



# THE 7 COMMITMENTS FOR ROAD SAFETY AT WORK

Partners:



**VISION ZERO**  
RISKS ACCIDENTS DEATHS



LE GOUVERNEMENT DU GRAND-DUCHÉ DE LUXEMBOURG  
Ministère de la Mobilité et des Travaux publics





# GENERAL

- 0.1 | **The 7 commitments**
- 0.2 | **Contents**
- 0.3 | **The campaign**
- 0.4 | **Partners**
- 0.5 | **Key figures**
- 0.6 | **Definitions, compensation and bonus-malus system**
- 0.7 | **Employers' and employees' obligations**
- 0.8 | **Quick checklist for companies**



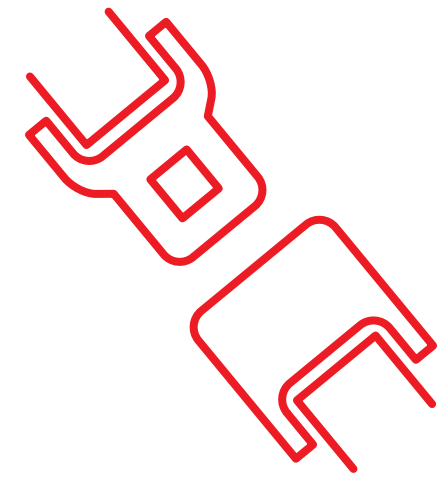
**VISION  
ZERO** RISKS  
ACCIDENTS  
DEATHS



LE GOUVERNEMENT  
DU GRAND-DUCHÉ DE LUXEMBOURG  
Ministère de la Mobilité  
et des Travaux publics



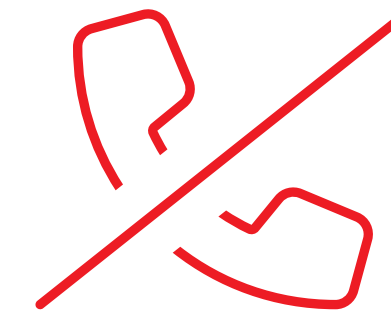
# The 7 commitments



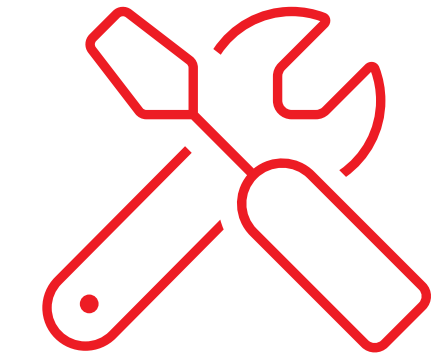
1. We require the use of seatbelts and compliance with speed limits.



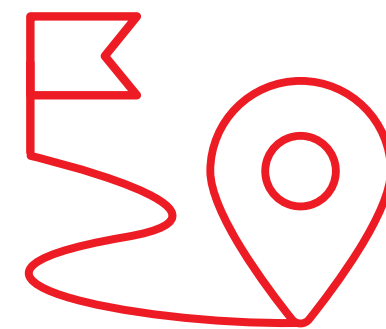
2. We prescribe sober driving on the road - no harmful substances.



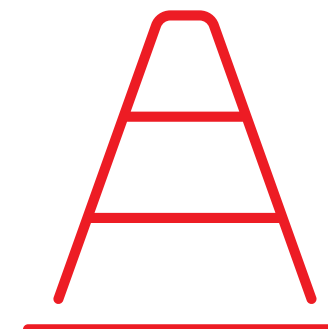
3. We limit communication while driving.



4. We encourage our employees to keep their vehicles in good working order and provide this service for company vehicles.



5. We organise our travel and include breaks for resting.



6. We promote defensive driving and provide road safety awareness and training.



7. We encourage our employees who use soft mobility devices to be properly equipped.



## 0. General

- 0.1 | The 7 commitments
- 0.2 | Contents
- 0.3 | The campaign
- 0.4 | Partners
- 0.5 | Key figures
- 0.6 | Definitions, compensation and bonus-malus system
- 0.7 | Employers' and employees' obligations
- 0.8 | Quick checklist for companies

## 1. Seatbelts and speed limits – Zero tolerance

- 1.1 | The seatbelt
- 1.2 | Children as passengers
- 1.3 | Your position at the wheel
- 1.4 | Stopping distance versus speed
- 1.5 | Drive to weather conditions (rain, snow, ice, wind and fog)

## 2. Driving condition – Sober driving

- 2.1 | Alcohol
- 2.2 | Legal and illegal drugs
- 2.3 | The employer's role in dealing with alcohol, legal and illegal drugs

## 3. Communicating while driving – The bare minimum

- 3.1 | Need for communicating
- 3.2 | Example of a communication protocol
- 3.3 | Embedded navigation devices

## 4. Company and private vehicle – Good technical condition

- 4.1 | Purchasing suitable vehicles
- 4.2 | Securing, PPE and other equipment
- 4.3 | Company vehicle, shared or individual
- 4.4 | Maintenance, servicing, roadworthiness inspection and tyres
- 4.5 | Vehicle paperwork and logbook
- 4.6 | Internal regulations governing the use of company vehicles

## 5. Travel for business – Organisation and compliance with breaks for resting

- 5.1 | Measuring accident statistics
- 5.2 | Recording commuting and work-related travel
- 5.3 | Setting up a mobility plan that includes public transport
- 5.4 | Carsharing
- 5.5 | Tiredness and the effect of stress on driving

## 6. Awareness and training – Ongoing

- 6.1 | Driving licence
- 6.2 | Defensive driving
- 6.3 | Training (eco-driving, safe driving, continued vocational training)
- 6.4 | Specific instructions for vehicles used
- 6.5 | Transport of dangerous goods

## 7. Soft mobility – Suitable equipment

- 7.1 | Soft mobility devices/vehicles
- 7.2 | Safety equipment
- 7.3 | Traffic rules and safety measures
- 7.4 | Safe use of soft mobility devices/vehicles

# The campaign



Work-related road traffic accidents (commuting accidents and accidents during travel for work) are one of the leading causes of occupational mortality. In Luxembourg, between 2019 and 2023, 24 commuting accidents had a fatal outcome.

Road risk affects many professionals who are required to travel as part of their work. It is unique in that it occurs on public roads and not on company premises, which can make this occupational risk harder to tackle for employers. This guide aims to provide employers and those in charge of road safety with practical tips for implementing road risk prevention measures within the company. The objective is to contribute to improving road safety for all. Taken as a whole, these measures ultimately help to protect employees' lives and health and to reduce the direct and indirect costs of these accidents (vehicle damage, incapacity to work, loss of earnings, increased contribution fees).

This guide covers company vehicle management, business travel organisation and driving behaviour patterns, among other topics, such as staff training in responsible and defensive driving and new modes of transport, such as electric scooters.

As a company, you can implement preventive measures to reduce this occupational risk by signing up to 7 strong commitments. So do engage with your employees on this matter by using the campaign poster which you can customise with your company's logo.



LE GOUVERNEMENT  
DU GRAND-DUCHÉ DE LUXEMBOURG  
Ministère de la Mobilité  
et des Travaux publics

Download the poster kit  
[visionzero.lu/campagne-securite-routiere-au-travail/kit-affiches.zip](https://visionzero.lu/campagne-securite-routiere-au-travail/kit-affiches.zip)



# Association d'assurance accident (AAA)



The Accident Insurance Association (Association d'assurance accident - AAA) is a public institution in charge of the prevention of and compensation for work-related accidents, commuting accidents and occupational illnesses. Its mission is clearly to assist companies in managing occupational road risk. For many years, AAA has organised campaigns to raise its stakeholders' awareness to the risks of road traffic. AAA has also signed the European Road Safety Charter.

VISION ZERO, the national strategy for the prevention of work-related accidents, commuting accidents and occupational illnesses, was launched by AAA, UEL and INDR. Initially, VISION ZERO was inspired by road safety concepts. In Europe, the concept of "zero accident" gained momentum in the 1990s, which saw the emergence of political strategies for road safety.

As part of VISION ZERO, several campaigns have taken place. The 2017 campaign "Testimonials of a commuting accident/workplace accident" can be cited as an example. This was a large-scale campaign aimed at both the general public and companies to prevent work-related accidents and commuting accidents. VISION ZERO's aim is to encourage companies to implement a culture of prevention in occupational health and safety. Companies can act their commitment by signing up to VISION ZERO.

In 2012, the campaign "TRAJET, sécurisons-le!" (Let's make our journeys safer!) was launched by the initiators and partners of VISION ZERO. This campaign included 12 chapters which covered road safety topics for both companies and employees.

In addition to campaigns, AAA provides brochures on occupational health and safety. With regard to road safety, the brochures "Le vrac sur camion benne" (Bulk on tipper trucks) and "Matériel d'arrimage" (Lashing material) help targeted companies to best implement specific requirements of the Highway Code.



# Union des Entreprises Luxembourgeoises (UEL)

---



The corporate culture that stems from any comprehensive risk prevention strategy is a key factor in economic competitiveness. It helps increase productivity, maintain or even win markets and, above all, keep employees healthy. It is implemented and supported by the head of company head who raises awareness among employees and stakeholders and encourages them to take part in the corporate strategy.

UEL and INDR, together with AAA, launched the national strategy VISION ZERO in 2016, with the aim of achieving a continuous and sustainable reduction in the number and severity of work-related accidents, commuting accidents and occupational illnesses. While the overall trend of work-related accidents has been downward, this cannot be said for the proportion of commuting accidents and accidents during travel for work, which has increased during the same period. In fact, one in 5 accidents are attributed to a road traffic collision. Depending on annual records, one in two fatal work-related accidents are due to road accidents.

Based on such findings, a vast information and awareness campaign was launched in 2004 and again in 2012 by UEL together with partners committed to preventing road traffic accidents. The campaigns targeted companies with the aim of reducing the number of accidents on the way to and from work and during work-related travel. The success of such campaigns depends not only on the cooperation of companies, but also of that of employees, who are the first to be affected by this issue. This cooperation of both parties is needed to develop a better awareness of the risks associated with driving. These earlier campaigns were held under the slogan “TRAJET, sécurisons-le!” [Let’s make our journeys safer!] and are in line with the sustainable development policy pursued by the employers’ organisations, as reflected in the adoption of a charter by UEL on 30 October 2003. UEL and INDR are also signatories to the European Road Safety Charter and concluded a partnership with the Ministry of Sustainable Development and Infrastructures to prevent work-related road accidents.

Communication materials [advertisements, visuals, videos and key messages] are essential for passing on messages to companies and raising employers’ and employees’ awareness.

As the employers’ umbrella organisation, UEL brings together the two professional chambers and employers’ federations. It shares VISION ZERO campaigns with its members who are the Chamber of Commerce, the Chamber of Skilled Crafts, ABBL, ACA, Fédération des Artisans, FEDIL, Horesca and Luxembourg Confederation. These exchanges allow sector-specific dissemination in members’ online and offline media [websites, social media, newsletters and periodicals]. INDR and UEL also disseminate campaigns through their own communication channels.

Further, the OHS Forum, which is organised alternately as a large-scale convention with exhibits and as a conference, is the main annual national event dedicated to occupational health and safety, targeting company heads and designated employees.



# Centre de Formation pour Conducteurs (CFC)



Since 1996, the Driver Training Centre (Centre de Formation pour Conducteurs - CFC) has raised awareness among drivers of all ages about potential dangers in road traffic. CFC operates at two sites in the Grand Duchy of Luxembourg. Training courses for cars, motorcycles, vans and minibuses are mainly held in Colmar-Berg, while professional drivers and motorcyclists are mainly trained in Sanem. In addition to **new drivers** and **professional drivers**, CFC also welcomes drivers who wish to take **further training** to develop a more responsible and defensive driving behaviour.

## Here is an overview of the CFC training courses:

- **Compulsory training for car and motorcycle drivers**  
A one-day safe driving training course became compulsory on 1 July 1995 for all new drivers in categories A2 and B residing in Luxembourg.
- **Training for professional drivers (in accordance with European Directive 2003/59)**  
Professional drivers who require a driving licence in category C (heavy goods vehicles) or D (buses/coaches) must undergo initial and continuous training.
- **Points- based licence**  
Drivers can take voluntary courses to recover 3 points, but must take compulsory courses to recover their driving licence after losing all 12 points.
- **Training for schools**  
The “Kuck & Klick” programme aims to raise awareness of 6-7-year-olds (cycle 2.1) to the dangers of road traffic as pedestrians and as passengers, so that they can learn essential behaviour patterns. The MSR (Mobilité et Sécurité sur la Route, Mobility and Safety on the Road) events are designed to raise awareness among future learner drivers, i.e. 16-17-year-olds, about safe driving and mobility before the driving licence age.
- **Voluntary training and training for groups and companies**  
These include training courses on safe driving, transporting people in wheelchairs, optimising the range of electric vehicles, load securing rules, using the tachograph, as well as specific training courses for vans and minibuses.





# Sécurité Routière a.s.b.l.



La Sécurité Routière a.s.b.l. aims to promote and encourage initiatives that increase the protection of road users and residents and prevent road traffic accidents. This broad social objective is achieved through road safety education for children (school competitions, puppet shows, etc.) as well as through information and awareness campaigns for all road users. La Sécurité Routière also lobbies the government as well as economic and social stakeholders.

La Sécurité Routière runs awareness campaigns for the general public. It publishes the “Code de la Route populaire” (popularised Highway Code), which is used in driver training and counts as a reference work. It is involved in several government working groups to promote road safety and is a key point of contact for local authorities. It both produces educational content and provides reflective safety accessories and holds prevention conferences within companies. It also rents out a kit (breathalyser) and alcohol simulation goggles to inform companies and organisations about the effects of alcohol consumption..

## La Sécurité Routière actively champions the fundamentals of “Vision Zero” in road safety:

- People make mistakes and break rules
- People are vulnerable
- No single road death or serious injury is acceptable
- Road safety is a shared responsibility
- Action must be approached systemically

Contact: [info@securite-routiere.lu](mailto:info@securite-routiere.lu) Tel.: (+352) 31 97 86 -1





# Ministère de la Mobilité et des Travaux publics - MMTP



The Ministry of Mobility and Public Works (Ministère de la Mobilité et des Travaux publics - MMTP) is a key actor in road safety in the Grand Duchy of Luxembourg. Road safety obviously also comprises the risks to which employees are exposed when travelling during their professional activity.

The most important tool used by the MMTP is the Highway Code. It enables all road users to coexist safely on the public road network. Most of the Highway Code includes obligations and prohibitions relating to road traffic, but it also sets the rules governing training of professional drivers of heavy goods vehicles and buses/coaches. So, any driver using vehicles requiring a category C or D driving licence to transport goods or passengers on public roads in Luxembourg must undergo professional training (initial or continuous). In Luxembourg, such training is organised by the Driver Training Centre (Centre de Formation pour Conducteurs - CFC).

As for the transport of dangerous goods under the agreement on the international transport of dangerous goods by road, drivers must undergo specific training authorising them to carry out such transport. These training courses are organised by the House of Training on a regular basis.







**However, the MMTP's main tasks are quite varied:**

## **Drafting legislation and regulations**

The MMTP drafts laws and regulations aimed at improving road safety. These include measures such as speed limits, traffic rules and safety standards for vehicles.

## **Policy framework**

The ministry relies on a national road safety strategy, which includes the objectives of Vision Zero, to reduce the number of road accidents and their consequences. To implement road safety measures, it works closely with all relevant stakeholders.

## **Data analysis**

The ministry analyses road accident data collected by STATEC and based on information provided by the Luxembourg police and judicial authorities. This information is used to detect accident trends and causes and also to feed road safety policies and measures.

## **Road safety action plan**

The MMTP regularly draws up a National Road Safety Plan. Its aim is to sustainably promote road safety, identify any challenges and take action to meet these challenges. The measures are both preventive and punitive and target all road users, road infrastructure and vehicles.

## **Prevention and awareness**

Every year, the MMTP designs road safety prevention and awareness campaigns to encourage the general public to adopt responsible behaviour on the road with, for example, a focus on drink-driving or distractions while driving.

## **Infrastructure**

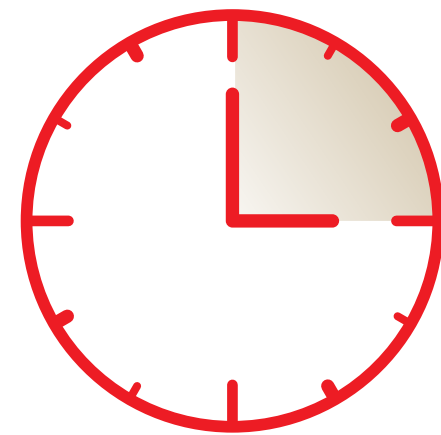
With the support of the National Roads Administration, the ministry ensures the maintenance and ongoing improvement of the national road network. Well designed and well maintained infrastructure is essential to ensure road users' safety.

**In short, the MMTP is committed to creating a safer road environment for everyone by means of a robust regulatory framework, appropriate infrastructure and increased awareness of road risks.**



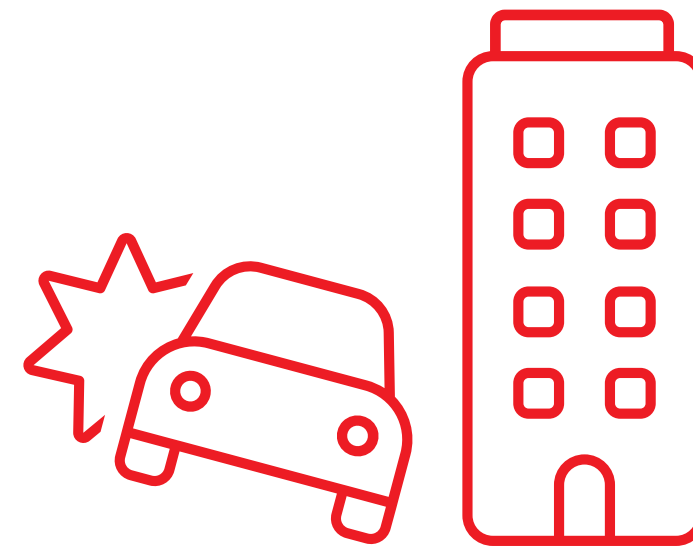
# Key figures

---



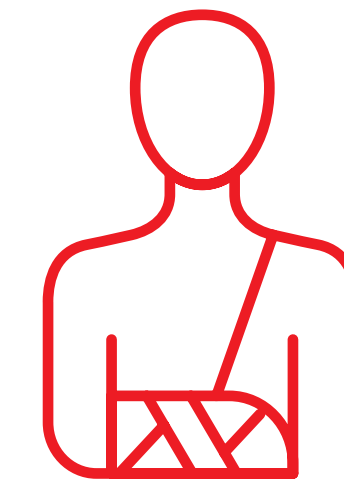
**3 hours**

In Luxembourg, a work-related traffic accident occurs, on average, every 3 hours!



**3x higher**

In some companies, particularly in the tertiary sector, the number of commuting accidents is 3 times higher than the number of accidents at work.



**> 3 days**

Nearly half the casualties of commuting accidents suffer partial inability to work for more than 3 days.



# Definitions, compensation and the bonus-malus system of AAA

---



According to article 93 of the Social Security Code, a **commuting accident** occurs on the way to and from work:

- Between the main residence, a secondary residence of a permanent nature or any other location the insured person usually travels to for family reasons and the workplace.
- Between the workplace and the restaurant, canteen or, in general, the location where the insured person usually takes their meals.

This route is not necessarily the most direct one when the detour is due to regular carsharing or to drop off or pick up a child, who belongs to the insured person's household, with a third party or an institution (e.g. nursery, care centre).

The commuting accident is not covered if the insured person caused the accident or contributed to it through gross negligence (e.g. using a mobile phone while driving, consuming alcohol, illegal drugs or certain medications, failure to undergo a roadworthiness test, lack of insurance or valid driving licence, non-regulatory tyres, failure to comply with the Highway Code, etc.).

Neither is the commuting accident covered if the journey is interrupted or diverted for reasons motivated by personal interests, which are unrelated to essential necessities of daily life or to the insured activity.

According to article 92 of the Social Security Code, an accident during travel for work occurs during travel in the course of insured professional activity. An accident during travel for work is considered a work-related accident because it occurs in the course of work..

For further information, please refer to the section  
“Accident at work /on the way to work” on the AAA website:  
[www.aaa.lu/fr/accidents-maladie-pro](http://www.aaa.lu/fr/accidents-maladie-pro)



# Definitions, compensation and the bonus-malus system of AAA

---



According to article 99 of the Social Security Code, even in the absence of injury, the insured person is entitled to compensation for damage caused to the motor vehicle which was used at the time of the accident on a public road. Compensation is limited as follows:

- A deductible set at 2/3 of the minimum wage (salaire social minimum - SSM), i.e. €1,758.53 at index 944.43 and SSM index 279.30,
- A maximum set at 5 times the minimum wage in the case of a commuting accident, or
- A maximum set at 7 times the minimum wage in the case of an accident during travel for work.

Compensation for damage to the motor vehicle is provided if a claim has been submitted. It is determined on the basis of an assessment made by a certified motor vehicle expert. In the absence of an expert opinion, AAA determines the value of the vehicle before the accident happened by referring to the value of a similar vehicle on the second-hand market and to a computer database which is used by professionals.

The right to compensation from AAA is cancelled if the damage can be compensated otherwise, for example by way of “property damage” insurance contract (casco) concluded with a private insurance company, or if the accident was caused by a third party.

In the event of repairs, compensation will only be transferred to the insured party upon presentation of an invoice paid by a legally established professional.

For further information, please refer to the section  
“Compensation” on the AAA website:  
[www.aaa.lu/fr/prestations-cotisations/indemnisations](http://www.aaa.lu/fr/prestations-cotisations/indemnisations)



# Definitions, compensation and the bonus-malus system of AAA



The bonus-malus system was introduced in 2019 and aims to encourage accident insurance contributors to invest more in occupational risk prevention.

The basic contribution rate for each contributor can be reduced or increased via a customised multiplication factor, known as the bonus-malus factor.

**Neither commuting accidents nor occupational illnesses** are taken into account when determining the **bonus-malus factor**.

However, accidents occurring during assignments, which are considered work-related accidents, are included in the calculation of the bonus-malus factor.



For further information, please refer to the section “Bonus-malus” on the AAA website:

[www.aaa.lu/bonusmalus](http://www.aaa.lu/bonusmalus)

# Employers' and employees' obligations

---



The **employer** has a duty to ensure the health and safety of employees in all aspects of their work in accordance with article 312-1 of the Labour Code. The risk of an accident while on duty is an occupational hazard and the employer is required to take all necessary preventive measures to control this risk. The general principles of prevention set out in the Labour Code are fully applicable. The employer may be held liable if a failure to take preventive measures causes a road accident.

An **employee** who drives a vehicle is considered to be any driver on a public road. The Highway Code stipulates that they are criminally liable for any offences they commit while driving a vehicle. It is therefore the employee's obligation to comply with the rules of the Highway Code as they may be held criminally liable in the event of a breach of the Highway Code or if they cause an accident resulting in injury.

Commuting accidents must also be reported to the Accident Insurance Association [AAA]. Unlike accidents that occur during assignments, commuting accidents are not covered by the Labour Code, but are only defined in the Social Security Code, as there is no subordination relationship during the journey between home and work. Preventing the risk of commuting accidents is therefore not a legal obligation for employers, but it is in the interest of their employees, and therefore of the company, to help control this risk.

Since the end of 2024, AAA has offered the option of **reporting workplace/commuting accidents** and school/extracurricular accidents **electronically** via the **business space** of the **MyGuichet.lu** platform. Whilst reporting on paper remains an option, the new online reporting system is designed to meet digital accessibility requirements.

Both paper-based and electronic reporting of a work-related/commuting accident need to be completed by the employer.

To report an accident electronically, you must first create a professional account or business eSpace on MyGuichet.lu. Practical information and video tutorials on how to set up your professional account are available at the following address:  
[www.guichet.lu/en/entreprises/support/aide/myguichet/espace-pro](http://www.guichet.lu/en/entreprises/support/aide/myguichet/espace-pro)



# Quick checklist for companies



The road safety measures to be taken by companies vary depending on whether employees are exposed to the risk of accident only while commuting or whether the company requires employees to travel for work. Similarly, if a company has company cars and/or vehicles made available to employees, additional obligations apply.

Here is a quick checklist that provides an overview of actions to be taken. The 7 commitments give more detailed information on these topics.

## If employees are exposed to the risk of accident only when travelling in private vehicles, the company may undertake to

- Raise employee awareness of occupational road risk
- Record employees' commutes between home and work
- Set up a mobility plan that includes public transport
- Facilitate soft mobility and promote its safety

## Employees, for their part, must comply with the Highway Code by

- Adopting defensive driving practices and observing speed limits
- Leaving on time to avoid stress and delays
- Focusing on the road and avoiding distractions
- Being fit to drive when setting off
- Fastening their seatbelts



Managing the risk of **commuting accidents** and also the risk of traffic accidents **during travel for work?**

# Quick checklist for companies

---



## **If employees are exposed to the risk of accident while on duty, the company should**

- Include road risk in the company's risk analysis (Labour Code art. L.312-2);
- Record all business travel (to determine the level of risk exposure).

## **Depending on the outcome of the risk analysis**

- Raise employee awareness of occupational road risk;
- Set up internal rules and regulations for assignments;
- Set up a communication protocol;
- Provide sufficient and appropriate training;
- Set up an action plan.

## **If the company has service and/or company vehicles made available to employees, it should further**

- Ensure that vehicles are in good working order (in particular, carry out maintenance, servicing, roadworthiness test and check the condition of tyres; this also includes providing load securing equipment and PPE where necessary);
- Ensure that the vehicles' documents are in order (insurance certificates, tax discs, certificates of conformity, registration, roadworthiness, etc.);
- Keep a logbook, especially for shared company vehicles;
- Implement internal regulations that define the rules for assigning and borrowing vehicles.

To carry out these tasks, companies are recommended to appoint a "fleet manager" to manage the company's vehicle fleet.