

Benefits of Effective Supervision

Supervisor Responsibility	Supervisor Actions / Examples	Benefits
Work planning	<p>Supervisors apply their knowledge of the work to</p> <ul style="list-style-type: none"> ○ anticipate driving-related hazards ○ help employees plan and execute trips to avoid hazards, reduce risks ○ recognize emerging risks; plan work to deal with risks before they contribute to a crash 	<p>Proactive work planning</p> <ul style="list-style-type: none"> ✓ generates smoother day-to-day operations ✓ makes positive contributions to employee safety and the company's bottom line
Assign work / delegate tasks	<p>Supervisor's knowledge of employee driving abilities and limitations helps each supervisor</p> <ul style="list-style-type: none"> ○ match assignments to employees best-suited to do those driving tasks ○ avoid assigning work that involves driving beyond employee skills 	<p>Aligning tasks with driving abilities</p> <ul style="list-style-type: none"> ✓ generates work efficiencies, cost savings, satisfied customers, profitable operations ✓ helps prevent crashes
Direct the work	<p>Supervisors organize operations and schedule work</p> <ul style="list-style-type: none"> ○ E.g., supervisor directs drivers to adjust schedules to avoid treacherous winter driving conditions 	<p>Work done as planned, and without incident</p> <ul style="list-style-type: none"> ✓ avoids injuries, property damage costs, productivity losses, harm to company reputation
Train employees	<p>Regular interactions mean supervisors have</p> <ul style="list-style-type: none"> ○ insights into employee training needs ○ opportunities to provide timely instruction <p>Supervisors help employees get the right training</p> <ul style="list-style-type: none"> ○ Online, behind the wheel, in the classroom, through coaching or mentoring 	<p>Ensuring employees get the training they need</p> <ul style="list-style-type: none"> ✓ helps them develop good driving skills ✓ reduces risks of being involved in a crash ✓ increases productivity, work quality and job satisfaction
Achieve compliance	<p>Supervisors ensure employees</p> <ul style="list-style-type: none"> ○ follow company driving policies and procedures ○ meet legal requirements (e.g., <i>Motor Vehicle Act</i>, <i>Occupational Health and Safety Regulations</i>, etc.) 	<p>Complying with legal requirements</p> <ul style="list-style-type: none"> ✓ helps meet due diligence expectations ✓ avoids administrative penalties and delays ✓ attracts and retains employees, clients