

Dear xxx

Compliance with Transport for London's (TfL) WRRR Contractual Requirements

[Company name] is committed to improving Work Related Road Risk across all of its operations.

In response to the number of fatal and serious collisions involving commercial vehicles and vulnerable road users; such as cyclists and pedestrians, we are working to improve road safety. You may already be aware that TfL has included WRRR clauses in their contracts.

We believe that fatal and serious personal injury collisions are avoidable which is why we are mandating the WRRR requirements across our supply chain. Applicable to all¹ 'in-scope' commercial vehicles, WRRR contractual clauses contain - requirements for quality operations, safety equipment fitted to vehicles and training for drivers.

Optional text if your company operates your own vehicles:

We have fitted our own vehicles with safety equipment and trained our drivers in vulnerable road user safety. However, in order to fully realise the objectives of the WRRR requirements, it is imperative that the conditions of WRRR are implemented across our entire supply chain.

To this end we will mandate compliance with WRRR requirements from *[Insert date]*. After this date, we reserve the right to carry out checks on vehicles and drivers arriving at our sites. Non-compliant vehicles and drivers may be turned away from our sites, registered as a failed delivery and/or other appropriate action taken through our commercial departments.

Optional text depending on T+Cs: For all new 'in-scope' contracts, you have 90 days from the start of your contract by which to comply.

The requirements of WRRR are already mandated by a number of public and private clients and our peers are already enforcing compliance with these requirements.

I have appended a summary of the WRRR requirements with a link to where you can find further information on how to comply.

Optional text for those requiring self certification:

I request that you complete, sign and return the attached Self-Certification Compliance Report to [insert contact details] by [date]

Should you require any further support and assistance, please contact [insert name and contact details within Company].

We are committed to ensuring the vehicles within our supply chain do not pose a risk to other road users. Your assistance is required to achieve this aim and we welcome your support to ensure compliance by the above date to help us all to provide a safer environment for vulnerable road users.

Yours sincerely

[Insert signatory of authorised person]

¹ vans, HGVs, mobile cranes, concrete pumps and volumetric mixers