To effectively initiate and maintain an anti-idling culture in the workplace, you need to write and communicate your company policy on anti-idling. You will also need to ensure that it's kept up to date.

As a guide, we have provided examples of useful text you may wish to include in your policy along with guidelines and points to consider when drafting your policy.

You can use this policy information as the basis for instructions on anti-idling in your driver handbooks.

Attitudes towards engine idling can vary amongst your drivers. Having a clear cut policy in place and making sure it is communicated effectively makes it known where your company stands on anti-idling.

The sample policy text is designed to fit within a wider environmental policy. Some of the points will not be relevant to your organisation or drivers – pick and choose the elements you require to make a policy appropriate to your operation.

**Anti-idling sample policy text**

The following general statement is applicable to all and designed to be included in the wider company environmental policy/statement:

In order to minimise vehicle emissions that negatively impact on the environment and health, [company name] is committed to reducing vehicle idling times at depots, in stationary traffic queues and at any other times unnecessary idling takes place. The company actively encourages drivers to reduce levels of idling.

**Example driver information to be included in your Driver’s Handbook**

The following sample policy points are aimed at your drivers and should ideally be used in material such as a driver handbook. Not all points will be relevant to your operation, you may wish to alter or remove specific details:

Engine idling is the running of an engine which is not required for the examination or operation of machinery other than that used for driving the vehicle

Anti-idling measures have been implemented to:
- Reduce unnecessary vehicle idling
- Improve air quality
- Protect health
- Reduce wasted fuel
- Reduce costs
The Highway Code states that ‘you must not leave a parked vehicle unattended with the engine running or leave a vehicle engine running unnecessarily while the vehicle is stationary on a public road’.

- You are responsible for ensuring your vehicle does not idle unnecessarily
- You/your vehicle will be actively monitored and idling time reported by driver/vehicle
- Driver league tables will be produced to report idling improvements and rewards will be given to the drivers making the biggest improvements

- You are expected to follow these anti-idling rules:
  - Don’t leave an unattended vehicle’s engine running
  - Do not leave the engine running during loading and unloading (except where specific machinery requires it)
  - Don’t leave the engine running in the depot
  - Don’t leave the engine running when you are parked up, or when you are on a break
  - Do not leave the engine running during loading and unloading
  - Cab heaters are provided for cold starts and defrosting – use them rather than the engine to warm the cab
  - If you anticipate being stationary for more than one minute in traffic consider turning your engine off

- Your vehicles are fitted with automatic engine cut-off equipment to ensure your idling time is kept to a minimum. Any problems with this equipment should be reported as soon as possible

- Any fines incurred for unnecessary idling will be paid by you

- Equipment type (e.g. lorry mounted cranes/pumps/other ancillary equipment) on your vehicle require the engine to be running. On-board equipment will distinguish between genuine and unnecessary idling time

**Additional inclusions for bus/coach only**

- Vehicles will be turned off at bus stands and not restarted until ready to depart
- Coaches dropping off/collecting passengers should switch off the engine as soon as the vehicle is parked and not restarted until the coach is ready to move off
- Turn off the engine during a layover