

## **‘Out of hours’ automated work on vehicles**

(E.g. software updates without user input)

**‘Out of hours’ automated work must be avoided where at all possible.**

**Such tasks must only be carried out when completely necessary; because of the increased risks in safety, theft, and reduced insurance cover where keys are left in vehicles** (the company is liable for 35% of the value of the claim in this case).

If carried out, the following policy must be adhered to:

- All equipment used must be manufacturer approved and display a current Portable Appliance Test sticker.
- Vehicles left on battery charge must be connected using manufacturer approved trickle chargers that cease charging when battery is fully charged.
- Computer equipment must also be connected to approved chargers.
- Any charging/updating must not take place near combustible materials.