



# SAFETY TALK

## Distracted driving

Any time you take your eyes off the road, your hands off the wheel, or your mind off driving you are distracted from driving safely. In 80% of collisions and 65% of near crashes, driver inattention was a factor.

### What's the danger

There are three types of distractions that cause potential hazards:

- Visual – taking your eyes off the road
- Cognitive – taking your mind off driving
- Manual – taking your hands off the wheel

Using a cell phone, texting, and eating are examples of things that distract you from driving safely. In-vehicle technologies (like a GPS) can also be sources of distraction. Texting is especially dangerous because it combines all three types of distraction.

### How to protect yourself

Understand, reduce and eliminate distractions that your employees may face on the road.

**Create a policy** – set out requirements on the use of mobile devices and other potential distractions

**Communicate the policy** – to your managers, workers and contractors

**Support your workers** – do not accept calls or texts while driving; have workers create an “I’m behind the wheel” voice message

**Set an example** – never touch a device while driving

#### Elements to consider for your policy:

- Banning employees from using cell phones and other technology while driving
- Requiring employees to pull over to the side of the road at a safe area if there is a need to use a cell phone
- Banning the use of headphones to listen to music on mobile device
- Having employees make adjustments to the vehicle prior to starting to drive – for example, programming GPS and adjusting mirrors

Print and review this talk with your staff, sign off and file for COR™ / SECOR audit purposes.

Date: \_\_\_\_\_

Performed by: \_\_\_\_\_

Concerns:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Employee Name:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Supervisor: \_\_\_\_\_

Location: \_\_\_\_\_

Corrective Actions:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Employee Signature:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_