



# SAFETY TALK

## Distracted driving

Any time you are distracted while driving, you are risking an accident. Driver inattention is a factor in 80% of collisions and 65% of near crashes.

### What's the danger?

There are three types of distractions that are hazardous:

- 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, etc.
- 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: \_\_\_\_\_

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

**Concerns:**  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Corrective Actions:**  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Employee Name:**  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Employee Signature:**  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_