



ZURICH®

Passenger

2020 Safety Calendar





How the calendar works

The purpose of this calendar is to assist fleet managers in educating drivers about how to avoid involvement in motor vehicle crashes while performing work or non-work related activities. The calendar is designed to provide daily safety messages for use when conducting driver safety meetings, and contains a supplemental index with additional key points. The messages address safe driving techniques, key practices to follow and, where applicable, information concerning government regulations. In the message index, you will also find directions to help assist you to make the most effective use of the calendar.

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1 Passenger pickups New Year's Day	2 Handrails and other supports	3 Fatigue warning signs	4 Self assess
5 34-hour restart rules	6 Rejuvenating	7 Do not let it get worse	8 If there is a spill, follow company policy	9 Statistically speaking	10 Being a professional driver	11 The right stuff
12 Click it or Ticket	13 Healthy habits	14 Storms	15 Adjusting	16 Interventions	17 Consuming alcohol	18 Company Seat Belt Policy
19 Healthy choices	20 Tornadoes MLK Jr's Birthday	21 Improving your odds	22 Captain of the trip	23 Pledge to not be distracted	24 Heart disease	25 A slippery problem
26 Exercise	27 Planning your route	28 Reducing risks	29 Communicate the company policy	30 Slow down for school busses	31 Engine and cab compartments	Happy New Year Let's kick off a safe new year!

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
<p>Post OSHA Log By Feb 1, Post OSHA 300A summary log in a conspicuous place or places where notices to employees are customarily posted.</p>						<p>1 Driver education and training</p>
<p>2 Overhead storage and racks</p>	<p>3 CDL on board</p>	<p>4 Four-point wheel chair securement</p>	<p>5 The seat belt pledge</p>	<p>6 Remember the ABC's</p>	<p>7 Counter measures</p>	<p>8 Roadside violation points</p>
<p>9 Secure parking</p>	<p>10 Relaxing</p>	<p>11 Seat belt use: Not optional</p>	<p>12 A visit to Real Ville</p>	<p>13 Never pass school busses on the right</p>	<p>14 Hours of Service</p> <p>Valentine's Day</p>	<p>15 Be a back up pro</p>
<p>16 Nutrition</p>	<p>17 Responsible to whom?</p> <p>President's Day</p>	<p>18 Stay calm</p>	<p>19 Passenger behavior</p>	<p>20 Follow the doctor's orders</p>	<p>21 Sleep bank deposits</p>	<p>22 Stay informed</p>
<p>23 Housekeeping and maintenance</p>	<p>24 Is your paperwork in order?</p>	<p>25 Dozing</p>	<p>26 Visually inspect the scene</p> <p>Ash Wednesday</p>	<p>27 Medical card</p>	<p>28 Do you know the consequences?</p>	<p>29 Inability to provide a specimen</p>

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
<p>1 Winning the game</p>	<p>2 Driving physically impaired</p>	<p>3 What is fatigue?</p>	<p>4 Severe weather</p>	<p>5 At fault</p>	<p>6 Watch for school busses</p>	<p>7 Passenger and luggage loading</p>
<p>8 Communicate defects</p> <p>Daylight Savings Begins</p>	<p>9 Changing weather</p>	<p>10 Moving violations</p>	<p>11 Crash statistics</p>	<p>12 Hours of Service</p>	<p>13 Space and speed</p>	<p>14 Health and fatigue</p>
<p>15 Sleeper Berth Provisions</p>	<p>16 Stay visible</p>	<p>17 Check and Inspect</p> <p>St. Patrick's Day</p>	<p>18 Maintain a safe cushion</p>	<p>19 Company policy on drinking</p>	<p>20 Driving duty limits</p>	<p>21 Rear-end collisions</p>
<p>22 Seat belts vs. airbags</p>	<p>23 Cell Phones Increase Risk</p>	<p>24 Quality Rest</p>	<p>25 Get help to back up</p>	<p>26 Be aware near schools</p>	<p>27 Floods</p>	<p>28 Arrive Safely</p>
<p>29 Electronic Logging Devices (ELD)</p>	<p>30 Federal cell phone restrictions</p>	<p>31 What does distracted driving mean?</p>	<p>Spring Forward Daylight Savings Starts: Check the batteries in your smoke and carbon monoxide detectors and replace if necessary.</p>			

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1 What are the risks of speeding?	2 Driving privilege	3 Counting is key	4 Where and how falls occur
5 Refueling	6 Your condition	7 Stopping distance	8 Making safe choices Passover/Good Friday	9 Driver inattention	10 Following company policy	11 Footwear
12 Random testing Easter	13 How IS my driving?	14 Being a mentor and a role model	15 Vehicle security	16 Exterior inspection	17 Polling results	18 Avoid hard turns
19 Inspect entrance/exit point	20 Top health risks	21 Information collection	22 Relating	23 Prescription and over the counter medicine	24 Severe thunderstorms	25 Conduct pre trip inspections
26 Lining up	27 Before backing up, take a walk.	28 Police and emergency services	29 Top ten distractions list	30 Calculating your following distance	Save OSHA Log At the end of the month, take down and file the OSHA 300A summary log with your permanent records.	

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1 Passenger pickups	2 Handrails and other supports
3 Fatigue warning signs	4 Self assess	5 34-hour restart rules Cinco de Mayo	6 Rejuvenating	7 Do not let it get worse	8 If there is a spill, follow company policy	9 Statistically speaking
10 Being a professional driver Mother's Day	11 The right stuff	12 Click it or Ticket	13 Healthy habits	14 Storms	15 Adjusting	16 Interventions
17 Consuming alcohol	18 Company Seat Belt Policy	19 Healthy choices	20 Tornadoes	21 Improving your odds	22 Captain of the trip	23 Pledge to not be distracted
24 Heart disease	25 A slippery problem Memorial Day	26 Exercise	27 Planning your route	28 Reducing risks	29 Communicate the company policy	30 Slow down for school busses
31 Engine and cab compartments						

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1 Driver education and training	2 Overhead storage and racks	3 CDL on board	4 Four-point wheel chair securement	5 The seat belt pledge	6 Remember the ABC's
7 Counter measures	8 Roadside violation points	9 Secure parking	10 Relaxing	11 Seat belt use: Not optional	12 A visit to Real Ville	13 Never pass school busses on the right
14 Hours of Service	15 Be a back up pro	16 Nutrition	17 Responsible to whom?	18 Stay calm	19 Passenger behavior	20 Follow the doctor's orders
21 Sleep bank deposits Father's Day	22 Stay informed	23 Housekeeping and maintenance	24 Is your paperwork in order?	25 Dozing	26 Visually inspect the scene	27 Medical card
28 Do you know the consequences?	29 Inability to provide a specimen	30 Why use seconds?				

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1 Winning the game	2 Driving physically impaired	3 What is fatigue?	4 Severe weather Independence Day
5 At fault	6 Watch for school busses	7 Passenger and luggage loading	8 Communicate defects	9 Changing weather	10 Moving violations	11 Crash statistics
12 Hours of Service	13 Space and speed	14 Health and fatigue	15 Sleeper Berth Provisions	16 Stay visible	17 Check and Inspect	18 Maintain a safe cushion
19 Company policy on drinking	20 Driving duty limits	21 Rear-end collisions	22 Seat belts vs. airbags	23 Cell Phones Increase Risk	24 Quality Rest	25 Get help to back up
26 Be aware near schools	27 Floods	28 Arrive Safely	29 Electronic Logging Devices (ELD)	30 Federal cell phone restrictions	31 What does distracted driving mean?	

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1 What are the risks of speeding?
2 Driving privilege	3 Counting is key	4 Where and how falls occur	5 Refueling	6 Your condition	7 Stopping distance	8 Making safe choices
9 Driver inattention	10 Following company policy	11 Footwear	12 Random testing	13 How IS my driving?	14 Being a mentor and a role model	15 Vehicle security
16 Exterior inspection	17 Polling results	18 Avoid hard turns	19 Inspect entrance/exit point	20 Top health risks	21 Information collection	22 Relating
23 Prescription and over the counter medicine	24 Severe thunderstorms	25 Conduct pre trip inspections	26 Lining up	27 Before backing up, take a walk.	28 Police and emergency services	29 Top ten distractions list
30 Calculating your following distance	31 Refusing a test	School Starts The new school year is coming, watch for buses!				

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1 Passenger pickups	2 Handrails and other supports	3 Fatigue warning signs	4 Self assess	5 34-hour restart rules
6 Rejuvenating	7 Do not let it get worse Labor Day	8 If there is a spill, follow company policy	9 Statistically speaking	10 Being a professional driver	11 The right stuff	12 Click it or Ticket
13 Healthy habits	14 Storms	15 Adjusting	16 Interventions	17 Consuming alcohol	18 Company Seat Belt Policy	19 Healthy choices
20 Tornadoes	21 Improving your odds	22 Captain of the trip	23 Pledge to not be distracted	24 Heart disease	25 A slippery problem	26 Exercise
27 Planning your route Yom Kippur	28 Reducing risks	29 Communicate the company policy	30 Slow down for school busses			

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
<p>Fire Prevention Month Fire Safety Month is here!</p>				<p>1 Driver education and training</p>	<p>2 Overhead storage and racks</p>	<p>3 CDL on board</p>
<p>4 Four-point wheel chair securement</p>	<p>5 The seat belt pledge</p>	<p>6 Remember the ABC's</p>	<p>7 Counter measures</p>	<p>8 Roadside violation points</p>	<p>9 Secure parking</p>	<p>10 Relaxing</p>
<p>11 Seat belt use: Not optional</p>	<p>12 A visit to Real Ville Columbus Day</p>	<p>13 Never pass school busses on the right</p>	<p>14 Hours of Service</p>	<p>15 Be a back up pro</p>	<p>16 Nutrition</p>	<p>17 Responsible to whom?</p>
<p>18 Stay calm</p>	<p>19 Passenger behavior</p>	<p>20 Follow the doctor's orders</p>	<p>21 Sleep bank deposits</p>	<p>22 Stay informed</p>	<p>23 Housekeeping and maintenance</p>	<p>24 Is your paperwork in order?</p>
<p>25 Dozing</p>	<p>26 Visually inspect the scene</p>	<p>27 Medical card</p>	<p>28 Do you know the consequences?</p>	<p>29 Inability to provide a specimen</p>	<p>30 Why use seconds?</p>	<p>31 Eliminate distractions near schools Halloween</p>

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
<p>1 Winning the game</p> <p>Daylight Savings Ends</p>	<p>2 Driving physically impaired</p>	<p>3 What is fatigue?</p>	<p>4 Severe weather</p>	<p>5 At fault</p>	<p>6 Watch for school busses</p>	<p>7 Passenger and luggage loading</p>
<p>8 Communicate defects</p>	<p>9 Changing weather</p>	<p>10 Moving violations</p>	<p>11 Crash statistics</p> <p>Veterans Day</p>	<p>12 Hours of Service</p>	<p>13 Space and speed</p>	<p>14 Health and fatigue</p>
<p>15 Sleeper Berth Provisions</p>	<p>16 Stay visible</p>	<p>17 Check and Inspect</p>	<p>18 Maintain a safe cushion</p>	<p>19 Company policy on drinking</p>	<p>20 Driving duty limits</p>	<p>21 Rear-end collisions</p>
<p>22 Seat belts vs. airbags</p>	<p>23 Cell Phones Increase Risk</p>	<p>24 Quality Rest</p>	<p>25 Get help to back up</p>	<p>26 Be aware near schools</p> <p>Thanksgiving</p>	<p>27 Floods</p>	<p>28 Arrive Safely</p>
<p>29 Electronic Logging Devices (ELD)</p>	<p>30 Federal cell phone restrictions</p>	<p>Fall Back Daylight Savings Ends: Check the batteries in your smoke and carbon monoxide detectors and replace if necessary.</p>				

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1 What are the risks of speeding?	2 Driving privilege	3 Counting is key	4 Where and how falls occur	5 Refueling
6 Your condition	7 Stopping distance	8 Making safe choices	9 Driver inattention	10 Following company policy Hanukkah	11 Footwear	12 Random testing
13 How IS my driving?	14 Being a mentor and a role model	15 Vehicle security	16 Exterior inspection	17 Polling results	18 Avoid hard turns	19 Inspect entrance/exit point
20 Top health risks	21 Information collection	22 Relating	23 Prescription and over the counter medicine	24 Severe thunderstorms	25 Conduct pre trip inspections Christmas	26 Lining up
27 Before backing up, take a walk.	28 Police and emergency services	29 Top ten distractions list	30 Calculating your following distance	31 Refusing a test New Year's Eve		

Responses

The safety message calendar provides a series of four monthly safety themes to share through daily safety messages during driver meetings. The weekly safety messages should then be summarized in a key point review at the end of the week. The review is designed to help you enhance learning and to help you reinforce safety themes delivered during the week. You will find the themes and daily message topics listed on the calendar, some only once or twice a year, others more frequently to keep drivers aware of important topics. Talking points along with additional safety messages relevant to each weekly theme, are found in this index and are listed alphabetically. The information and suggested topic order were designed to fit with a typical commercial vehicle fleet operation. However, you may wish to customize how and when to use them or create those that address unique organizational needs instead.

Jan | May | Sep

Day	Statement	Response
1	Passenger pickups	If passenger pickups are scheduled along a route, review the same safety precautions with them as provided to other passengers at the beginning of the trip.
2	Handrails and other supports	Point out handrails and other supports passengers can use when moving around inside the vehicle.
3	Fatigue warning signs	Examples include: <ul style="list-style-type: none"> • Unable to stop yawning. • Trouble keeping your eyes open and focused, especially at stop lights. • Driving becomes sloppy and you weave between lanes, tailgate or miss traffic signals. • Finding yourself hitting the grooves or rumble strips on the side of the road. • Finding yourself opening a window or turning up the radio to stay alert. • Driving aggressively to get to your next destination faster.

Jan | May | Sep

Day	Statement	Response
4	Self assess	<p>Bad driving habits often develop slowly over time as good habits deteriorate. If you want to find out if you are as good a driver as you used to be try this, count how many times during a single day or week you:</p> <ul style="list-style-type: none"> • Follow too close • Slam on the brakes • Fail to signal • Cut someone off at a entry/exit ramp <p>No matter what the total, the goal should be ZERO.</p>
5	34-hour restart rules	<p>The 34-Hour restart rule states that from July 2013 the need for truckers to take two 1am-5am periods off in a 34-hour restart was suspended in Dec. 2014 for further research. The FMCSA conducted the CMV Restart Survey. In March 2017 results were sent to Congress. Once fully reviewed a final rule will be made. Drivers should continue to utilize the rule form from the FMCSA website:</p> <ul style="list-style-type: none"> • 60/70 Mile per Hour Limit • May not drive after 60/70 hours on duty in 7/8 consecutive days. A driver may restart a 7/8 consecutive day period after taking 34 or more consecutive hours off duty. • 34-hour restart no longer requires two periods between 1 am to 5 am. <p><i>Please be sure to review the Hours of Service rules periodically as they may change.</i></p> <p>Source https://www.fmcsa.dot.gov/regulations/hours-service/summary-hours-service-regulations</p>
6	Rejuvenating	<p>You can improve your physical health by maintaining a regular exercise routine that includes activities like walking, biking, or other forms of exercise.</p>

Jan | May | Sep

Day	Statement	Response
7	Do not let it get worse	Stop immediately, remain calm and breath. Secure the scene, move off the road if possible, and have passengers remain in a safe place. Set out warning devices and turn on 4-way flashers and follow you company's procedures on aiding the injured.
8	If there is a spill, follow company policy	Be sure to have a copy of the company spill and emergency response procedures and emergency telephone numbers of those designated to help manage the consequences of a spill involving a load of hazardous materials.
9	Statistically speaking	<p>Seat belts provide the greatest protection against occupant ejection. Ejection from a vehicle generally causes the most severe injuries in a crash. NHTSA has estimated that lap/shoulder seat belts, when used, reduce the risk of fatal injury to front-seat passenger car occupants by 45 percent and the risk of moderate-to-critical injury by 50 percent. For light-truck occupants, seat belts reduce the risk of fatal injury by 60 percent and moderate-to-critical injury by 65 percent. NHTSA also states that, of the 37,461 people killed in motor vehicle crashes in 2016, 48 percent were not wearing seat belts. In 2016 alone, seat belts saved an estimated 14,668 lives and could have saved an additional 2,456 people if they had been wearing seat belts.</p> <p>The consequences of not wearing, or improperly wearing, a seat belt are clear:</p> <ul style="list-style-type: none"> • Buckling up helps keep you safe and secure inside your vehicle, whereas not buckling up can result in being totally ejected from the vehicle in a crash, which is almost always deadly. • Air bags are not enough to protect you; in fact, the force of an air bag can seriously injure or even kill you if you're not buckled up. • Improperly wearing a seat belt, such as putting the strap below your arm, puts you and your children at risk in a crash. <p><i>Source</i> http://www.nhtsa.gov/risky-driving/seat-belts</p>

Jan | May | Sep

Day	Statement	Response
10	Being a professional driver	When you are a professional commercial vehicle driver, you know there are many rules to follow, including federal regulations, local and state laws and ordinances as well as driving-related company policies. What separates a professional from a non-professional is understanding our society expects them to follow the rules, no exceptions. To be able and meet those expectations, a driver must be willing to accept coaching from others, be open to new ideas, willing to change, understand that the coach is not better than you, but may offer a fresh perspective that can be helpful.
11	The right stuff	Professional drivers know they have a responsibility for the safety of other drivers, co-workers, other motorists, company vehicles and equipment.
12	Click it or Ticket	A driver cited for not wearing a seat belt during a roadside inspection may receive the maximum number of points allowed, and both the driver and the motor carrier may be charged. Every year during holidays, law enforcement agencies join forces day and night, from coast-to-coast, for an enforcement blitz that delivers on the message Click It or Ticket. The mobilization is supported by national and local paid advertising and earned media campaigns aimed at raising awareness before the blitz.
13	Healthy habits	By necessity, drivers have long hours of physical inactivity while driving. Seek help in developing an exercise and fitness program to help improve stamina and strength. If you are fit from exercising routinely, you can also reduce stress and improve your mental wellbeing.
14	Storms	If you live in an area prone to violent weather, you can find advanced forecasts available through the local media or the National Weather Service, or you can obtain a weather alert device to provide notice of possible or imminent storms.
15	Adjusting	When road and weather conditions deteriorate, or traffic volume increases, you should add more time between you and the vehicle ahead. Extreme conditions such as rain, ice, snow and fog require adding space until you are sure you have time to suddenly stop without striking the vehicle ahead.

Jan | May | Sep

Day	Statement	Response
16	Interventions	As a driver, you have probably noticed another driver's attitude regarding safe driving is questionable or high risk in nature. As a fellow employee or friend, do not ignore the problem or avoid talking to them. You could be helping them keep their job, their life and/or save the lives of others.
17	Consuming alcohol	<p>No driver shall perform safety-sensitive functions within four hours after using alcohol (FMCSA Section 382.207: Pre-duty use).</p> <p>Using alcohol means even one drink. No driver required to take a post-accident alcohol test shall use alcohol for eight hours following the accident or until after he/she is tested.</p>
18	Company Seat Belt Policy	The driver and all occupants are required to wear safety belts when the vehicle is in operation.
19	Healthy choices	<p>You are what you eat when it comes to good health, so the more you understand how to make good dietary choices, the better for your health. The same applies to understanding the benefits of counter measures to ward off fatigue. Fatigue countermeasures include:</p> <ul style="list-style-type: none"> • Obtaining a minimum number of hours of restful sleep. • Employing napping strategies. • Taking sufficient rest breaks from driving. • Paying attention to variations in mood, motivation, and performance. <p>With increased awareness, it is more likely you can act on the telltale warning signs of the onset of fatigue and waning alertness while driving.</p>
20	Tornadoes	Listen for authorized tornado watches and warnings. Take cover in a basement or in a first-floor interior room without windows. If you are caught while walking or riding away from a safe shelter, consider taking cover in a ditch or depression.

Jan | May | Sep

Day	Statement	Response
21	Improving your odds	<p>During a crash, being buckled up helps keep you safe and secure inside your vehicle, whereas being completely thrown out of a vehicle is almost always deadly. Seat belts are the best defense against impaired, aggressive and distracted drivers.</p> <p><i>Source</i> http://www.NHTSA.gov</p>
22	Captain of the trip	<p>As a commercial vehicle driver you are the 'captain of the ship.'</p> <p>By tradition, sea captains are responsible for returning their ships, sailors and cargo safely to port. You are the captain of the ship and your trip. You have many “crewmembers,” from dispatchers to mechanics and emergency personnel patrolling highways. By being prepared and equipped with the skills and knowledge to safely operate your vehicle, you will be ready to navigate your way safely home.</p>
23	Pledge to not be distracted	<p>Take the National Highway Traffic Safety Administration pledge. Encourage your family and friends to do so too.</p> <p>Download the NHTSA form at http://www.distraction.gov/take-action/take-the-pledge.html</p>
24	Heart disease	<p>Heart disease is the leading cause of death for both men and women. According to the Centers for Disease Control (CDC) approximately 610,000 people die of heart disease in the United States every year—that's one in every four deaths. To help prevent heart disease:</p> <ul style="list-style-type: none"> • Eat a healthy diet • Maintain a healthy weight • Exercise regularly • Do not smoke • Limit alcohol use

Jan | May | Sep

Day	Statement	Response
25	A slippery problem	<p>According the Bureau of Labor Statistics (BLS) 2016 report, Slips, trips and falls (STFs) are the number one cause of injuries in the workplace. S/T/Fs cause 16 percent of all workplace deaths and are third only to motor vehicles and violence and other injuries by persons or animals as a cause of fatalities. STFs can result in head injuries, back injuries, broken bones, cuts and lacerations, sprained muscles, or even death. Slip, trip and fall incidents are usually placed in one of two major categories: fall from elevation, such as from steps, ladders, platforms, flatbed or tanker trailers, etc. and falls on the same level, such as on uneven surfaces, slippery surfaces, curbs, etc.</p>
26	Exercise	<p>Regular physical activity helps improve your overall health and fitness, and reduces your risk for many chronic diseases. It may seem difficult at first to find the time or energy to exercise, but even a little exercise a few days a week can help improve your health. Whether on the road (at rest areas and truck stops) or at home, try and go for short walks, do some push-ups, jumping jacks, stretch and engage in other physical activity.</p> <p>Always check with your doctor first to be sure you are able to perform new physical activities.</p> <p><i>Source</i> http://www.cdc.gov/physicalactivity/everyone/guidelines/index.html</p>
27	Planning your route	<p>Know if there are any travel restrictions on your route, be prepared to be stranded or delayed, check weather and road conditions from TV or radio stations, or internet websites such as the FHWA's national weather and road map, designated traffic hotlines, local police, emergency response personnel and state police.</p> <p>www.fhwa.dot.gov/trafficinfo/</p>
28	Reducing risks	<p>As a professional driver, you are expected to comply with the posted speed limits. For large vehicles, the stopping distances are greater than smaller vehicles, and highway speed limits are often set differently for trucks. Lowering speed gives you the time to see ahead and the ability to adjust to adverse conditions as they develop.</p>

Jan | May | Sep

Day	Statement	Response
29	Communicate the company policy	Communicate company policy to all passengers during the reservation process or at ticketing.
30	Slow down for school busses	Slow down while approaching children that are awaiting school busses. Always stop for busses, and wait patiently until all children have crossed the street safely. Pay attention to bus signals and wait until the bus has begun moving before you proceed.
31	Engine and cab compartments	Check for correct coolant level, inspect defrosting and heating equipment and check wipers and windshield washers to ensure that they are working. Carry spare wiper blades and extra washer fluid. Check tire chains to ensure they are free of broken or missing links and straps. Check exhaust systems for signs of soot marks indicating possible exhaust leakage.

Feb | Jun | Oct

Day	Statement	Response
1	Driver education and training	Employers are required to provide educational materials about alcohol and controlled substance regulations, along with the employer's policies and procedures regarding meeting the requirements of the regulations. Drivers must sign a form confirming receipt of this information.
2	Overhead storage and racks	Ensure all stored items in overhead storage and racks are properly secured to prevent falling.
3	CDL on board	<p>Make it a habit to ensure your medical card is with you at all times when driving as required by the Federal Motor Carriers Safety Regulations. Not having a medical card during a roadside inspection will result in a violation, and the points can affect the US DOT CSA rating for you and the motor carrier.</p> <ul style="list-style-type: none"> • Do you always check your CDL before you leave home or your vehicle each day? Driving without a CDL in your possession can result in a violation of eight points charged to you and the motor carrier. • Do you know your CDL expiration date; do you have endorsements needed to perform your duties? Driving without the proper endorsements results in a 8-point severity rating for each missing endorsement.
4	Four-point wheel chair securement	Use four-point wheel chair securement with tie downs, three point seatbelt securement for passengers, and turn off powered wheel chairs and lock wheels.
5	The seat belt pledge	Take the pledge: I will wear my safety belt because my wellbeing greatly affects my family and loved ones. It is my responsibility to maintain control of my vehicle. Using my safety belt is my best chance of remaining in control of my vehicle in a crash or emergency situation. I will always remember to buckle up.
6	Remember the ABC's	Remember the ABCs: Arms (make sure wheel chair passenger's arms are close to the body); Belts (all belts secured); Clicks (listen for the click).

Feb | Jun | Oct

Day	Statement	Response
7	Counter measures	<p>Here are some tips to help reduce driving fatigued. Pull off in a safe area and take a brief nap (15 to 20 minutes). Longer naps may result in sleep inertia, leaving you groggy and disoriented, which can be detrimental to driving. Drinking a caffeinated beverage may promote short-term alertness, but it takes about 30 minutes for caffeine to enter the bloodstream. Keep in mind that caffeine won't have much of an effect on people who consume it regularly.</p>
8	Roadside violation points	<p>Seat belt violations are considered a serious infraction by the FMCSA. A seat belt violation is reflected in the unsafe driving BASIC and can result in fines levied against the motor carrier and driver. But most important is the risk to the driver and other motorists or bystanders. The driver is exposed to serious or fatal injury while others must deal with the fact there is no driver to control the truck.</p>
9	Secure parking	<p>Vehicles and their cargo obviously are most at risk to theft or vandalism when they are parked. Remember, freight at rest is freight at risk.</p>
10	Relaxing	<p>Learn to lower the stress associated with your driving duties by recognizing stress inducing situations. Identify situations or conditions that are common "stress triggers" at work and during off duty hours. Think about what creates stress before work, during work and in your personal life. Running late, financial concerns, personal relationships, traffic or maybe weather are just a few many people experience often.</p> <p>Worry only about those things over which you have control to relieve anxiety. Remember, you will be calmer in a fast paced world both at home and at work, by learning to recognize, control and manage our own responses to stress.</p>
11	Seat belt use: Not optional	<p>In accordance with Section 392.16 of the Federal Motor Carrier Safety Regulations (FMCSR), all CMV drivers must be belted, including anyone in the sleeper berth. The regulations say that a CMV with a seat belt assembly installed at the driver's seat shall not be driven unless the driver has properly restrained himself or herself with the seat belt assembly.</p>

Feb | Jun | Oct

Day	Statement	Response
12	A visit to Real Ville	<p>Is the risk of a crash worth answering a text, answering a call, adjusting the radio or eating a meal while driving? Here's one of many faces of victims of a distracted driving crash; In May of 2008, a young women and her parents attended her college graduation ceremony. On the way home, a young driver talking on his cell phone ran a red light, causing a tractor-trailer to swerve and crash into that vehicle. The young women was critically injured, and both of her parents were killed instantly.</p>
13	Never pass school busses on the right	<p>Because state laws vary, it is best to review the laws of the state where you operate. However, a best practice is to never pass a school bus on the right side as this is the side that children exit the bus. In most State's when the bus' lights are flashing yellow and/or red it is illegal. Laws in regards to divided highways also vary from State to State. Expect delays.</p> <p>The opening of schools means an extra half million school busses on the road, in addition to the extra millions of vehicles operated by teachers and students returning to school.</p>
14	Hours of Service	<p>Hours of Service do not include any time resting in a parked vehicle (also applies to passenger-carrying drivers). In a moving property-carrying CMV, does not include up to two hours in passenger seat immediately before or after eight consecutive hours in sleeper-berth.</p>
15	Be a back up pro	<p>One of the dangers of driving any vehicle and commercial vehicles in particular is letting good driving habits fade into bad habits.</p> <p>Basic safe backing precaution requires getting out of the vehicle to ensure the path is clear but is repeated multiple times a day or a week. This repetition often reveals no hazards to avoid. As a result, it becomes easier to assume it unlikely that you will encounter another object. But a professional driver knows that collisions usually occur while backing up.</p> <p>Do not drive like an amateur; be a pro. Be prepared and alert and follow basic and company backing procedures.</p>

Feb | Jun | Oct

Day	Statement	Response
16	Nutrition	<p>Did you know that half of your plate each meal should be fruits and vegetables? Healthy diets rich in fruits and vegetables may reduce the risk of cancer and other chronic diseases. Fruits and vegetables also provide essential vitamins and minerals, fiber and other substances that are important for good health. Most fruits and vegetables are naturally low in fat and calorie and are filling.</p> <p><i>Source</i> http://www.cdc.gov/nutrition/everyone/fruitsvegetables/index.html</p>
17	Responsible to whom?	<p>Drivers are responsible for observing company work rules and motor vehicle laws and knowing the consequences of poor judgment, including those affecting your loved ones.</p> <ul style="list-style-type: none"> • Your employer relies on you completing your assignments as expected to remain a viable business, and the public relies on you not to harm others. • Your family may rely on your financial support, emotional support but more importantly, they rely on you being there for future holidays and other life events.
18	Stay calm	Be patient; do not let the behavior of others change your attitude about driving safely and making safe driving choices.
19	Passenger behavior	If a passenger's behavior becomes uncontrollable or is under the influence of drugs/alcohol, call a company dispatcher. If necessary, ask the passenger to take another form of transportation.
20	Follow the doctor's orders	If your physician requires you take prescription medications, receive therapy or follow special dietary guidelines, be sure that you follow the instructions for your personal health and safety while driving.
21	Sleep bank deposits	Adequate sleep means getting at least seven to nine hours of sleep. Schedule breaks about every 100 miles or two hours during long trips. Avoid having any alcohol or sedating medications prior to your trip. Check your medicine labels or ask your doctor.

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Day	Statement	Response
22	Stay informed	Dispatchers and drivers should check for any special situations or condition that could pose a safe driving hazard before a trip begins and for the duration of the trip, such as delays, traffic issues and condition of vehicle or cargo.
23	Housekeeping and maintenance	Check deck plates regularly and repair when faulty; keep trailer floors in good shape and dispose of string, shrink wrap, dunnage and other debris both in and around trucks, trailers and shipping docks.
24	Is your paperwork in order?	Know and understand the information. Replace any missing information or forms; if unsure, contact a supervisor or responsible party(s). Do not hesitate to ask questions.
25	Dozing	<p>'But I only closed my eyes for a second!' At 60mph, a single second translates to speeding along for 88 feet—that's the length of two school busses.</p> <p>According to the NHTSA, drowsy driving causes approximately 80,000+ crashes a year. These accidents result in an estimated 35,000 injuries and 1,000 deaths. Those who sleep less than six hours are three times more likely to be involved in a crash. Get adequate sleep—most adults need 7-9 hours to maintain proper alertness during the day.</p>
26	Visually inspect the scene	Visually inspect the scene and take photos that show contributing factors such as road conditions, traffic signals, lane markers, and skid marks. Take pictures from different angles, and, if possible, beginning at 20 steps from the scene and then again at 30, 50, and 100 steps.
27	Medical card	<p>After each US DOT physical examination, be sure your card has all the required entries, the entries are accurate and the information is legible. To protect the card, consider-sealing it in a plastic cover.</p> <p>CDL drivers must now certify their type of driving (e.g., interstate, intrastate, etc.) and submit a current medical examiner's certificate (card) to the state in which they are licensed. Failure to do so can result in cancellation of commercial driving privileges by the state.</p>

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Day	Statement	Response
28	Do you know the consequences?	Driving decisions are often affected by outside influences that cause a shift of focus away from the driving task. Glancing down at a cell phone or other device for even a few seconds can be the equivalent of driving the length of a football field blindfolded. Remember, the consequences could be permanent.
29	Inability to provide a specimen	The collector will give you the opportunity to consume up to 40 ounces of fluid, distributed reasonably through a period of up to three hours, or until a sufficient urine specimen can be produced, whichever comes first.
30	Why use seconds?	Why should I use seconds instead of a vehicle count (e.g., a couple of car lengths) as a following distance measure? A following distance based on a number of vehicles is not preferred because it can be too subjective. The length of vehicles varies—a compact car is a lot smaller than a large box truck or tractor-trailer.
31	Eliminate distractions near schools	Eliminate distractions in your vehicle. Consider turning off or turning down the radio, do not use your cell phone, or adjust any other electronic devices, and increase your alertness in and around school zones. Anticipate the children will disobey posted crossing signs and be prepared to stop.

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Day	Statement	Response
1	Winning the game	Many successful and celebrated sports coaches often tell their players, “Let the game come to you,” meaning do not push things just to get your way. Being relaxed and confident allows you to see the “play” developing and the time to be sure you make the right decisions.
2	Driving physically impaired	Being awake for 18 hours is equal to a blood alcohol concentration (BAC) of 0.08%, which is legally drunk and leaves you an increased risk for a crash. <i>Source</i> http://drowsydriving.org/about/detection-and-prevention
3	What is fatigue?	Fatigue is defined as mental or physical exhaustion and extreme tiredness or weariness resulting from physical or mental activity. Fatigue can be a symptom of a medical condition, but more commonly, it is a normal physiological reaction to: <ul style="list-style-type: none"> • Exertion • Lack of sleep • Boredom • Changes of sleep-wake schedules • Stress <p>How many of these do you think can affect your driving?</p>
4	Severe weather	If you live in an area prone to violent weather, you can find advanced forecasts available through the local media or the National Weather Service, or you can obtain a weather alert device to provide notice of possible or imminent storms. Thunderstorms and Lightning : Take shelter, stay indoors and stay away from doors and windows; avoid using appliances and taking baths or showers Tornadoes : Listen for authorized tornado watches and warnings. Take cover in a basement or in a first-floor interior room without windows. If you are caught while walking or riding away from a safe shelter, consider taking cover in a ditch or depression.

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Day	Statement	Response
5	At fault	If you strike a vehicle from the rear, you may be partially (if not solely) responsible, especially when visibility, weather conditions and vehicle controls are degraded.
6	Watch for school busses	Obey all posted highway signs including changing speed limit zones and school zone area information signs. Anticipate that children may be present at other times as well, for example, attending after school activities.
7	Passenger and luggage loading	Load passengers and luggage as evenly as possible to avoid placing too much weight in the rear of the van or in topside luggage racks.
8	Communicate defects	Submit written vehicle condition reports after every trip to maintenance personnel to ensure all defects are repaired before becoming a danger to safe operation of vehicles.
9	Changing weather	From summer to fall or winter to spring, changing seasons will require being prepared to handle different weather and road conditions. One precautionary step includes ensuring you have supplies to handle winter weather. Check the condition of snow removal tools and equipment, stores of salt, windshield washer fluid and appropriate bad weather gear (including warm clothing, gloves, hats and windshield scrapers).
10	Moving violations	Speeding citations are reflected on your CDL, even those received when not driving a commercial motor vehicle. It could result in loss of driving privileges and job. The US DOT CSA safety measurement system scores drivers as well as motor carriers.
11	Crash statistics	Use of, or reach for, an electronic device made the risk of crash or near-crash event 6.7 times as high as non-distracted driving; and Text messaging made the risk of crash or near-crash event 23.2 times as high as non-distracted driving.

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Day	Statement	Response
12	Hours of Service	<p>10-Hour Driving Limit : May drive a maximum of 10 hours after 8 consecutive hours off duty.</p> <p>15-Hour Limit : May not drive after having been on duty for 15 hours, following 8 consecutive hours off duty. Off-duty time is not included in the 15-hour period.</p> <p>60/70-Hour Limit : May not drive after 60/70 hours on duty in 7/8 consecutive days.</p> <p>Sleeper Berth Provision : Drivers using a sleeper berth must take at least 8 hours in the sleeper berth, and may split the sleeper berth time into two periods provided neither is less than 2 hours.</p> <p><i>Please periodically check the FMCSA website for any HOS changes throughout the year.</i></p>
13	Space and speed	<p>Are you driving a safe distance from the vehicle ahead? If it suddenly and unexpectedly stops can you stop in time? Drive at a speed that allows you time to see and react to a panic stop of the vehicle in front of you.</p>
14	Health and fatigue	<p>Drivers who are generally more health conscious in their beliefs and behaviors, and who are more physically fit, are more likely to maintain continuously high levels of driving alertness and attention.</p> <p><i>Source</i> http://www.nhtsa.gov/people/injury/drowsy_driving1/listening/Sect3.htm</p>

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Day	Statement	Response
15	Sleeper Berth Provisions	<p>Drivers using a sleeper berth must take at least 8 hours in the sleeper berth, and may split the sleeper berth time into two periods provided neither is less than 2 hours.</p> <p><i>Please periodically check the FMCSA website for any HOS changes throughout the year.</i></p> <p><i>Source</i></p> <ul style="list-style-type: none"> • https://www.fmcsa.dot.gov/regulations/hours-service/summary-hours-service-regulations • https://www.fmcsa.dot.gov/sites/fmcsa.dot.gov/files/docs/brochure-part-395-2006_508CLN.pdf
16	Stay visible	Turn on your headlights to increase YOUR visibility to others. Being visible is critical to alerting other vehicles and pedestrians of your presence.
17	Check and Inspect	Check for correct coolant level, inspect defrosting and heating equipment and check wipers and windshield washers to ensure that they are working. Carry spare wiper blades and extra washer fluid. Check tire chains to ensure they are free of broken or missing links and straps. Check exhaust systems for signs of soot marks indicating possible exhaust leakage.
18	Maintain a safe cushion	A safe following distance allows for a safety cushion if unexpected hazards appear, road conditions change or the vehicle ahead of you suddenly stops or changes direction. If someone cuts you off, reduce your speed to regain a safe distance.
19	Company policy on drinking	Announce and/or provide company policy on drinking and passenger behavior.
20	Driving duty limits	Regulated drivers may not drive beyond the 14th consecutive hour after coming on duty following 10 consecutive hours off duty, and an 11-hour driving limit a day after 10 consecutive hours off duty over either the 60-hour/7-day or 70-hour/8-day duty limits. (Part 395 - Hours of Service of Drivers)

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Day	Statement	Response
21	Rear-end collisions	Maintaining a safe following distance is a best practice to help reduce a rear-end collision. It is historically one of the most common and easily avoidable types of collisions. Do not tailgate. Leave yourself enough space to react.
22	Seat belts vs. airbags	<p>Air bags are designed to work with seat belts, not replace them. In fact, if you do not wear your seat belt, you could be thrown into a rapidly opening frontal air bag; a movement of such force could injure or even kill you.</p> <p>See http://www.safercar.gov for more on air bag safety.</p> <p><i>Source</i> http://www.NHTSA.gov</p>
23	Cell Phones Increase Risk	<p>Driving while talking on cell phones (handheld and hands-free) increases risk of injury and property damage crashes four-fold</p> <p>Review your company cellphone/distracted driving policy .</p>
24	Quality Rest	<p>Family members play an important role in how much sleep we get. Communicate to your family members what your needs are. Remind them how important it is for you to get adequate sleep so you can stay safe on the road. Sometimes it may mean occasionally missing out on family gatherings, school functions, etc. But it's better than not living through a crash and not being there at all for your family.</p>
25	Get help to back up	<p>When preparing to back using someone to guide you make sure that:</p> <ul style="list-style-type: none"> • They are in a safe but appropriate position to see hazards and be seen by the driver. • You and your guide have agreed on the hand signals to be used before backing up. • You and the guide should recall the path of travel is more than the ground. It is important to look up and around the trailer for sufficient clearance.

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Day	Statement	Response
26	Be aware near schools	Be aware of the likelihood of inexperienced and reckless drivers in and near schools. Youthful drivers may make mistakes in judgment so be sure you are looking out for yourself by looking out for the mistakes of other drivers. Drive defensively.
27	Floods	Streams and river conditions can change dramatically when the snow is melting or during high levels of sustained rainfall. The force of flood waters can lift people, buildings, cars and trucks off of the ground. If possible you should turn off utilities until notified by authorities it is safe to resume their use. Remember to inspect any trailers or tractors that may have been submerged while parked in a flooded area. Check your cargo, wheels, seals, brakes or other components for water infiltration.
28	Arrive Safely	Once a trip begins, arriving at your destination depends on making safe driving decisions. As the driver, you must make safe driving decisions to arrive safely at your destination.

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Day	Statement	Response
29	Electronic Logging Devices (ELD)	<p>Who must comply with the electronic logging device (ELD) rule?</p> <p>The ELD applies to most motor carriers and drivers who are currently required to maintain records of duty status (RODS) per Part 395, 49 CFR 395.8(a). The rule applies to commercial buses as well as trucks, and to Canada- and Mexico-domiciled drivers.</p> <p>The ELD rule allows limited exceptions to the ELD mandate, including:</p> <ul style="list-style-type: none"> • Drivers who operate under the short-haul exceptions may continue using timecards; they are not required to keep RODS and will not be required to use ELDs. • Drivers who use paper RODS for not more than 8 days out of every 30-day period. • Drivers who conduct drive-away-tow-away operations, in which the vehicle being driven is the commodity being delivered. • Drivers of vehicles manufactured before 2000. <p><i>Source</i> https://www.fmcsa.dot.gov/sites/fmcsa.dot.gov/files/docs/regulations/hours-service/elds/74541/eld-rule-faqs-september-2018.pdf</p>
30	Federal cell phone restrictions	<p>All regulated commercial vehicle drivers must follow the requirements regarding distracted driving, e.g., using cell phones and other mobile communication devices. There are driver penalties up to \$2,750 for the first offense and for each offense thereafter. CDL privileges could be suspended and employers could be fined up to \$11,000.</p>
31	What does distracted driving mean?	<p>Not focusing on the road ahead and mirrors can lead to being caught unaware of changing conditions or situations in front of and around your vehicle. How many seconds or minutes a day have you driven blindly while distracted? Focusing on an object, person, task or event not related to driving affects the driver's awareness, decision making and/or performance. Think of the number of things you do like that and then add up the average amount of time you are not focused on a daily basis.</p>

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Day	Statement	Response
1	What are the risks of speeding?	Traveling 65mph in a 55mph zone increases your odds of being in a collision by 31%. (ATRI) Speeding can increase liability in a crash situation. Observe reduced speeds in school, construction and hospital zones. Remember, as a professional driver the expectations are high but you are the person who may suffer the unfortunate consequences.
2	Driving privilege	Avoid losing driving privileges due to administrative cancellation resulting from a failure to pay tickets or report a change of address.
3	Counting is key	How do I know if I am leaving enough space between myself and the vehicle ahead? At a minimum, there should be at least six seconds of separation between your vehicle and the vehicle ahead.
4	Where and how falls occur	Falls occur on ramps, in parking lots, on walking surfaces and in garages, wash bays and fuel area. Changes in elevation such as steps leading into a warehouse or loading ramps leading into a trailer can be the cause of a fall. Uneven surfaces, poor lighting/visibility, unfamiliar location, ice, snow and rain are other causes, as well as spilled fuels and oils mixed with water and soapy wet floors in restrooms and showers.
5	Refueling	Maintaining a healthy diet helps you to sustain the necessary energy and alertness needed to drive safely.
6	Your condition	As the driver, you are the final safety link when the journey begins. Your ability to think clearly, choose wisely and act quickly largely determines whether you will successfully and safely complete your trip.
7	Stopping distance	<p>Speed limits posted on curve warning signs are intended for passenger vehicles, not large or heavy vehicles. Large or heavy vehicles should reduce their speed even further.</p> <p>Studies have shown that large trucks entering a curve, even at the posted speed limit, have lost control and rolled over due to their high center of gravity.</p>

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Day	Statement	Response
8	Making safe choices	Unfortunately, outside factors can have a negative impact on your decision making. Don't let missing a turn or running late for an appointment upset you and shift your attention from safety. Don't let the temptation to try to beat a traffic light win out over good judgment. Make the safer choice.
9	Driver inattention	<p>Driver inattention (both physical and cognitive) is a leading cause of traffic crashes—responsible for about 80 percent of all collisions—according to the National Highway Traffic Safety Administration (NHTSA). The number one source of driver inattention is cell phones, according to a Virginia Tech/NHTSA 100-car study. How many times a day or week do you see others distracted while using cell phones? Name other distractions you notice.</p> <p>Source: US DOT Driver Distraction in Commercial Vehicle Operations, Virginia Tech Transportation Institute, September, 2009: DriverDistractionStudy.pdf</p>
10	Following company policy	Follow company policy concerning the handling of unruly passengers and alcohol.
11	Footwear	Wear sturdy footwear with slip-resistant soles. You should know the situations and climate you will face each day.
12	Random testing	If you are required to submit a specimen for a random test, you must proceed immediately to the collection location. Immediately does not mean within two hours. Immediately means that after notification, all the employee's actions must lead to an immediate specimen collection.
13	How IS my driving?	Feedback about driving behavior comes from a variety of sources including motor vehicle reports, accident reports and roadside violations to name a few. However, the driver should be the most influential monitor of his or her own driving. The driver has the most to lose if involved in a crash or for receiving multiple driving citations. And, regulated drivers' roadside violations can be reviewed by prospective employers, which could determine a driver's employability in the future. Only you know how many chances you are willing to take.

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Day	Statement	Response
14	Being a mentor and a role model	If you exhibit the qualities of a professional commercial vehicle driver, other drivers value your advice and help. To be an effective “coach” be sure to demonstrate these traits: expertise, enthusiasm, clarity, empathy and respect. Remember to lead by example.
15	Vehicle security	<p>When parking your vehicle consider checking the following the following:</p> <ul style="list-style-type: none"> • is your engine off; • are your doors locked; • are your security measures in place; • are your keys in hand? <p>Drivers should be trained not to take chances, even if they're only away for a moment.</p>
16	Exterior inspection	Check tires and lights. Tread depth for steering tires must be 4/32” at minimum and all other wheel positions require a minimum tread depth of 2/32”. Be aware that tire pressures may vary considerably in cold or hot weather. Headlights, signal lights and brake and running lights must be operational and also clearly visible. During rain and snow, it may be necessary to occasionally clean the various light lenses to ensure the vehicle is easily visible to other drivers.
17	Polling results	For many years, government and research institutions have surveyed drivers across the nation to determine how they rate their driving compared to other drivers they observe. Driver responses indicate high ratings for themselves and significantly lower ratings for other drivers. Are you being honest with yourself about your driving?
18	Avoid hard turns	Avoid hard turns, sudden stops, quick accelerations, and driving over curbs or through potholes. Most of all, avoid being involved in a collision.

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Day	Statement	Response
19	Inspect entrance/exit point	Routinely inspect entrance/exit points prior to beginning a trip. Steps should be in good condition and have appropriate anti-skid materials, and hand rails or other supports should be available to help reduce slips and falls by passengers.
20	Top health risks	<p>The top critical health risks to commercial vehicle drivers can include:</p> <ul style="list-style-type: none"> • Smoking and tobacco use • Obesity (being overweight) • Hypertension (high blood pressure) • Poor eating habits, diet and nutrition • Using alcohol, drugs and other chemical substances • Lack of physical activity/physical fitness • Psychological stress and mental fitness
21	Information collection	Collect information at the scene including exchanging information with others including names and phone numbers. Make no statements, admission of fault, or otherwise volunteer information.
22	Relating	Improving and maintaining your health will improve your chances of living longer, spending more quality time with your family and enjoying your hobbies and other fun and important parts of life. In addition, your ability to be effective at your job can be enhanced by staying healthy.
23	Prescription and over the counter medicine	<p>If you use prescription or over the counter drugs, you need to be aware of the regulations governing their use as commercial vehicle driver. The medication must be prescribed to you by a licensed physician. The role of the prescribing physician is to make a 'good faith' judgment that the use of the substance prescribed or authorized dosage level is consistent with the safe performance of your duties.</p> <p>If one or more doctors are treating you, you must show that at least one of the treating doctors has been informed of all prescribed medications.</p>

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Day	Statement	Response
24	Severe thunderstorms	Consider these safety tips: in thunderstorms and lightning, take shelter, stay indoors and stay away from doors and windows; avoid using appliances and taking baths or showers.
25	Conduct pre trip inspections	Conduct pre-trip inspections of all securement equipment for seats and wheel chairs or other portable sitting equipment.
26	Lining up	Be sure that you begin the backing maneuver by avoiding blind side backing. If needed, you should go around and re-position your vehicle. Having your mirrors aligned and in good condition will increase your visible line of sight. Remember, it is the responsibility of the driver to back up safely at all times whether using an assistant or not.
27	Before backing up, take a walk.	<p>Follow the fundamental rule of safe backing; always follow through and meet your GOAL:</p> <div style="background-color: #f0f0f0; padding: 10px; text-align: center;"> <p>G et O ut A nd L ook!</p> </div>
28	Police and emergency services	Call for help from police and emergency services and notify your company contact person.

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Day	Statement	Response
29	Top ten distractions list	<p>NHTSA has published a list of the top ten driving distractions. They are:</p> <ul style="list-style-type: none"> • Excess drowsiness or falling asleep • Operating a cell phone or other hand-held device • Talking on a cell phone or to another passenger • Reading or looking at a map • Eating or drinking • Applying cosmetics • Reaching for a CD or adjusting the radio • Reaching for an object that is sliding off the seat • Looking at surroundings (rubbernecking) • An insect inside the vehicle
30	Calculating your following distance	<p>To calculate a six-second following distance, watch the vehicle in front of you pass a non-moving object (e.g., overhead bridge, street light, billboard, tree, etc.) and begin counting (one thousand one, one thousand two, etc.). By the time you get to that same fixed object, you should have counted at least six seconds. Recommended practice for commercial motor vehicles is considered six to eight seconds following distance.</p>

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Day	Statement	Response
31	Refusing a test	<p>No employer shall permit a driver who refuses to submit to drug tests and medical evaluations to perform or continue to perform safety-sensitive functions (FMCSA Section 382.307: Reasonable Suspicion Testing).</p> <p>Some testing situations that drivers may not be aware of include:</p> <ul style="list-style-type: none"> • Failing to provide a urine specimen for any drug test, not including a pre-employment test. • Failing to provide a sufficient amount of urine when directed, and it has been determined, through a required medical evaluation, that there was no adequate medical explanation for the failure. • Failing to or declining to take a second test as directed by the employer or collector. • Failing to undergo a medical examination or evaluation as directed by the MRO as part of the verification process.

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