

Defensive Driving Guidelines

Drivers are required to maintain a safe following distance at all times. Drivers should keep a three-second interval between their vehicle and the vehicle immediately ahead. During slippery road conditions, the distance should be doubled or more.

Drivers must yield the right of way at all traffic signals, emergency vehicles and signs. Drivers should also be prepared to yield for safety's sake at any time. Pedestrians and bicycles in the roadway always have the right of way.

Drivers must honor posted speed limits. In adverse driving conditions, reduce speed to a safe operating speed that is consistent with the conditions of the road, weather, lighting and volume of traffic. Tires can hydroplane on wet pavement at speeds as low as 40 mph.

Radar detectors are prohibited in company vehicles.

Turn signals must be used to show where you are heading while going into traffic and before every turn or lane change.

When passing or changing lanes, view the entire vehicle in your rear view mirror before pulling back into that lane. When passing or merging into traffic, always look to your left and rear, allowing you to see vehicles that may be in your blind spot.

Be alert of other vehicles, pedestrians and bicyclists when approaching intersections. Never speed through an intersection on a caution light. When the traffic light turns green, look both ways for oncoming traffic before proceeding.

When waiting to make left turns, keep your wheels facing straight ahead. If rear-ended, you will not be pushed into the lane of oncoming traffic.

When stopping behind another vehicle, leave enough space so you can see the rear wheels of the car in front. This allows room to go around the vehicle if necessary and may prevent you from being pushed into the car in front of you if you are rear-ended.

Avoid backing where possible, but when necessary, keep the distance traveled to a minimum and be particularly careful. Check behind your vehicle before backing. Back to the driver's side. Do not back around a corner or into an area of no visibility.

Drive courteously to avoid confrontations with other drivers.

Employee Signature: _____ Date: _____

Supervisor Signature: _____ Date: _____