



Driving Safely

Airswift Safety Training

Safety Specialist

January 2020

-
- The Focus
 - Driving Policy
 - Defensive vs. Offensive Driving
 - Circle of Safety
 - Vehicle Operation
 - Vehicle Parking
 - What affects your driving?
 - Adjusting to Weather and Road Conditions
 - Always have an Escape Route
 - Accident Reporting
 - Summary
 - Commitment to Safe Driving



What?

The purpose is to reiterate the driving policy and to provide safety tips for driving onsite.



Why?

There has been an increase in vehicle incidents and violations.

How?

Employees, vendors, and contractors who operate a vehicle are responsible for doing so in a safe manner, observing all safety rules and practices.





Maintain a valid drivers license



Be mentally alert and physically able to operate a motor vehicle



Adhere to all posted speed limits and other traffic signs



Follow all traffic law of the state of Texas

Defensive vs. Offensive Driving

Defensive Driving

- Doing everything practical to avoid collision
- Learning to anticipate actions of other drivers or pedestrians

Offensive Driving

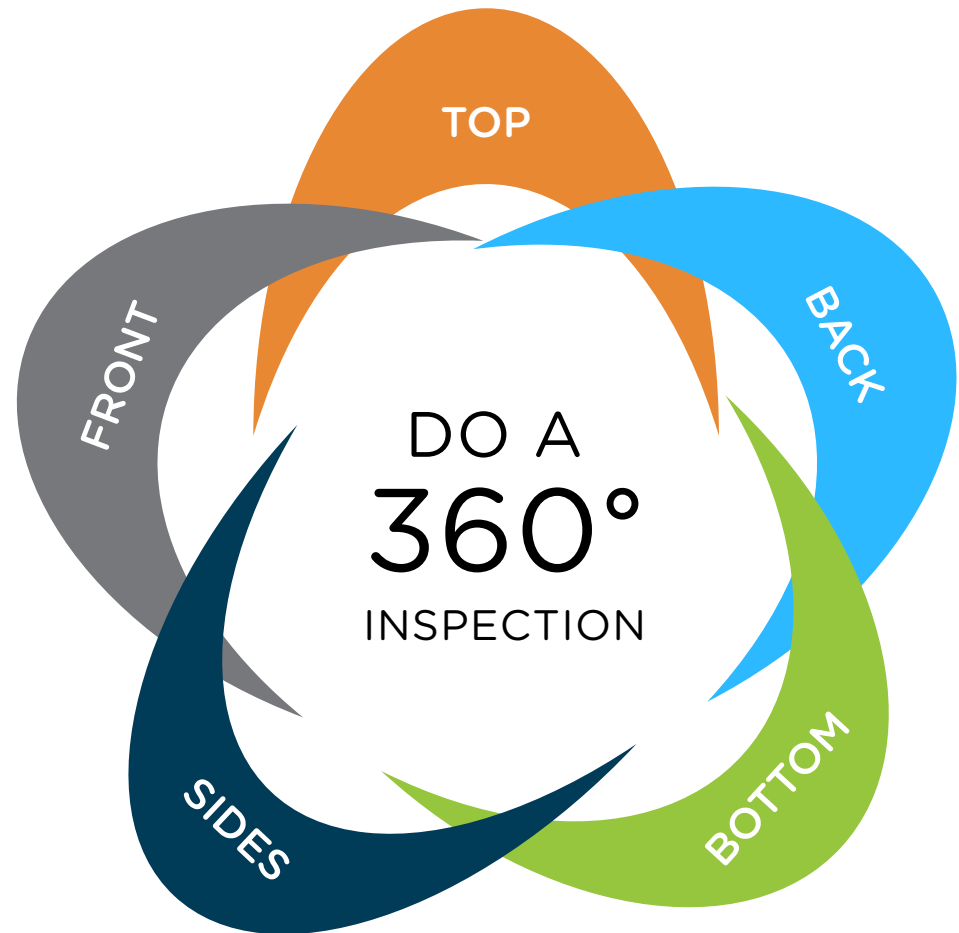
- Only paying attention to your own skills
- Speeding
- Failed to yield
- Making improper turns
- Passed a stop sign
- Following other vehicles too closely

What to Look For:

- Any damage on the exterior of the vehicle
- Is it safe to operate?
- Remove chocks
- Leaks
- Tires
- Interior of vehicle
- Is the check engine light on?
- Are seatbelts in working order?
- Check your surroundings for any obstructions



Circle of Safety: Conduct an Inspection



When possible, use a spotter!

The spotter should conduct a circle of safety and check for:

- Obstructions beside the vehicle
- Burnt out reverse lights
- Remove all identified hazards
- Ensure all items on the bed of the vehicle are secured



Spotter's responsibilities

- Should be approximately 8ft to 10ft away from the vehicle
- Wear safety vest or reflective clothing
- Use universal spotter signals to direct the driver
- Do not walk backwards while giving instructions
- Ensure there is a route of escape in case driver loses control of vehicle or fails to see spotter
- Do not place yourself between the vehicle and a fixed object
- Maintain eye contact with driver through the window or side mirror



Circle of Safety: Spotter Universal Signals



Back UP



Back, Turn Left



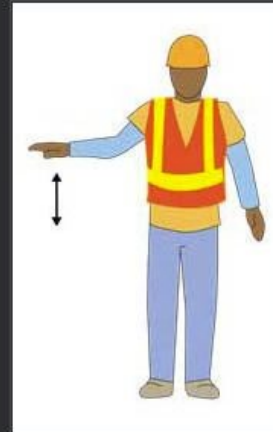
Back, Turn Right



Move Forward



Distance Left To Back



Slow Down



Stop

Vehicle Operation



Obey all warning and traffic signs.



Be observant of pedestrians.
Pedestrians always have the right of way.



Reduce speed in adverse weather conditions and adjust to hazardous conditions.



Cell phone use is prohibited while operating motor vehicles.



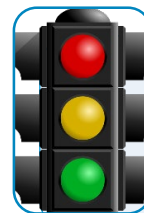
Secure tools and equipment being transported.



When riding in the bed of the vehicle, personnel must be seated on the floor of the bed and shall have no part of the body outside of the bed of the pick-up.



When entering a process area or a tank dike, remember that you require a Vehicle Entry Form.



When approaching an intersection, look both ways and be cautious when proceeding.

Turn off ignition

- Turn off ignition and set emergency brake
- When parking within or near process units:
 - Vehicle keys must be left in the ignition to allow the vehicle to be moved or used in the event of an emergency
 - Do NOT block emergency or fire protection equipment or roadway signs

Forward or backward?

- Where possible, back into the available parking space
- When pulling forward into a space, a tire chock must be placed behind the rear tire of the passenger side

**Note: Vehicles that will exit designated space by driving forward are exempt from chocking.*

Backing up

- Spotters are **required** if you're backing up
- Make sure to remove chocks, if any
- Visually check for any obstructions
- Sound the horn prior to backing the vehicle when people are nearby



What affects your driving?



What affects your driving?

Alcohol

- Affects your judgement on speed, distance, and risks
- Blurred vision
- Fatigued and sleepy

Drugs

- Many prescription drugs may cause dizziness
- In some cases, impairment similar to drunk driving

Strong Emotions

- Both positive or negative can distract you
- 90% of drivers involved in accidents were either angry or excited

Continuous Driving

- Could result in fatigue
- Driver should rest for 15 minutes every two (2) hours

Distracted Driving

- Any activity that diverts attention from driving is equally as dangerous as drunk driving, such as
 - Talking
 - Texting
 - Eating
 - Drinking

Adjusting to Weather and Road Conditions



FOG

- SLOW DOWN
- Turn on your low-beam headlights (High-beams can actually decrease your visibility as they will reflect back causing glare)
- Use your wipers and defroster as necessary



RAIN

- SLOW DOWN by at least 5-10 mph
- Increase following distance to four (4) seconds
- Turn on lights and wipers
- Avoid driving through flooded areas



ICE

- SLOW DOWN
- Be prepared to handle a skid safely
- Beware of icy patches



DUST

- SLOW DOWN
- Never drive into the dust cloud
- Stay at least four (4) seconds behind the dust cloud
- Use emergency lanes when visibility is poor and stop if you can't see
- Be prepared to handle a skid safely

- **Give yourself time, space, and visibility.**
- When traffic traps are building up, plan an escape route. It will make your decisions easier, and possible!



- **Plan ahead**, be aware of possible hazards that could cause you to have to take action.



- **Identify areas** or actions that could help you avoid hazards and put distance between you and dangerous situations.



- Always **allow** yourself enough **space** to react and adapt to changing traffic situations.

All vehicle incidents and accidents must be **reported immediately** to the appropriate site team leader and Airswift contacts.



BE ALERT, ACCIDENTS HURT!

- Know the driving hazards you can face on the road
- Follow the **Circle of Safety** and inspect your vehicle
- Always wear a seatbelt
- Follow traffic rules and obey signs and signals
- Be a safe and defensive driver every day
- Know how to respond to an accident

Join us in our **pledge to safe driving:**

- I will be a defensive driver
- I will always wear my seatbelt and ensure my passengers do so
- I will obey speed signs
- I will not use my cellphone while driving
- I will always use my turn signals
- I will come to a complete stop at a Stop sign
- I will not drive under the influence of drugs or alcohol

Unsafe driving can lead to disciplinary action

ZERO IS EVERYTHING
SECURING YOUR TODAY FOR A SAFE TOMORROW





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