

INCREASING SAFETY BELT USE IN YOUR COMPANY

SAMPLE CORPORATE SAFETY BELT STATEMENT AND PLEDGE

A sample corporate safety belt policy statement and safety belt pledge are presented on the following pages. The conditions in such a policy and pledge should be agreed to by management after input from drivers. It should be distributed and explained to all employees.

CORPORATE SAFETY BELT STATEMENT *(Sample)*

This company recognizes that safety belt use helps to protect our employees, reduce injuries, and control operating costs. Studies show conclusively that failure to use safety belts (lap and shoulder belts) results in increased deaths and injuries. Reducing these costly injuries and deaths protects our employees and can strengthen our effectiveness as a company. Moreover, safety belt use in commercial motor vehicles is required by Federal law. As of January 2006, safety belt use is also the law in 49 states, the District of Columbia, and Puerto Rico. Therefore, we are implementing the following policy:

Safety belts must be used at all times while driving or riding in any company vehicle on company or personal business, or in any other vehicle while on official company business. For sleeper berths, occupant restraint systems installed by the manufacturer must be used, whether the system is at the entry point of the berth or incorporated as a belt-type restraint within the berth itself. This policy applies to all employees and all occupants of vehicles driven by employees on official business, whether in company-owned vehicles (including trucks), rented vehicles, or employees' personal vehicles.

Responsibilities

All personnel will be held accountable for using safety belts. All personnel will sign a pledge to use safety belts and to acknowledge that they will be held accountable for compliance. Non-compliance may result in disciplinary action up to and including discharge.

Top management will ensure that safety belt use programs are established, implemented, and maintained. All managers and supervisors will set an example for others by always wearing safety belts and requiring use of safety belts.

Line Management: Supervisors and managers are responsible for ensuring that drivers of large trucks 1) receive initial and follow-up safety belt training and periodic reminders to use safety belts; and 2) regularly inspect their vehicle's safety belts to ensure that they are in good working order. Safety belt use shall be enforced in the same manner as other work rules. Those who violate this policy will be held accountable. Supervisors and managers must set an example by *always* using safety belts, *whenever* they operate a vehicle, including while in terminals and for short distances.

Drivers: The driver of the vehicle is responsible for enforcing safety belt use of all occupants. The ranking occupant, if other than the driver, shares this responsibility.

Driver Training

All drivers and line managers will undergo safety belt use training that includes information about wearing lap and shoulder belts. The initial instruction, which will be part of employee orientation and driver training, will include information about the importance of and reasons for using safety belts. Participants will be required to sign a pledge to use them. The training may be supplemented by personal counseling, pep talks, distribution of posters, simple reminders by dispatchers at terminals, and other methods.

Enforcement and Evaluation

Safety belt use shall be enforced in the same manner, and with the same consequences, as other work rules. Disciplinary actions may range from (XXX) for a first offense to (YYY) for chronic offenders. Managers will be asked to evaluate the safety belt use in their department or at their terminal and to submit a report every 6 months. An evaluation of each employee's safety belt use will also be incorporated into performance appraisals.

SAFETY BELT PLEDGE

I, _____, have received a copy of
Employee Name

_____ safety belt policy. I have read the
Company Name

company policy and have had the opportunity to ask questions. I fully understand the company's penalty for violation of this policy.

I hereby pledge that I will use safety belts whenever driving or riding in a company vehicle or in any other vehicle when on company business.

I also pledge that passengers of vehicles that I am driving will wear safety belts.

[Signature of Employee] [Date]

[Signature of Supervisor] [Date]

cc: Driver Qualification File