

# Driving Safety Checklist

Your company relies on workers to drive safely to protect themselves and your company's reputation. So you need a way to help assure yourself and your employers that drivers are following the rules. You can adapt this checklist to your specific needs.

Y	N	
		Do your employees have good driving records, with no speeding tickets and no record of repeated accidents?
		Do your drivers always wear their seatbelts?
		Do your drivers observe speed limits?
		Are your employees trained in defensive driving techniques?
		Does your company perform random drug tests to assure drivers don't drive impaired?
		Are your drivers prepared for winter driving on wet, snowy or icy roads?
		Do your drivers understand the stopping distance required for a vehicle is going 40, 50, or 60 miles per hour? What about an 18- wheeler?
		Do your drivers know the rules about intersections, such as who goes first at a four-way stop?
		Are drivers aware of safe following distances in various situations – i.e. wet weather, heavy traffic?
		Do drivers know safe procedures for passing a truck?
		Do drivers know when it is acceptable to make a right turn at a red light?
		Are your drivers aware that the left lane is not a travel lane and is only to be used for passing a slower moving vehicle?
		Do your drivers know what road rage is?
		Do they know road rage is unsafe, and can lead to accidents and violence between drivers?

		Do your drivers know what to do if confronted by an angry motorist on the highway?
		Do drivers know that one of the best ways to drive safely is to create space around their vehicle by not crowding or tailgating?
		Do your drivers always use proper signals for turning, changing lanes and slowing?
		Do your drivers know how to merge onto high-speed highways?
		Do drivers know what to do when confronted by oncoming high beam lights? (Hint: Putting on high beams in response is not the answer).
		Do your drivers take care of their vehicles? Do they bring them in for regular maintenance, change wiper blades regularly and keep tire pressure at recommended levels?
		Do your drivers know how to avoid skids, and, if they do skid, how to safely come out of the skid?
		Are your drivers courteous to others?
		Do drivers know what to do if someone wants to pass them?
		Are your drivers aware that as they age, their response time for braking slows?
		Do your drivers come to a complete stop at a stop sign?
		Do your drivers follow the rules around school buses with flashing lights? What about fire trucks and ambulances?
		Do drivers understand they should not try to run a train crossing with a train approaching?
		Do drivers of pickups know that no one should be allowed to ride in the rear of the pickup?
		Does your company have a strict policy against picking up hitchhikers?
		Are drivers aware of the hazards of driving in the breakdown lane?
		Are your drivers trained to be environmentally friendly and avoid littering?