



## Meiners Electric, Company Safety Manual

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REVIEWED BY:

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FORM REF No:

SP-P-DDRIVING

SUBJ:

**Rules for Drivers**

### 1. RULES FOR DRIVERS

1. Drivers are responsible for checking fuel, oil, and water levels, tire and gauge pressures, and safety equipment prior to leaving with a Company vehicle or when leaving with their personal vehicle on Company Business.
2. Drivers are responsible for observing load limits and traffic violations. Fines resulting from failure to observe local, state, and federal regulations are the responsibility of the driver. Additionally, these same violations may result in disciplinary action(s) up to and including termination.
3. Vehicles having an obstructed rear view shall not be operated in reverse unless the vehicle has an audible reverse signaling alarm and is backed up only when a spotter is present and says it is safe to do so. The spotter should also check for overhead obstructions, including power lines (extremely important when operating dumps, hoisting equipment, etc.). Any vehicle and/or property damage created in a backing incident when a spotter is *not* used, will be paid for by the driver – in other words, the driver will be personally responsible for full payment of the total cost of the vehicle and/or property damage.
4. All accidents, no matter how minor, are to be reported to your Project Supervisor and/or the Safety Director immediately.
5. All engines are to be shut off while refueling.
6. Always use handholds when ascending or descending vehicles and equipment. Do not jump from cab or truck bed.
7. Anyone on Company properties, facilities, and/or job sites, or anyone operating a Company vehicle on Company business, and who is impaired by any unauthorized substance(s), will not be tolerated.
8. The best driver is a defensive driver – one who can anticipate potential danger and respond appropriately. Safe, defensive driving means knowing how to protect yourself from other, less skilled motorists:
  - Be aware of the traffic around you – anticipate problems before they arise.
  - Plan your avoidance strategy – a split-second emergency is no place for trial and error.
  - Keep you reflexes sharp.
  - Use common sense and *always wear your safety belt.*