



# Tailgate/Toolbox Safety Training

Safety Services Company-Safety Meeting Division, PO Box 6408 Yuma, AZ 85366-6408 Toll Free (866) 204-4786

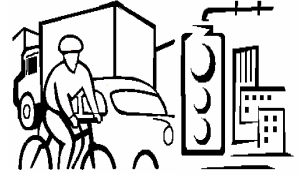


Company Name: \_\_\_\_\_ Job Site Location: \_\_\_\_\_

Date: \_\_\_\_\_ Start Time: \_\_\_\_\_ Finish Time: \_\_\_\_\_ Foreman/Supervisor: \_\_\_\_\_

## Topic 209: Driving Defensively

**Introduction:** Driving defensively means being constantly aware of the driving conditions, planning ahead, anticipating hazards and taking the correct action to avoid accidents. Driving defensively will help to protect the health and safety of yourself and others. The following are recommendations for defensive driving:



### Attitude and Awareness

- **Courtesy and consideration** toward others are the most important driving attitudes you can develop.
- **Concentration and alertness** are important elements to defensive driving. Develop the habit of keeping your mind on driving.
- **Driving while you are suffering** from extreme fatigue or emotional distress can be just as dangerous as driving drunk.

### Foresight

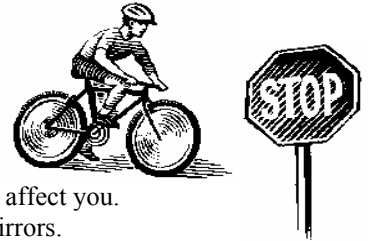
- **Foresight means** being able to size up traffic situations as quickly as possible and being prepared to take corrective action.
- **Safe driving requires** exercising good judgment and recognizing the proper choices to make in any given situation.

### Knowledge and Experience

- **The beginning driver** should learn through instruction, observation, and practice. If you are not enrolled in a driver training program, ask an experienced, skilled, licensed driver to help you.
- **The experienced driver** may face problems of carelessness, overconfidence, and bad driving habits that develop over time.
- **Driving skill** is well rehearsed driving strategy, which involves anticipation, reaction, and constant change of the spacing between your vehicle and other vehicles.

### Scanning — Most of what you do as a defensive driver is in response to what you see while driving

- **Avoid a fixed stare;** keep your eyes moving and learn to read the road.
- **Avoid the need** for last minute decisions; look ahead for a distance of about one city block.
- **Look to both sides** at intersections to make sure there is no oncoming traffic.
- **Check your mirrors,** both rearview and side view frequently to keep track of traffic which may affect you.



### Blind Spots — Blind spots are areas to the left and right of your vehicle that are not visible in your mirrors.

- **When changing lanes** either right or left, do not rely entirely on your mirrors, always turn your head and look.
- **Other blind spots** can occur when vehicles are parked too close to intersections, or when bushes, trees, or other obstructions block your view at intersections. In these situations, slowly inch your vehicle forward until you can be sure it is safe to proceed.
- **Avoid driving** in other drivers blind spots, speed up or drop back. Make sure your vehicle can be seen by other drivers.

### Communicating — Always signal your intentions to other drivers

- **Use your turn signals** when making any turn or lane change. Signal at least 4 seconds before you make any direction change
- **If you are turning** just past an intersection, do not begin signaling until you are in the intersection.
- **After making your direction** change, be sure to turn off your signal.

### Spacing — The space between your vehicle and others gives you the time to react in emergencies and avoid collisions.

- **Stay in the middle** of your lane to maintain clearance from other vehicles movements.
- **Maintain 2 seconds** space between your vehicle and any vehicle you are following to allow time to stop at any speed.
- **Drive at a constant speed** to help drivers following you to maintain a safe distance. Signal in advance if you are turning or stopping. If another driver is following too closely, change lanes if possible, or slow down and move to the right to encourage the other driver to pass.



**Conclusion:** Another important defensive driving skill is compromise. Give the most room to the greatest risk, or most likely danger. Do not insist on your right of way even if the other driver is wrong. Courtesy is always the correct response, allow aggressive drivers to go on their way and out of your safe driving zone.



## Worksite Review

Work-Site Hazards and Safety Suggestions: \_\_\_\_\_

Personnel Safety Violations: \_\_\_\_\_

### Employee Signatures:

(My signature attests and verifies my understanding of and agreement to comply with, all company safety policies and regulations, and that I have not suffered, experienced, or sustained any recent job-related injury or illness.)

_____	_____	_____
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_____	_____	_____
_____	_____	_____
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### Foreman/Supervisor's Signature:

These guidelines do not supercede local, state, or federal regulations and must not be construed as a substitute for, or legal interpretation of, any OSHA regulations.