

<b>Talk No:</b> 53	<b>Title:</b> DRIVING SAFELY
<p><b>Introduction:</b> When you think of safety hazards and injuries, you probably focus on what goes on during work. Whether we drive on the job or commute to work by car, driving safely is a must for all employees at all levels in our company.</p>	
<p><b>Main points:</b></p> <ul style="list-style-type: none"> <li>– Drive Safe and Smart.</li> <li>– Vehicle Maintenance. <ul style="list-style-type: none"> <li>○ A safe, roadworthy vehicle is an indispensable part of driving safely. If a vehicle is unsafe, the driver and others on the road are at risk.</li> </ul> </li> <li>– Driving in the Dark. <ul style="list-style-type: none"> <li>○ Start taking precautions as soon as the sun goes down, dusk is one of the most dangerous times of day on the road.</li> <li>○ Slow down and increase your following distance, darkness makes judging distances harder.</li> <li>○ Don't overdrive your headlights, you need to be able to slow and stop safely when necessary. If you are driving too fast or your headlights are dim, you may not see obstacles in time to stop or avoid them.</li> </ul> </li> </ul> <p><b>Discussion points:</b></p> <ul style="list-style-type: none"> <li>– Buckle up for safety.</li> <li>– Follow the Highway Code including signs, and signals.</li> <li>– Don't speed and keep a safe distance behind the vehicle in front of you.</li> <li>– Keep your eyes on the road, your hands on the wheel, and your attention on traffic.</li> <li>– Check your mirrors frequently.</li> <li>– Adjust your speed and driving to changing weather and traffic conditions and increase your distance between you and the vehicle in front of you.</li> <li>– Expect the unexpected and be especially alert in heavy traffic for sudden stops, vehicles passing or moving in and out of lanes, road debris, and work zones.</li> <li>– Keep cool, yield right of way, and don't get into disputes with other drivers.</li> <li>– Pull over into a safe area to make or receive phone calls.</li> <li>– Don't drink or take drugs and drive.</li> </ul> <p style="text-align: center;"><b>GOOD DRIVERS, DRIVE TO ARRIVE</b></p>	
<p><b>Notes:</b></p>	