



FLEET AND DRIVER SAFETY

Blazona Concrete has established the following guidelines and procedures for our drivers and vehicles to protect the safety of individuals operating any motor vehicle on company business. Protecting our employee drivers, their passengers, and the public is of the highest priority. The commitment of management and employees is critical to the success of this program. Clear communication of, and strict adherence to the program's guidelines and procedures are essential.

Our primary goal is to maintain a high level of safety awareness and responsible driving behavior. Driver safety awareness and responsible driving behavior will significantly decrease the frequency of motor vehicle accidents and reduce the severity of personal injuries and property damage.

Drivers must follow the requirements outlined in this program. Violations of this program may result in disciplinary action up to, and including, suspension of driving privileges or dismissal.

Our program consists of the following elements:

- Driver selection
- Driver training
- Vehicle use policy
- Vehicle inspection & preventive maintenance
- Accident investigation

Driver Selection

Only authorized and assigned employees are allowed to drive company vehicles at anytime. Prior to being authorized and assigned, Blazona Concrete will check the following items. Drivers must have:

- A valid un-restricted California driver's license.
- A current MVR driving record with no more than 2 points and no serious or major violations.
- At least 20 years of age

Blazona Concrete uses the EPN program provided by DMV to check driving records of all employees authorized to drive a company vehicle these checks are done randomly and on an annual basis. Employees that do not meet these requirements are not authorized or allowed to drive company vehicles.



Driver Training

All employees assigned a company vehicle will be given a copy of the Fleet and Driver Safety policy and will be required to sign and date that they have read and understood the policy. Driver safety topics will also be given in tailgate meetings, and foreman's meetings.

Company Vehicle Use Policy

Blazona Concrete has established the following policies pertaining to company vehicles:

1. Personal and off duty use of company vehicles is prohibited.
2. Only authorized employees may drive company vehicles. No other family members may drive a company vehicle.
3. Non-employee passengers are not permitted in company vehicles at any time, unless they are business related.
4. Seat belts must be worn in company vehicles at all times.
5. No employee is permitted to drive company vehicles while impaired by alcohol, illegal or prescription drugs, or over the counter medications.
6. All accidents involving company vehicles must be reported to the office immediately.
7. Employees with two or more preventable accidents in a three year period, or that obtain three points on their driving record, will be subject to a loss of their driving privileges or have their driving privileges restricted.

Vehicle Inspection & Preventive Maintenance

All company vehicles must be inspected by the driver prior to each use. Mechanical defects will be repaired immediately. The Safety Manager will periodically spot check company vehicles to determine their condition. Vehicles are to be kept clean and sanitary it is considered a work space and all work spaces must be safe from hazard.

Vehicle inspections will include:

- Lights, Turn signals, and Emergency flashers
- Tires
- Horn
- Brakes
- Fluids- oil, antifreeze, or leak
- Windshield condition and wiper condition
- Mirrors



All vehicles will also be maintained in accordance with the manufacturers' recommendations. It is the responsibility of the individual assigned the vehicle to ensure proper maintenance and repairs are performed. If your vehicle is not safe, do not drive.

Accident Investigation

All accidents in company vehicles will be investigated by the Supervisor, Manager and / or the Safety Manager. Where possible, witness's statements will be obtained and photos used to document the scene of the accident and the damage. Police reports will also be obtained whenever possible. The following guidelines will be used to help determine preventability.

Auto Accident Preventability Guide

This guide will assist in determining whether our driver could have prevented the accident. An accident is preventable if the driver could have done something to avoid it. Drivers are expected to drive defensively, which driver was primarily at fault, which received a traffic citation, or whether a claim was paid has no bearing on preventability. If there was anything our driver could have done to avoid the collision, then the accident was preventable. An accident is considered preventable when the vehicle is properly parked, or when stopped because of a highway patrol office, a signal, stop sign, or traffic condition.

When judging accident preventability, here are some general questions to consider:

1. Does the investigation indicate that the driver considers the rights of others, or is there evidence of poor driving habits that need to be changed?
2. Does the investigation indicate driver awareness? Such phrases as "I did not see," "I didn't think," "I didn't expect," or "i thought" are signals indicating there probably was a lack of awareness, and the accident was preventable. An aware driver should think, expect, and see hazardous situations in time to avoid collisions.
3. Was the driver under any physical stresses that could have been contributory? Did the accident happen near the end of a long day or long drive? Did overeating contribute to fatigue? Did the driver get sufficient sleep? Is the driver's vision faulty? Was the driver feeling ill?
4. Was the vehicle defective without the driver's knowledge? Was a pre-trip inspection done, and would it have discovered the defect? A car that pulls to the left or right when the driver applies the brakes, faulty windshield wipers, and similar items are excuses,



and a driver using them is trying to evade responsibility. Sudden brake failure, loss of steering, or a blowout might be defects beyond the driver's ability to predict. However, pre-trip inspections and regularly scheduled maintenance should prevent most of these problems. If either of these are the cause of the accident, then the accident was probably preventable by the driver.

5. Could the driver have exercised better judgment by taking an alternate route through less congested areas to reduce the hazardous situations encountered?
6. Could the driver have done anything to avoid the accident?
7. Was the driver's speed safe for conditions?
8. Did the driver obey all traffic signals?
9. Did the driver have his vehicle under control?

There are many types of vehicle accidents and in any case following these procedures should eliminate or significantly reduce your chances in being in one. They will defiantly keep you from being the responsible party.