



SOUTH CENTRAL REGIONAL SAFETY COALITION

Assumption - Lafourche - St. Charles - St. James - St. John the Baptist - Terrebonne

Re: Save Lives and Money by Establishing Safe Driving Policies for Your

Organization To Whom it May Concern:

The South Central Regional Safety Coalition is reaching out to you in hopes that you will join our team of partners in saving lives on our region's roadways by promoting safe driving practices in your organization by establishing Distracted Driving and Seatbelt policies.

Why should you establish these policies?

- To save lives and to reduce the risk of life-altering injuries within your workforce.
- To protect your organization's human and financial resources.
- To guard against potential company and personal liabilities associated with crashes involving employees driving on company business.

Motor vehicle crashes are a leading cause of death and injury for all ages. In the last five years, distracted driving and not wearing a seatbelt has contributed to the death of 78 people and 101 people, respectively, in our six parish region. There were also individuals seriously injured as a result of a distracted driving crash or not wearing a seatbelt, 132 and 59, respectively. Recognizing the opportunity that employers have to save lives, a growing number of employers have established traffic safety programs and policies in their companies.

Our coalition would like to assist you in establishing safe driving policies that promote safety within your organization. Enclosed you will find a sample distracted driving and seatbelt policy that can be customized for your organization. Please feel free to contact our Regional Safety Coordinator, Cassie Parker, at cassie@scpdc.org or via telephone at 985-851-2900 if you would like more information, and please let us know if you adopt a policy, so that we may highlight your efforts!

Sincerely,

Cassie M. Parker

Cassie M. Parker
Planner II/ South Central Regional Safety Coalition Coordinator

IT'S ALL ABOUT SAVING LIVES

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*Sample Letter to Employees
(Cellphone Policy to Prevent Distracted Driving)*

Dear Employees,

Making sure that each of our employee returns home safely to their families has and will always be a top priority for us here at <insert company name>. You probably have heard the safety dialogues on cellphone use and the risky consequences it brings. Research has shown that cellular phones and driving are a deadly combination. It is concerning, hence we would like to take this preventive measure so that all employees do not suffer from the risk of distracted driving. It is for this reason that <insert company name> will be implementing a ban on using handheld and hands-free cell phones while driving for all employees effective immediately.

We understand that cell phones have quickly become a way of life for many of us. We recognize that all of you feel compelled to stay connected. However, please allow us to remind you that our brains simply cannot handle two tasks at the same time that require thinking. Any task that diverts your attention from the task of driving is a form of distraction, cell phone use just happens to be the most common of them. Eating, talking to passengers and even daydreaming are also distractions, just like cellphone use behind the wheel.

We, at <insert company name>, would not want to explain to any of you or your families that my call or text caused the death of someone's loved one. Let us not be part of that statistic. For your safety, and the safety of those around you while driving, we don't want you using your cell phones while driving.

This risk of distracted driving just isn't worth it, therefore we are implementing a total cell phone ban that covers all handheld and hands-free devices and it applies to all of our employees. We've learned that hands-free devices provide nothing more than a false sense of security. All they do is allow the driver to put one more hand back on the wheel. The distraction in the brain still exists. We simply cannot perform two tasks at the same time that require significant cognitive resources.

Safety is paramount – at work, at home and on the roads. We want to ensure you return to your families safely. This is how you and I can help Louisiana reach *Destination Zero Deaths*.

We appreciate your cooperation. If you have any questions, please feel free to notify <insert contact name> at <extension> or <email>.

Sincerely,

Insert your Name and Title

Insert your Company



(company name or logo here)

Cell Phone Policy to Prevent Distracted Driving

At <insert company name>, we deeply value the safety and well-being of all employees. Due to the increasing number of motor vehicle crashes as a result of distracted driving, most particularly cellphone use while driving, we are instituting a cellphone policy to prevent distracted driving. Employees must not use handheld or hands-free mobile electronic devices or voice features while operating a motor vehicle under any of the following situations:

- When the employee motor vehicle is within the company premises
- When the cellular phone or mobile electronic device is company-owned or leased
- When the employee is using a cellphone or mobile electronic device to conduct business-related transactions
- When the employee is operating a personal motor vehicle in connection with company business
- When the employee is operating a vehicle owned, leased or rented by the company

Employees will be given two warnings upon violation of this policy. The third time an employee is found to be in violation of this policy, it is grounds for immediate dismissal.

Implementing this policy is one of way of supporting Louisiana's highway safety goal of reaching *Destination Zero Deaths*.

Your signature below certifies your agreement to comply with this policy.

Employee Printed Name

Employee Signature

Date



(company name or logo here)

Seat Belt Usage Policy

[Insert company name] takes every employee's safety seriously—whether it's at work, on the way to work, or on the way back to home. The company recognizes that wearing a seat belt while driving is the most effective way to reduce your risk of injury or death (by 45% if you're in a car and as much as 60% if you're in a truck or SUV) in an event of a crash.

We care about our employees and want to make sure that no one gets injured or killed in a vehicle crash—a tragedy that could be prevented just by simply buckling up, every trip and every time. Seat belts do save lives, and we want to save yours.

Therefore, all employees of [Insert company name] must wear seat belts when operating a company-owned vehicle, or any vehicle on company premises or on company business. All occupants are to wear seat belts or, where appropriate, child restraints when riding in a company-owned vehicle or in a personal vehicle being used for company business.

All employees and their families are strongly encouraged to always use seat belts and the proper child restraints whenever they are driving or riding in any vehicle, in any seating position. Failure to abide by this policy could result in disciplinary action or, in the event of an injury, a reduction in worker's compensation benefits.

Implementing this policy is one of way of supporting Louisiana's highway safety goal of reaching *Destination Zero Deaths*.

Your signature below certifies your agreement to comply with this policy and that you have read the seat belt safety tips attached to this policy.

Employee Printed Name

Employee Signature

Date

