

February 2018 Safety Meeting Topic

Safe Driving Practices

Safe driving practices are a must for propane delivery drivers. Since your vehicle is larger and heavier than most other on-road vehicles — and you have a higher center of gravity — you need to know how to maintain vehicle control; drive safely; and manage accidents, breakdowns, or emergencies quickly.

DEFENSIVE DRIVING TIPS:

- Before setting out, note any issues with your route, surrounding area, or weather conditions. Schedule appointments with these in mind.
- Keep a safe following distance between you and the vehicle in front of you.
- Understand how to accommodate load and suspension shifts and manage skids.
- Check your blind spots often, keep your eye on other drivers by using your mirrors, and use your lights or horn as needed to make other drivers aware of your presence.
- Keep your vehicle well serviced to ensure proper tire pressure and condition.

BE COGNIZANT OF ROAD CONDITIONS:

Adverse weather and road conditions can be especially hazardous. Be alert and cautious as you manage your vehicle. When driving in poor conditions, remember to:

- Clean the vehicle's windows before heading out, and use your wipers and defroster as needed.
- Turn on your headlights and marker lights.
- Reduce speed, increase your following distance between vehicles, and pay close attention to other motorists.

ADDITIONAL WAYS TO REDUCE RISKS:

Combined with a high center of gravity, liquid surges and suspension shifts can cause changes in vehicle performance or loss of vehicle control, which could result in a rollover. To reduce risks:

- Distribute the weight of cargo evenly.**
- Monitor tire pressure and condition.** Excessive wear or improper inflation can increase risk. In the case of a blowout, steer your vehicle in a straight line, then reduce power and gradually brake as you steer out of traffic lanes.
- Regain control of the vehicle before making any change in direction or speed.** Regain control of the vehicle before reducing speed, and then apply controlled braking. If possible, gradually maneuver completely off the road and onto the shoulder.
- Compensate for blind spots.** Larger vehicle size and higher center of gravity result in blind spots to the sides and rear. Check mirrors frequently, use turn signals, and maintain proper lane location. Consider blind spots whenever backing the vehicle to ensure your cylinder delivery vehicle or bobtail will not strike anything.

Discussion Topics

1. Inclement weather is creating hazardous conditions in transit to a customer site. How should you handle this situation?
2. What should you do in the event of a tire blowout?

LEARNING ACTIVITY

Review the various sources available to propane drivers for gaining information on road and weather conditions. Discuss situations where it is safe to proceed to the next job site versus those that are not.

Source: *Propane Delivery Operations and Cylinder Delivery* (PERC)

For more information on safe driving practices, visit propanesafety.com.

February 2018 Test

Safe Driving Practices

Name: _____

Date: _____

Instructions: Read and answer each of the following questions. When complete, grade the test and review incorrect answers so each employee is “armed” with the correct answers before they leave the training.

1. Propane delivery drivers drive vehicles that are _____ and _____ than most on-road vehicles.
 - a. smaller; lighter
 - b. larger; heavier
 - c. harder; more difficult
 - d. none of the above

2. Check blind spots whenever backing the vehicle to ensure your delivery vehicle will not strike anything.
 - a. True
 - b. False

3. When driving in poor conditions, remember to
 - a. call the office and let them know where you are.
 - b. monitor your tire pressure.
 - c. turn your headlights and marker lights on.
 - d. none of the above

4. In the case of a blowout, brake hard immediately, steer your vehicle in a straight line and stay on the hard surface of the road.
 - a. True
 - b. False

5. Good defensive driving tips are:
 - a. Keep a safe following distance between you and the vehicle in front of you.
 - b. Understand how to accommodate load and suspension shifts and manage skids.
 - c. Keep your vehicle well serviced to ensure proper tire pressure and condition.
 - d. All of the above

**February 2018
Answer Sheet**

- (1). B**
- (2). A**
- (3). C**
- (4). B**
- (5). D**

MONTHLY SAFETY MEETING MINUTES AND ATTENDANCE RECORD

Company Name: _____

City: _____ **State:** _____

Date: _____ **Time Started:** _____ **Time Finished:** _____

Instructed By: _____ **Number Attending:** _____

Subject Covered and Comments:

By my signature below, I certify that I attended and participated in this Safety Meeting and I understand the material presented.

Employee Name (Please print)	Employee Signature	*License Expires	**Endorsements	***Physical Exam
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				
9.				
10.				
11.				

*Driver licenses may be for multiple years and require HazMat testing between license renewal periods. List expiration date.

**Check licenses for proper endorsements and re-testing. (HazMat) List endorsements in this column.

***Physical Examinations are good for 2 years from the original date of the exam or sooner by Physician's request. List original exam date in this column.

By my signature below, I hereby certify that the employees listed above have been trained in accordance with the applicable regulations and curriculum for this monthly safety meeting.

Instructor's Signature: _____ **Date:** _____