Distracted driving toolbox talk

29 CFR 1926.601, 1926.1417, 1926.21, 1910.178

Date _____ Trainer _____ Location _____

Opening question

Be honest: when did you last look at your phone while you were driving?

Why it matters

A vehicle covers a lot of ground in the short time you look away. Distraction is anything that takes your eyes off the road, your hands off the wheel or your mind off driving, and texting does all three at once. Whether you drive a pickup, a van, a forklift or a crane, your attention is one of your most important safety tools.

Key points

1. **Put the phone away before you roll**
   Set your GPS, music and touch screen before you move. Then silence the phone, turn on its driving mode or put it where you cannot reach it. If a call or text cannot wait, find a safe place to park and handle it there. Follow your company's phone policy and any state or local phone laws where you drive.

2. **Secure loose items in the cab**
   Things sliding around the cab can pull your eyes and hands away from driving, and they can fly forward in a hard stop. On construction jobsites closed to public traffic, tools and material must be secured to prevent movement when they ride in the same compartment as workers (29 CFR 1926.601(b)(7)). Stow lunch, paperwork and tools before you start, and never reach for something that falls while the vehicle is moving.
   29 CFR 1926.601(b)(7)

3. **Get set before the shift, not on the road**
   Adjust your seat and mirrors and buckle up before you put it in gear. On construction jobsites closed to public traffic, vehicles in use must be checked at the beginning of each shift, and defects must be corrected before the vehicle is placed in service (29 CFR 1926.601(b)(14)). Fiddling with a mirror or a wiper while driving is one more distraction.
   29 CFR 1926.601(b)(14)

4. **Stay focused when you run equipment**
   Distraction is not only a road problem. On construction jobs, a crane operator must not do anything that diverts attention while operating, such as using a cell phone, except for signal communications (29 CFR 1926.1417(d)). In general industry, a forklift driver must look in the direction of travel and keep a clear view of the path (29 CFR 1910.178(n)(6)). Make it a habit on every machine: no phone while it is moving.
   29 CFR 1926.1417(d)

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5 **Manage passengers, food and drowsiness**

Ask passengers to help with directions and to keep the talk light when traffic gets heavy. Eat before or after the drive, not during it. Drowsiness can pull your mind off the road too, so if you catch yourself drifting or missing turns, pull over somewhere safe and rest or switch drivers.

6 **Do not call a coworker who is driving**

If you know someone is on the road, wait to call or text until they arrive. Supervisors and dispatchers should not expect an instant reply from a driver. As a passenger, offer to handle the phone and the GPS, and speak up if the driver starts texting.

Scenario

Picture this: A foreman is driving the crew truck to the next site. The office texts him for a material count, and a loose toolbox slides off the seat onto the floor. He glances down to answer the text and reaches for the toolbox just as traffic ahead slows for a work zone. What could he, his crew and the office have done differently?

Crew discussion

1. What distracts you most when you drive for work?
2. Where can we keep phones in our trucks so nobody is tempted to grab them?
3. How should the office reach a crew that is on the road?
4. What loose items ride in our vehicles, and how can we secure them?

Bottom line **When you drive or run equipment, driving is your only job: phone away, eyes on your path and mind on the road.**

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Sign-in sheet / Hoja de asistencia

Topic / Tema Distracted driving / Manejo distraído

Date / Fecha _____

Trainer / Instructor _____

Location / Lugar _____

Company / Empresa _____

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Time / Hora _____

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