



Human Performance Attachment – Extracted Pages from AGL Safety Manual

Louisville, NY

HWY23FH005

(4 pages)

SAFETY MANUAL

NOT A CONTRACT OF EMPLOYMENT/EMPLOYMENT AT-WILL

THE INFORMATION AND POLICIES DESCRIBED IN THIS MANUAL (“MANUAL”) ARE PROVIDED FOR GENERAL INFORMATION PURPOSES ONLY, AND DO NOT CREATE A CONTRACT OF EMPLOYMENT. THE MANUAL IS SUBJECT TO CHANGE WITHOUT NOTICE, AT THE SOLE DISCRETION OF THE COMPANY. THE MANUAL, AS CURRENTLY STATED OR AS MODIFIED, DOES NOT PROVIDE WORKERS WITH ANY LEGAL RIGHTS.

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CELL PHONES

There is no question that cell phone usage contributes to driving inattention. Some studies show that a driver using a cell phone is four times more likely to be in an accident than those drivers who are not. Inattention (distraction) is the number one reason for all accidents.

Company policy states that:

All employees must adhere to all federal, state or local rules and regulations regarding the use of cell phones while driving. Accordingly, employees must not use cell phones if law, regulation or other ordinance prohibits such conduct. Employees should not use hand held cell phones for business or personal purposes while driving. Should an employee need to make a business call while driving, he/she should locate a lawfully designated area to park and make the call or use a hands-free device such as a speaker phone or earpiece.

TRUCK FIRES

Truck fires can cause damage and injury. As part of your pre-trip inspection you should be sure that your tractor is equipped with a charged fire extinguisher. The following are some causes of vehicle fires:

- After accidents, there may be spilled fuel or improper use of flares.
- Under inflated tires or dual tires that touch can cause a fire.
- Short circuits due to damaged insulation or loose connections can cause electrical fires.
- Drivers smoking around fuel, around loose fuel connections, or while fueling can cause fires.
- Flammable cargo improperly sealed or loaded, or poor ventilation can cause cargo fires.

More often when you notice a fire, you are not near a fire department or fire-fighting facilities. Consequently, it is important for you to know how to handle a fire before it gets out of hand.

- During your pre-trip inspection, check the electrical, fuel and exhaust systems, tires and cargo. Be sure to check that the fire extinguisher is charged.
- Check the tires, wheels and truck body for signs of heat whenever you stop.
- Follow correct safety procedures for fueling the vehicle, using brakes, handling flares and other activities that can cause a fire.
- Check the instruments and gauges often for signs of overheating and use the mirrors to look for signs of smoke from tires or the vehicle.
- Use normal caution in handling anything flammable or combustible.