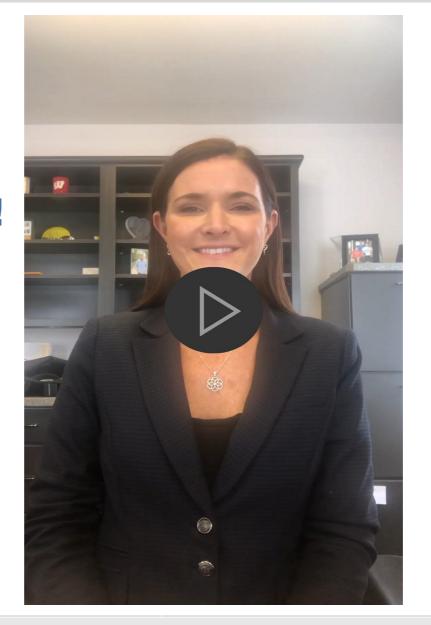


Welcome to BCP!



Samsara - ELD

- BCP utilizes Samsara for ELD and dash cameras
- Samsara collects artificial intelligence (AI) to compile a driver safety score.
- The safety score includes % of time speeding at 6+, following too close events at > 45 mph, rolling stops, and harsh brakes.
- BCP expects drivers to maintain a safety score of over 96.
- It has been proven that 98% of our Unsafe Driving CSA points come from those with a score under 96.
- 75% of our accidents were caused by the bottom 25% of the scorecard.

Safe Lifting







Course Outline

- 1. Lifting and Your Body
- 2. Preparing for a Lift
- 3. Proper Lifting Technique



Lifting and Your Body

What you need to know:

- 1. Basic anatomy of the spine
- 2. Common lift-related back injuries



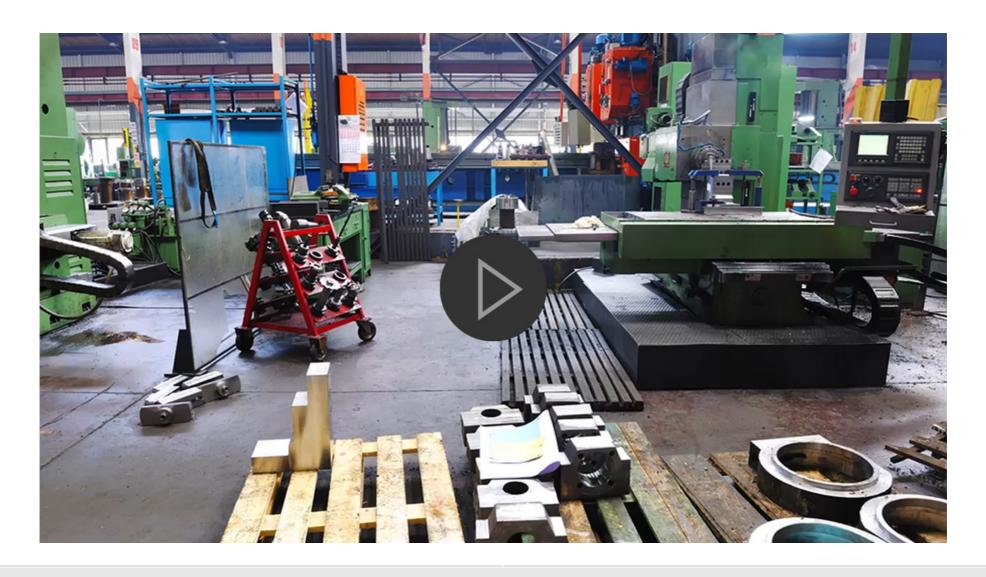


Preparing for a Lift

What you need to know:

- 1. Personal preparation
- 2. Evaluating the load's safety
- 3. Planning the route
- 4. What to do when the load is too heavy
- 5. What to wear when lifting







Proper Lifting Technique

What you need to know:

- 1. Neutral posture
- 2. Proper lifting mechanics vs. unsafe body mechanics
- 3. Safe carrying practices
- 4. Safe unloading practices



Unsafe Body Mechanics

- 1. Twisting
- **2. Poor posture** (e.g., bending at the waist or lifting with the back)
- **3. Overloading** (Lifting more cumulative weight than the body can handle)
- **4. Overextension** (Reaching out and away from the body)

If you have any physical limitations, such as prior surgery or an injury, be sure to consult a physician about the proper lifting technique to use.

Summary

Back injuries are the number one workplace safety issue, resulting in personal and organization costs.

Strains, sprains, and herniated disks are common injuries that occur
when incorrectly positioning, moving,
lifting, and carrying loads. They can be
prevented with proper techniques.

Personal preparation includes maintaining good physical health, stretching exercises, and using proper shoes and equipment.

Proper techniques can reduce unsafe lifting, which involves overloading, overextension, twisting, or poor posture.

Specialized lifting techniques are required for heavy items.

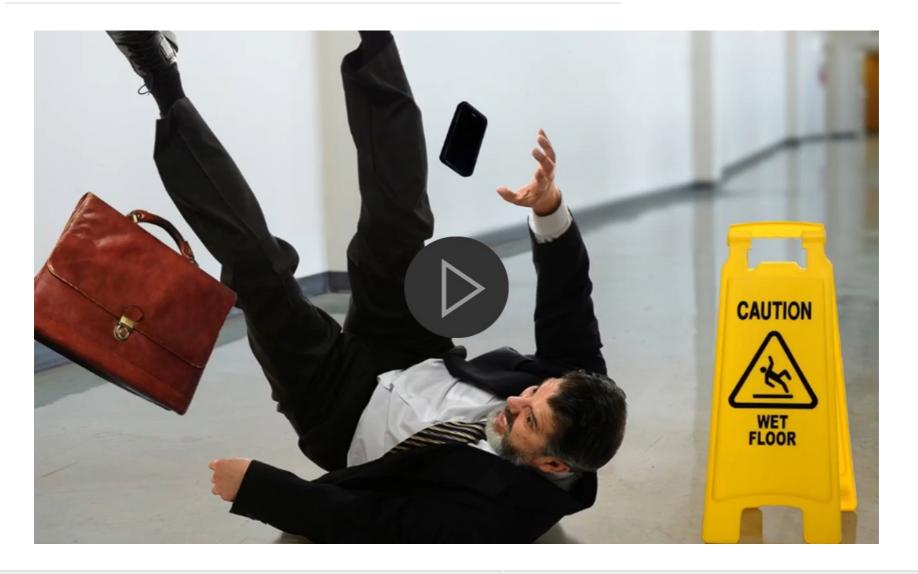
Check your surroundings in advance to assure that the work area is hazard-free and safe.

Mechanical help, such as forklifts or hand-trucks, will make the job easier and safer.

Use teamwork for heavy lifts and for identifying areas of improvement, such as additional needed equipment.

Slip, Trip, and Fall Prevention for Employees







Course Overview

- 1. Definitions
- 2. Recognizing Hazards
- 3. Housekeeping
- 4. Spill Response
- 5. Safe Behaviors
- 6. Physical Factors
- 7. Employer Responsibilities
- 8. Reporting
- 9. Inspections



Definitions



Slips

Slips are characterized by a falling backward, due to a loss of traction between the foot and the walking surface.

Common causes:

Wet, dirty, or slick floors

Loose rugs

Weather conditions



Trips

Trips are characterized by a falling forward, due to the foot or lower leg being arrested by an obstacle while the upper body continues forward.

Missing a step when walking down stairs is also considered a trip.

Common causes:

Clutter

Messy cords

Irregular walking surfaces



Falls

Falls discussed in this training are falls on the **same level** (rather than falls from heights or ladder-related falls).

Common causes:

Slips

Trips

Other losses of balance

Recognizing Hazards

You may be able to address certain hazards as soon as they are discovered, for example:

Spills

Poor housekeeping

Clutter or obstacles

Other hazards have to be reported to management, for example:

Uneven walkways

Poor lighting

Unsecure rugs



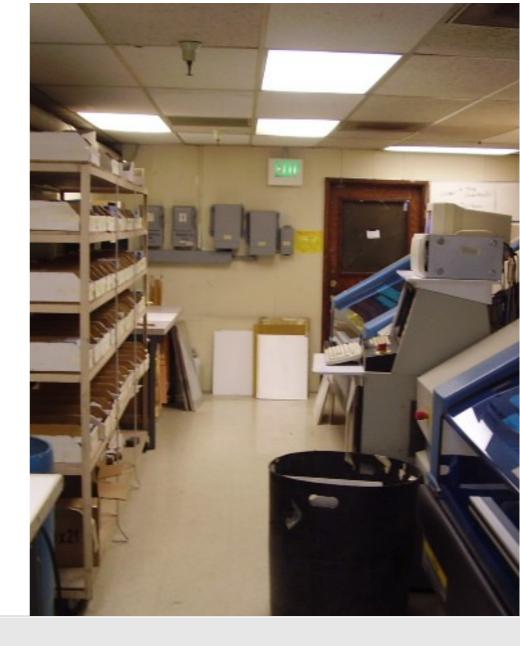
Remember, you have the right to a safe workplace.



Housekeeping

Housekeeping is one of the most important practices for preventing slips, trips, and falls.

- Know your organization's housekeeping policies.
- If there is a housekeeping department, know how to contact them.
- Know where the spill cleanup materials are kept and the appropriate methods to use.
- Take responsibility for housekeeping in your immediate work area as well as common areas. Report housekeeping issues in other areas.



Housekeeping

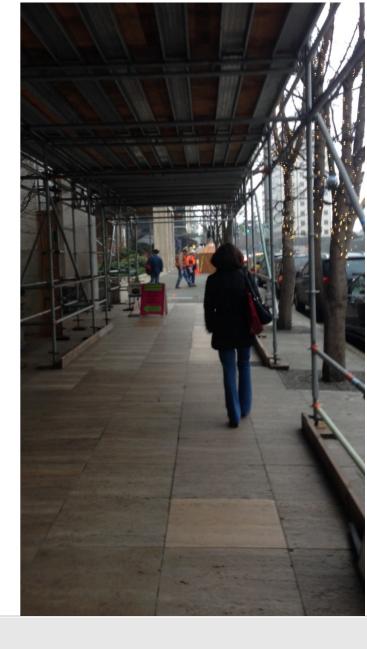
Obstacles and clutter are a major cause of trips.

Keeping the workplace tidy:

- Keep walkways and aisles clear.
- Remove obstacles and anything that is not necessary.
- Do not allow clutter or trash to accumulate.
- Keep cords neat and away from areas where people may step. (For example, consider cord covers.)

Storage:

- Store equipment and materials properly when not in use.
- Secure items so they will not fall.
- Keep storage areas clean and free of clutter.



Housekeeping

Floor wetness and contaminants are major causes of slips.

Cleaning floors:

- Keep floors as clean and dry as possible.
- Minimize dust and other potential slippery objects in your work area (e.g., metal shavings or fallen strapping material).
- Follow your organization's cleaning guidelines.

Spill response:

- Clean spills promptly (or report them, if applicable).
- If chemical spills are possible, know how to respond and where the appropriate SDSs are.
- Know where wet floor signs are located and use them to warn others of spills. Remove them once the spill is cleaned.



Safe Behaviors

Wear slip-resistant shoes.

- Do not wear leather soled shoes in slippery work areas.
- In snowy and icy conditions, wear cleated shoes or devices.

Do not run: walk.

Watch your step, paying attention to hazards and warnings, such as "wet floor" signs.

Follow safe practices when carrying objects: large or unwieldy loads may impair your vision. Take multiple trips as necessary to carry items safely.

Complete all relevant training: know the hazards in your workplace and what PPE is required.

If you work in an area with many hazards, it is especially important to pay attention, to avoid being distracted, and to not rush.



Physical Factors

Some physical factors, such as impaired vision and age, increase your risk of slips, trips, and falls. Obviously, some factors cannot be controlled. However, others can be affected by choices you make.

Be aware of your physical condition: you are more likely to have an accident if you are fatigued, sleepy, or sick.

If you take medication, be aware of its effects and assure that you are safe to work.

You can minimize your risk of fall-related injuries by exercising regularly and eating a diet rich in vitamin D and calcium.

Corrective lenses may be an option for impaired vision.



Hazard Controls

Your employer has a responsibility to control hazards by following OSHA standards and building codes.

Expect your employer to do the following:

- Maintain floors and walkways, and fix cracks, holes, and uneven surfaces.
- Provide adequate lighting.
- Provide water-absorbent mats at known slick areas and at entryways.
 - The best practice is to place mats both inside and outside entrances.
 - Mats must be secured and lie flat.
- Properly construct stairs and provide adequate handrails.
- Control discharge of liquids or materials on the floor with drainage or a change in processes.



Controls for Outdoor Conditions

In snowy and icy conditions:

Employers must provide cleared walkways, removing ice and snow from sidewalks and parking lots.

- This requires regular snow removal, sanding, and salting of parking lots.
- Ice melt may be used for snow and ice.
- Consider using an indicator of freezing temperatures to alert pedestrians as they first step outside that there are freezing conditions.

In all weather:

Assure that outside areas are well-lit.

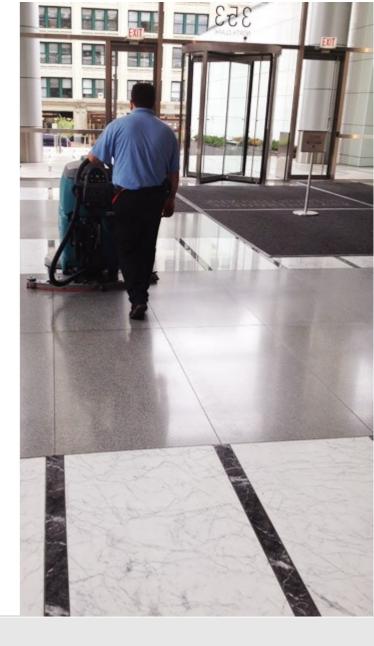


Industry-Specific Controls

Employers must control slip, trip, and fall hazards.

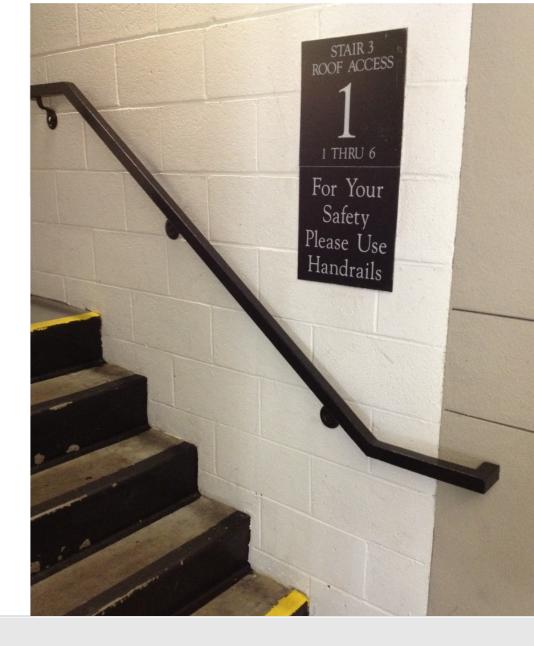
Control examples for different industry sectors and sources:

- Machine shops: Place drip pans under hydraulic or coolant reservoirs.
- Restaurant kitchens: Use specialized flooring which is non-slip and rubber mats in dishwashing areas.
- Food manufacturing plants: Supply mats next to foot baths.
- Office environments: Place absorbent mats at entrances and in front of ice machines.
- Manufacturing environment and machine shops: Have cat litter readily available to clean up oily spills.



Reporting

- Report hazards that you have identified and cannot clean up on your own.
- Report any slips, trips, or falls that occur, following your organization's incident response procedures. Even near misses should be reported.
- Cooperate with any incident investigations.
 The purpose of investigations is not to place blame but to determine the root cause and implement solutions that prevent recurrence.



Inspections

There should be frequent inspections in places where there are likely sources of water, oil, and other slippery sources to assure that prompt cleanup occurs.

- These inspections should be conducted on a scheduled basis, preferably before each break and lunch and at the end of the shift.
- Inspections should be conducted by:
 - Employees
 - Supervisors
 - Facilities and maintenance staff during inclement weather to assure that outside walking areas are safe for employees to utilize.





Summary

- Slips, trips, and falls are a major cause of disabling injuries and deaths, but they are preventable.
- Report any hazards you identify and cannot promptly clean up.
- Keep the workplace tidy.
- Store equipment and materials properly when not in use.
- Keep floors as clean and dry as possible.
- Clean spills promptly.
- Practice safe behaviors: pay attention, avoid having your hands overloaded, and do not rush.
- Wear slip-resistant shoes.
- Be aware of your physical condition.



BCP Specific Employee Injuries

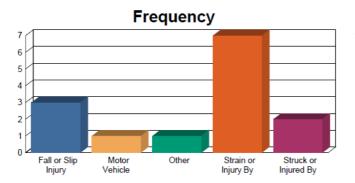


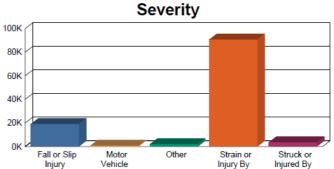
Workers Compensation Cause of Loss Report BCP Transportation, Inc.

As of: 03/31/2021

Policy Year: 2018					_
Cause of Loss	Number of Claims	Percent of Total Claims	Total Incurred	Percent of Total Inc	Average Incurred
Fall or Slip Injury	3	21.4%	19,152.00	16.5%	6,384.00
Motor Vehicle	1	7.1%	764.81	0.7%	764.81
Other	1	7.1%	2,061.42	1.8%	2,061.42
Strain or Injury By	7	50.0%	90,712.51	78.0%	12,958.93
Struck or Injured By	2	14.3%	3,657.23	3.1%	1,828.62
Totals for Policy Year	14		116,347.97		8,310.57

Loss leaders are highlighted (any cause representing greater than 15% of total claims or total incurred)





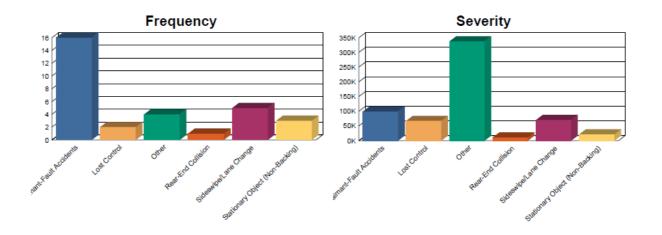
BCP Specific Claims and Accidents



Auto Liability Cause of Loss Report BCP Transportation, Inc. As of: 03/31/2021

Policy Year: 2017					
Cause of Loss	Number of Claims	Percent of Total Claims	Total Incurred	Percent of Total Inc	Average Incurred
Claimant-Fault Accidents	16	51.6%	99,251.05	16.3%	6,203.19
Lost Control	2	6.5%	67,283.68	11.1%	33,641.84
Other	4	12.9%	337,622.30	55.6%	84,405.58
Rear-End Collision	1	3.2%	11,060.68	1.8%	11,060.68
Sideswipe/Lane Change	5	16.1%	70,421.76	11.6%	14,084.35
Stationary Object (Non-Backing)	3	9.7%	21,697.26	3.6%	7,232.42
Totals for Policy Year	31		607,336.73		19,591.51

Loss leaders are highlighted (any cause representing greater than 15% of total claims or total incurred)



FMCSA & DOT

DOT

Inspections are inevitable. BCP does offer Prepass which provide in-cab response and opportunity to by-pass a weight and inspection station.

In order to ensure the "green light" – BCP must keeps its CSA warnings and violations at a minimum.

Any inspection that has codes such as 392.2-SLLS2 or 393.75(a)(3) or 393.9 or 392.2C on it are actually CSA violations that create points for the driver and the company. Many officers refer to this as a warning – but indeed it is a noted violation.

FMCSA - SMS

• Violations such as noted above are tracked in the SMS system, which goes against the driver individually as well as the company.



Working Together for Safety.



CARRIER HOME

TOOLS

HELP SEARCH **QUICK SEARCH**

Enter Carrier Name or U.S. DOT#

Welcome BCP to your Carrier Dashboard.

Your Company's first step in safety performance and compliance progress.



BCP TRANSPORTATION INC DBA: BCP TRANSPORTATION U.S. DOT#: 1021713

Address: 1 GOLF DRIVE DEERFIELD, WI 53531 Number of Vehicles: 136 Number of Drivers: 107 Number of Inspections: 239



Dive right into your data

- View full SMS results
- See a snapshot of your SMS status by BASIC
 - · On-Road Performance and Investigation Results by BASIC
- Check your company's most recent intervention



Learn how SMS impacts you

- Understand FMCSA regulations
- Review the Behavior Analysis and Safety Improvement Categories (BASICs)
- How Safety Management Cycles build safety
- Learn how you can improve your data
- Know about new carrier tools to add efficiency, increase collaboration

Based on 24 month record ending Friday, December 30, 2022

When will my data update next?







BASIC STATUS (1) To see all of your data, click the icons below

CRASH INDICATOR



HOURS-OF-SERVICE COMPLIANCE



VEHICLE **MAINTENANCE**



CONTROLLED SUBSTANCES AND ALCOHOL



HAZARDOUS MATERIALS COMPLIANCE



DRIVER FITNESS



INSURANCE AND OTHER

On-Road Performance by BASIC

Measure: 2.07 Percentile: 36% Threshold: 60% Measure: 0.12 Percentile: 17% Threshold: 60% Measure: 0.13 Percentile: 30% Threshold: 60% Measure: 1.89 Percentile: 26% Threshold: 75%

Measure: 0.01 Percentile: 1% Threshold: 75% Measure: 1.03 Percentile: 64% Threshold: 80%

Measure: 0.14 Percentile: Less than 5 driver inspections with violations Threshold: 75%

N/A

Summary of CSA Violations for BCP

BASIC	BASIC Violation Group Description Violation Descriptions		# of Violations	# of OOS Violations	Violation Severity Weight	
Unsafe Driving	Speeding 2	392.2-SLLS2	State/Local Laws - Speeding 6-10 miles per hour over the speed limit.		0	4
Unsafe Driving	Misc Violations	392.2LV	Lane Restriction violation		0	3
Jnsafe Driving	Dangerous Driving	392.2C	Failure to obey traffic control device		0	5
Jnsafe Driving	Speeding 3	392.2-SLLS3	State/Local Laws - Speeding 11-14 miles per hour over the speed limit.	5 5	0	7
Vehicle Maint.	Lighting	393.9(a)	Inoperative Brake Lamps	5	2	6
Unsafe Driving	Dangerous Driving	392.2FC	Following too close	4	0	5
			Driver not adequately trained in the operation of the automatic on-board	-		
HOS Compliance	EOBR Related	395.1519	recording device.	3	0	1
HOS Compliance	Other Log/Form & Manner	395.30B1	Driver failed to certify the accuracy of the information gathered by the ELD	3	0	1
/abiala Maiat	Reflective Sheeting	393.11TU	Truck-Tractor upper body corner requirements for retroreflective sheeting or reflex reflective material for vehicles manufactured after July 1997	3	0	3
Vehicle Maint.	Reliective Sheeting	393.1110	No or Defective ABS Malfunction Indicator Lamp for trailer manufactured	3	0	3
Vehicle Maint.	Brakes, All Others	393.55(e)	after 03/01/1998	3	0	4
/ehicle Maint.	Tires	393.75(a)(3)	Tire-flat and/or audible air leak	3	3	8
/ehicle Maint.	Windshield/ Glass/ Markings	393.78	Windshield wipers inoperative/defective	3	0	1
/ehicle Maint.	Lighting	393.9T	Inoperable tail lamp	3	0	6
/ehicle Maint.	Lighting	393.9TS	Inoperative turn signal	3	0	6
Insafe Driving	Seat Belt	392.16	Failing to use seat belt while operating a CMV	2	0	7
onsale briving	Ceat Deit	332.10	State/Local Laws - Speeding 15 or more miles per hour over the speed			,
Jnsafe Driving	Speeding 4	392.2-SLLS4	limit.	2	0	10
Insafe Driving	Speeding 4	392.2-SLLSWZ	State/Local Laws - Speeding work/construction zone.	2	0	10
Insafe Driving	Dangerous Driving	392.2T	Improper turns	2	0	5
IOS Compliance	Other Log/Form & Manner	395.24C2II	Driver failed to manually add the trailer number	2	0	1
IOS Compliance	Other Log/Form & Manner	395.24C2III	Driver failed to manually add shipping document number	2	0	1
IOS Compliance	False Log	395.8(e)	False report of drivers record of duty status	2	0	7
			Driving a CMV while CDL is suspended for a safety-related or unknown			
Oriver Fitness	License-related: High	383.51A-SIN	reason and in state of driver's license issuance.	2	2	8
/ehicle Maint.	Brakes, All Others	393.45(b)(2)	Brake hose or tubing chafing and/or kinking	2	0	4
ehicle Maint.	Brakes, All Others	393.45PC	Brake Tubing and Hose Adequacy - Connections to Power Unit	2	1	4
ehicle Maint.	Brakes Out of Adjustment	393.47(e)	Clamp or Roto type brake out-of-adjustment	2	0	4
ehicle Maint.	Tires	393.75(a)	Flat tire or fabric exposed	2	2	8
	Clearance Identification					
/ehicle Maint.	Lamps/Other	393.9	Inoperable Required Lamp	2	0	2
Insafe Driving	Other Driver Violations	392.2PK	Unlawfully parking and/or leaving vehicle in the roadway	1	0	1
Insafe Driving	Speeding 2	392.2-SLLS2	State/Local Laws - Speeding 6-10 miles per hour over the speed limit.	1	0	1
IOS Compliance	Incomplete/Wrong Log	395.15(b)	Onboard recording device information requirements not met	1	0	5
			Driver failed to have instructions on-board CMV for installed automatic on-			
HOS Compliance	EOBR Related	395.15G01	board recording device.	1	0	1
			The ELDs display screen cannot be viewed outside of the commercial			
IOS Compliance	Incomplete/Wrong Log	395.20B	motor vehicle.	1	0	5
			Driving beyond 8 hour driving limit since the end of the last on duty, off	-	_	
IOS Compliance	Hours	395.3(a)(3)(ii)	duty, or sleeper period of at least 30 minutes	1	0	7

BASIC	Violation Group Description	Violation	Descriptions	# of Violations	# of OOS Violations	Violation Severity Weight
			Driving beyond 11 hour driving limit in a 14 hour period. (Property carrying			
HOS Compliance	Hours, Nominal	395.3A3-PROPN	vehicle) - Nominal Violation		0	1
HOS Compliance	Other Log/Form & Manner	395.8	Record of Duty Status violation (general/form and manner)	1	0	1
HOS Compliance	Incomplete/Wrong Log	395.8(a)	No drivers record of duty status when one is required	1	1	5
Vehicle Maint.	Inspection Reports	392.7(a)	Driver failing to conduct pre-trip inspection	1	0	4
Vehicle Maint.	General Securement	392.9(a)	Failing to secure load	1	1	1
Vehicle Maint.	General Securement	392.9(a)(2)	Failing to secure vehicle equipment	1	1	1
Vehicle Maint.	Failure to Prevent Movement	393.102(a)(1)(ii)	Insufficient means to prevent rearward movement	1	0	3
Vehicle Maint.	Reflective Sheeting	393.11	No or defective lighting devices or reflective material as required	1	0	3
			No Lower rear retroreflective sheeting or reflex reflective materials as			
Vehicle Maint.	Reflective Sheeting	393.11LR	required for vehicles manufactured after December 1993	1	0	3
Vehicle Maint.	Wheels, Studs, Clamps, Etc.	393.205(c)	Wheel fasteners loose and/or missing	1	1	2
Vehicle Maint.	Suspension	393.207(a)	Axle positioning parts defective/missing	1	1	7
Vehicle Maint.	Steering Mechanism	393.209(e)	Power steering violations	1	0	6
Vehicle Maint.	Lighting	393.25(f)	Stop lamp violations	1	0	6
Vehicle Maint.	Brakes, All Others	393.45B2UV	Brake Hose or Tubing Chafing and/or Kinking Under Vehicle	1	0	4
Vehicle Maint.	Brakes, All Others	393.45(d)	Brake connections with leaks or constrictions	1	0	4
Vehicle Maint.	Brakes, All Others	393.48(a)	Inoperative/defective brakes	1	1	4
			CMV manufactured after 10/19/94 has an automatic airbrake adjustment			
Vehicle Maint.	Brakes, All Others	393.53(b)	system that fails to compensate for wear	1	0	4
			No or Defective ABS Malfunction Indicator for towed vehicles on vehicles			
Vehicle Maint.	Brakes, All Others	393.55(d)(3)	manufactured after February 2001	1	0	4
			Tire-other tread depth less than 2/32 of inch measured in a major tread			
Vehicle Maint.	Tires	393.75(c)	groove	1	0	8
Vehicle Maint.	Emergency Equipment	393.95(f)	No / insufficient warning devices	1	0	2
Vehicle Maint.	Lighting	393.9H	Inoperable head lamps	1	0	6
Vehicle Maint.	Wheels, Studs, Clamps, Etc.	396.3(a)(1)	Inspection, repair and maintenance of parts and accessories	1	0	2
	•		BRAKES OUT OF SERVICE: The number of defective brakes is equal to			
			or greater than 20 percent of the service brakes on the vehicle or			
Vehicle Maint.	Brake Out Of Service	396.3(a)1BOS	combination	1	1	0
Vehicle Maint.	Brakes, All Others	396.3(a)(1)	Brake - Leak from air chamber	1	0	4
HM Compliance	Documentation - HM	172.203(c)(2)	RQ not on shipping paper	1	0	3
HM Compliance	Documentation - HM	177.817(e)	Shipping paper accessibility	1	0	3
			Prohibited loading, transportation, or storage combination of hazardous			
HM Compliance	Fire Hazard - HM	177.848(d)	materials	1	1	6

BCP Transportation Maintenance

Each truck is expected to be seen by BCP Truck Services whenever it is in Deerfield at least once every other week. If your truck will be in Deerfield please communicate with the shop to expect your truck. Also allow time for any needed service to be completed.

Operating under the BCP Transportation's authority has a few additional requirements on the maintenance front.

Roadside inspection reports are to be submitted immediately upon trip return. Any out-ofservice situations are to be called into the Safety and Shop Managers immediately as appropriate.

Driver Vehicle Inspection Reports (DVIRs) are required to be completed accurately for trips run. Documentation must be available for any noted elements that make the vehicle unsafe to operate. Any out-of-service violations or warnings found in a roadside inspection shall be included on the **DVIR**. Proof of the repair will be kept as the company's report as evidence of the fix for the mandated retention period.

All inspection defects are to be reported to the shop. Reports can take the form of DVIR on Omnitracs or forms can be found in the shop entrance for reporting defects during <u>non</u> <u>business</u> hours.

It is the driver's responsibility to see that all DOT required safety equipment is in the unit. If you are missing a Fire Extinguisher, Flares, or any other safety equipment, please notify the Shop. Also, please check Fire Extinguishers occasionally to maintain proper working order. Fire extinguishers should be checked at least once per month.

Maintanence and Repair done at outside service shops must have approval in advance. If preapproval is not obtained, the employee could be responsible for the costs incurred.

Electrical additions or decorations may not be added to BCP Transportation equipment without authorization. All such additions will be removed in our shop at the driver's expense.

Inspections - DVIR

Daily Vehicle Inspection Reports (DVIRs) are required by the law and by BCP.

- It is crucial that every driver is doing a proper inspection before each shift and completing a DVIR for defects so that the shop can take care of issues while you are in the area or assist if you are on the road.
- DVIRs done in Samsara go directly to the BCP shop
- DVIRs are required by law and must be logged as on-duty. We have had CSA points from drivers not logging DVIR time as proof one was done.

Please ensure that your truck is able to get through the BCP shop for regular and preventative maintenance. This will ensure fewer breakdowns on the road!



PRE-TRIP INSPECTION PROCEDURE

STATION 1 AND 2 - IN/FRONT OF CAB AND ENGINE COMPARTMENT

- · Steering mechanism for damaged parts, excess travel
- · Parking (hand) brake and service brakes
- · City and highway horn
- Windshield wiper(s) operational wiper blades and arms
- Rear vision mirror(s)
- · Headlamps, signal indicators, markers, reflectors
- · Emergency Equipment (fire extinguisher, triangle's, flares)
- Check hoses, belts, fluid levels, leaks (air and liquid)

STATIONS 3, 6, 10 AND 12 - WHEELS AND BRAKES

- . Inspect wheels for cracks, bent rims and broken study, clamps, and lugs.
- Check tire inflation and valve stems, look for cuts, bulges, tread wear, and signs of misalignment.
- . Inspect wheel bearing and hub for leaking.
- . Dual wheels should be evenly matched with the same type of tires.
- Check the condition of the brake drums, hoses, air chamber mounting, and slack adjusters.

STATIONS 4 AND 14 - SADDLE TANKS

- Fuel tanks and caps should be secure and not leaking.
- · Check for leaks from the rear of the engine, transmission, drive shaft, and exhaust system.
- · Air Lines and electrical wiring should be secure.
- · Check frame and cross members for damage.
- Battery and battery box should be secure: check battery fluid and cell caps.
- . Drain moisture from the air tank, close the petcock.

STATION 5 - TRAILER FRONT

- . Glad hands should be properly mounted, undamaged, and not leaking.
- Check the seating and safety catch on electrical plugs and secure air and electrical lines against tangling, snagging, and chafing, with sufficient slack for turns.

STATION 7 - REAR OF TRACTOR

- · Cross members should not be bent or cracked.
- · Lights and reflectors should be clean and operating.
- · Secure air lines to frame.

STATION 8 - FIFTH WHEEL

- The fifth wheel should be securely mounted to the frame with no missing or damaged parts and no visible space between the upper and lower fifth wheel.
- Locking jaws should secure the shank, not the head of the kingpin, and the release lever should be properly seated and the safety lock engaged.

STATIONS 9 AND 13 - TRAILER SIDES

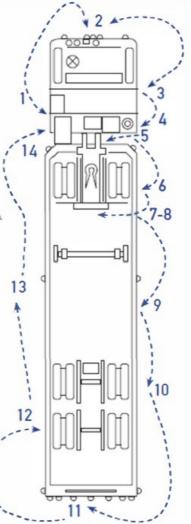
- . Landing gear and dollies should be raised (check for damage).
- · Check for air or hydraulic leaks.
- Check the spare tire rack for damage and secure the wheel after checking its inflation level.
- Lights should be clean and operating.
- · All placards should match.

STATION 11 - TRAILER REAR

- . Cargo and tailboard should be secured, and canvas or tarp lashed down.
- · Latch and lock rear doors and check the underquard.
- · Check lights, reflective tape.

392.7 Equipment, Inspection and Use

RESISTED ON EXPLORATION TO PROPERTY THE SERVICE THE SE



Drivers Are Key to Cargo Security

Professional truck drivers represent the most important factor in any motor carrier's security and cargo theft prevention program. It is estimated that nearly \$37 billion of cargo is stolen each year and the tough economy has caused the number of cargo thefts to rise.

Today's transportation environment requires all drivers to operate with a heightened sense of awareness and alertness. Cargo theft has many victims, from employees (i.e., drivers, warehouse workers) who can be hurt during an armed hijacking or robbery...to retailers who lose merchandise...to consumers who pay as much as 20 percent more to make up for cargo theft...to state and local governments who lose sales tax revenue...and even to insurance companies, manufacturers, and shipping companies.

Any product being shipped is potentially a target, but cigarettes, pharmaceuticals, and especially computer/electronic components are current high-value favorites being re-sold on the black market.

Cargo theft can be pre-planned or opportunistic. It can involve an inside informant who stakes out and follows the truck, or an experienced thief, organized crime, or fence who will quickly dispose of the goods. Cargo thieves routinely wait outside known shipping points (e.g., plants, warehouses, and distribution centers) and follow trucks as they depart, waiting for the drivers to stop. A good rule of thumb is for a driver to not stop within the first 200 miles or four hours, use secured lots, and avoid cargo theft hot-spots. Additional recommendations to reduce the chance of theft include:

- Park all equipment in a well lit and secure area.
- Park a loaded trailer with the doors against another trailer, or wall, so they cannot be opened.
- Utilize a king-pin lock if a loaded trailer will be dropped.
- ✓ Padlock trailer doors at all times.
- ✓ Use air-cuff locks when parking the tractor.
- Never discuss your load with other drivers.
- Be aware of vehicles that may be following your truck, especially during the first hours after picking up a load.
- ✓ Report suspicious activity to 911 and then to your company.

CARGO SECUREMENT AND ROLLOVERS

What's so important about securing freight? Many truck drivers have been killed or seriously injured by improperly secured cargo coming forward and crushing the cab of their truck. The safety of other motorists is also a concern. If your family or loved ones were riding in a car beside your load, would you feel confident that nothing will fall off and harm them?

Regardless of who actually loads the trailer, you the driver are responsible to ensure that the load is properly secured and road-ready. Shifting freight attributes to vehicle rollover. If freight is not properly secured, it could shift and cause the vehicle to rollover.

There are many factors that attribute to vehicle rollovers. The following list was developed as an aid to help investigate such accidents:

Driver factors to consider:

- Entered curve at excessive speed
- Not aware of tractor-trailer limitations
- Did not anticipate sharpness of curve
- Steered truck onto soft shoulder
- Drifted off road and abruptly counter steered
- Did not comply with speed advisory
- Accelerated through curve
- Inexperienced drivers transporting high center of gravity loads
- Steered abruptly, perhaps during avoidance maneuvers
- Being impaired by fatigue, drowsiness, alcohol, drugs, poor eyesight, etc.
- · Being reckless, angry, emotional, or otherwise upset

Vehicle factors to consider:

- Unusually top-heavy load
- · Collapsed suspension
- Under-inflated tires
- Vehicle and axle weights
- Fifth wheel lubrication
- Poor brake performance prior to entering curve
- Cargo distribution
- · Load shift

CARGO SECUREMENT AND ROLLOVERS

Cargo claims resulting from damaged and missing cargo result in \$200 million in lost revenue each year. But more importantly, unsecured, falling and shifting freight can cause vehicle crashes, injuries and even death!

Why is proper securement necessary?

- Cargo claims often cost companies excessive amounts of money, money that could be spent on newer equipment, improved facilities and increases in pay and benefits.
- The customer is paying for safe and timely delivery of goods.
- Damaged cargo results in claims against the company, hurting the company's reputation.

Drivers' responsibilities start before he or she even gets in the truck. As a driver, you must complete a thorough pre-trip inspection of the trailer. Make sure that all safety features are present and in working condition. Next, a thorough inspection of the inside or the deck of the trailer must be completed. Check for and remove anything that could cause damage to the cargo. Finally, secure the vehicle and prepare it for loading.

The driver must supervise all loading activities. He/she must check, and then double-check all of the cargo on the bill of lading to make sure it is present and not damaged. Any discrepancies should be reported immediately. A driver must make sure the cargo is loaded

properly. Cargo should be evenly distributed throughout the trailer and make sure that lighter cargo is stacked on top of heavier cargo.





Course Outline

- 1. Dangers of Driver Fatigue
- 2. Natural Sleep Patterns
- 3. Controlling Fatigue



Dangers of Driver Fatigue

What you need to know:

- 1. The dangers and human cost of driver fatigue
- 2. Symptoms of driver fatigue
- 3. How a micro-nap can affect your reaction time

Feature: The Dangers of Driver Fatigue



Feature: The Dangers of Driver Fatigue

Review: Fatigue Symptoms

- Driver fatigue impairs your ability to:
 - Recognize oncoming hazards.
 - React quickly.
 - Make decisions under pressure.
- **Signs of driver fatigue include:**
 - Persistent yawning.
 - Restlessness.
 - Poor concentration.

Feature: The Dangers of Driver Fatigue



The human body naturally compensates for sleep deprivation through brief sleep periods called micronaps.

- Micro-naps happen without warning.
- Periods of unconsciousness may last anywhere from a split second to as long as 30 seconds.
- A vehicle cruising at 65 mph will travel over 300 yards during a 10-second micro-nap.



Natural Sleep Patterns

What you need to know:

When you are most likely to fall asleep

Feature: The Sleep Regulation Cycle



Feature: The Sleep Regulation Cycle

Review: Sleep Gates

- The human body is more likely to naturally fall asleep during certain periods of the afternoon and early morning.
- An irregular sleep schedule heightens the danger of dosing off while driving during natural sleep gates.



Controlling Fatigue

What you need to know:

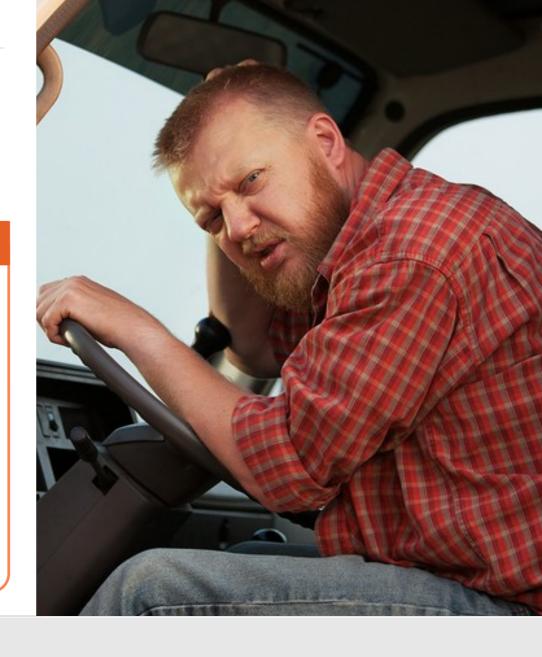
- How to recognize when you are experiencing driver fatigue
- 2. Methods of managing fatigue, including:
 - The importance of following Hours of Service regulations and taking rest breaks
 - Driver preparation and managing health
- 3. Strategies for controlling fatigue that do not work

Recognizing the Signs

In order to respond effectively to fatigue on the road, you must be able to recognize the symptoms.

Driver Fatigue Symptoms

- Eyelids feeling heavy
- Twitching or muscle tension
- Wandering and disconnected thoughts
- Inability to remember the last few miles
- Limbs feeling heavy, light and tingly, or numb
- Frequent yawning
- Blurred vision or burning sensation in the eyes



Responding to Fatigue

As a CMV driver, you are responsible for taking short-term action to combat fatigue while on the road.

Recommendations

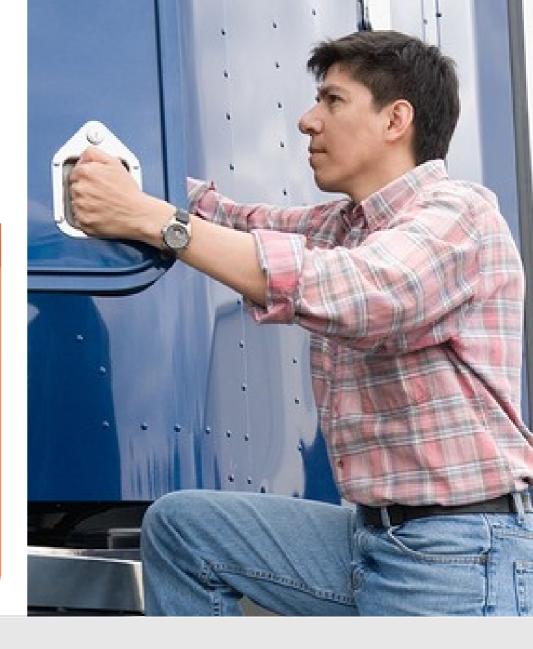
If you detect the signs of driver fatigue:

Stop safely and perform physical exercises such as walking around the truck a few times.

Take some deep breaths.

Open your window for fresh air.

If necessary, take a 15 - 20 minute nap.



Feature: The Benefits of Rest Breaks



Feature: The Benefits of Rest Breaks THE BENEFITS OF REST BREAKS At 8.5 hours of driving, the chance of a crash increases by 80%. After 11 hours of driving during your overnight sleep gate, the chance of a crash increases by 240%. Taking a rest break between the 3rd and 8th hour significantly decreases the risk of an accident.

Hours of Service Regulations

To reduce the risk of chronic, fatigue-related health conditions for drivers, new hours of service laws were established by the Federal Motor Carrier Safety Administration (FMCSA).

Limits for the length of shifts, explicit rest requirements, and additional rules for restarts and recordkeeping were adopted in 2011 to prevent a serious injury or fatality to you or anyone else on the road.

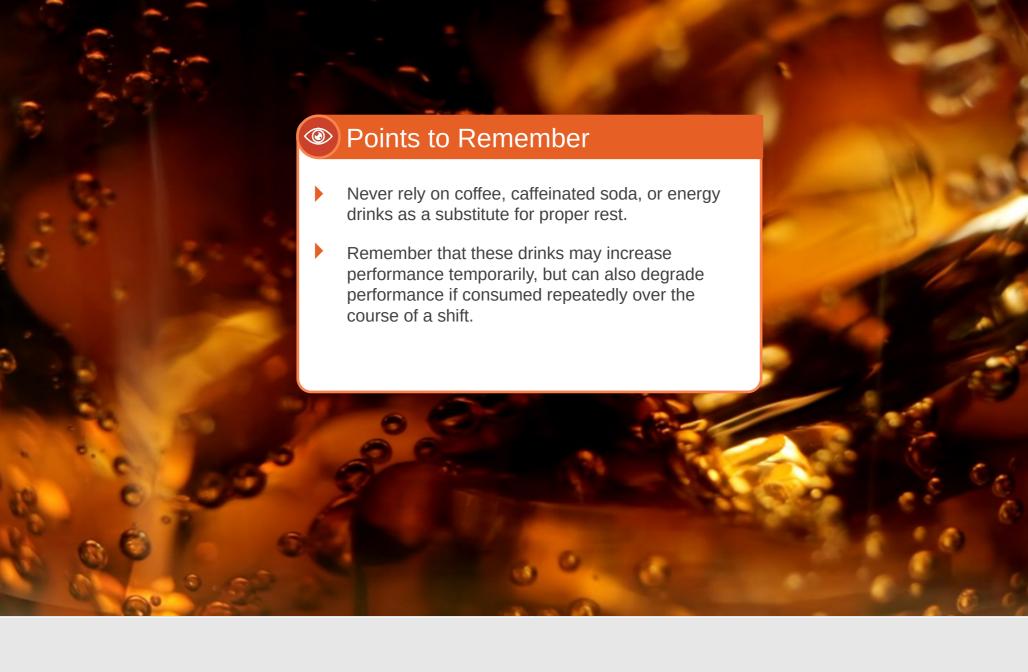
Recently the DOT has focused on such things as ensuring the BOL is listed on the log and that prior logs are "certified" by the driver.

Rules of the Road

- Understand and follow the hours of service regulations, including the following:
 - 14-hour shift limit
 - 11-hour driving limit
 - 34-hour restart rule
 - Rest break requirement
 - Sleeper berth provision

Feature: The Quick Fix





Healthy Habits

Vulnerability to fatigue is directly linked to driver health. Healthy habits such as proper diet, hydration, and regular exercise reduce the risk of developing chronic sleep disorders and also reinforce the body's ability to cope with fatigue on the road.

Recommendations

- Maintain a balanced and nutritious diet. Avoid eating large meals during the shift, especially right before sleep gates, as this can lead to additional fatigue.
- Stay active. Consider exercise and stretching routines that you can perform during off-duty periods.
- Take time to evaluate and support your mental well-being, and try to maintain a balance between your work and your personal life.
- Consult your physician for advice specific to your personal health needs.



High fat meals like this hamburger will increase fatigue levels during digestion.

Regular Sleep

A regular sleep schedule is fundamental to preventing driver fatigue. This is especially essential for time periods before and during driving shifts.

Sleep Recommendations

- Assure that you get at least **7 8 hours** of consecutive sleep every day or night.
- **Establish and maintain a sleep schedule** that allows for consistent sleep patterns.



Chronic Sleep Disorders

In addition to short-term illnesses, such as viruses or infections, chronic sleep disorders such as **sleep apnea**, **narcolepsy, or insomnia** can greatly increase a driver's likelihood of falling asleep at the wheel.

Mealth Recommendations

- Know the symptoms of chronic sleep disorders, and consult a physician if you suspect that you are afflicted.
- If you have a health condition that affects your fatigue levels, you should either not drive or manage your driving schedule and increase rest breaks as instructed by a physician.



Drugs and Medication

In addition to never driving under the influence of alcohol, drivers must also never drive under the influence of drugs or certain medications.

Whether the use is for recreational or medicinal purposes, drugs (including marijuana in any form) can impair your driving ability, and lead to unpredictable levels of driver fatigue.

Consult with your doctor before beginning a prescription medication program to determine how your abilities may be affected.

Mealth Recommendations

- Certain medications, even when taken as prescribed by a doctor, can automatically disqualify a driver from operating a CMV:
 - Amphetamines, narcotics, or other habit-forming drugs
 - Anti-seizure medications
 - Methadone



The Cabin Environment

Control the environment in your cabin to minimize factors that could increase your drowsiness or strain your eyes.

Recommendations

- Assure that your **cabin temperature** is not excessively warm and interior air is not stale.
- Reduce eye strain by **cleaning your windshield and rearview mirrors** regularly and removing clutter from your dashboard.
- **Listen to music** or other audio entertainment to stay alert.



Planning for the Unexpected

A driver often encounters unexpected delays and disruptions to a daily schedule. Delays associated with road and weather conditions, traffic, vehicle breakdowns, cargo transfer, and access points often add significant time to a trip. This might lead to drivers pushing themselves to fatigue in order to make up for lost time.

Tips for Trip Planning

- Designate extra time during each shift to absorb unexpected delays and to assure that you can rest.
- Never compromise safety or your rest to compensate for lost time due to an unexpected delay.





Summary

Driver fatigue is a deadly problem.

- Approximately 6,000 annual fatalities are attributed to accidents involving driver fatigue.
- When deprived of sleep, the human body can dose off uncontrollably into a 1-30 second micro-nap.
- A vehicle moving at 65 mph will travel more than 300 yards over the course of a 10 second micro-nap.
- The human body is more naturally prone to fall asleep during the afternoon and early morning.



Summary (continued)

What you can do:

- Know the signs of fatigue and follow all Hours of Service regulations.
- Get plenty of sleep and eat nutritious meals during and the days leading up to long driving shifts.
- Do not compensate for lack of rest with caffeinated or sugar-laden drinks.
- Check with your physician regarding any use of prescription medication before driving a CMV, and never use illegal drugs or alcohol.
- Plan your trip in advance, and leave room in your schedule for unexpected events that may affect the length of your trip.



Summary (continued)

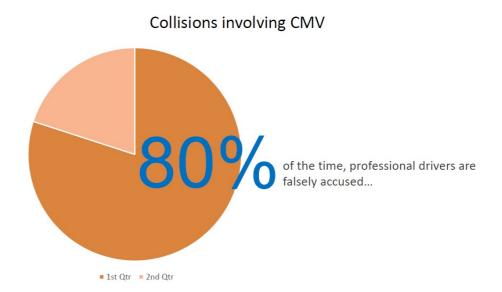
Most importantly, if you feel the symptoms of fatigue, **pull over and take a break** at your earliest and safest opportunity.

Dash Cameras

BCP uses dash cameras

Benefits for Drivers

- Exonerates drivers from fault
- Provides constructive feedback (coaching) by identifying risky driving behavior which could lead to collisions
- Demonstrates the company's commitment to the safety of its employees and the community
- Protects drivers' lives and livelihood



Commercial Driving Safety

Photographing Accidents





The Importance of Documenting Accidents

Providing documentation of the accident scene helps to eliminate the potential for details of an accident to be misinterpreted or missed completely. Always document an accident whenever possible.

This course provides information about what to photograph at the scene of an accident, best practices for capturing needed information, and safety precautions at the scene of the accident.



Course Objectives

- 1. What to do if you are involved in an accident
- 2. The elements of an accident scene to be photographed
- 3. Best practices for photographic documentation following an accident

Before Taking Photographs

Consider the following questions:

Does the scene pose an immediate danger to you?

Does it pose immediate danger to other people involved?

Is there a medical emergency that requires your immediate attention?

Are you able to take safety precautions, such as improving your visibility (e.g., with hazard lights, a reflective vest, and/or emergency signals)?

Are you able to get your vehicle safely off the road and away from traffic?

Can you document the scene while staying safely away from traffic and not too close to the front or rear of the vehicles?



Before Taking Photographs

Take the following steps:

- 1. Assure that everyone involved in the accident is safe and able to get clear of the vehicles.
- 2. If serious injuries have been sustained, immediately call for emergency medical services (EMS).
 - When in doubt of whether an injury is serious, call EMS.
- 3. Do not move individuals with signs of head, neck, or spinal trauma.
- 4. If you are physically able, provide assistance to others involved in the accident to the level you are trained.



Before Taking Photographs

If the other party or parties involved are conscious and able to communicate:

- 1. Identify yourself.
- 2. Explain that you are going to document the scene.
- 3. If you intend to document injuries, ask permission. Only take pictures of people with their consent.



Legal Concerns

- As soon as possible, report the accident to the proper authorities, including your work.
- Cooperate with any authorities that arrive on the scene.
- Before you leave the scene, be sure you give your identifying information to someone, whether it is an individual involved or the police.



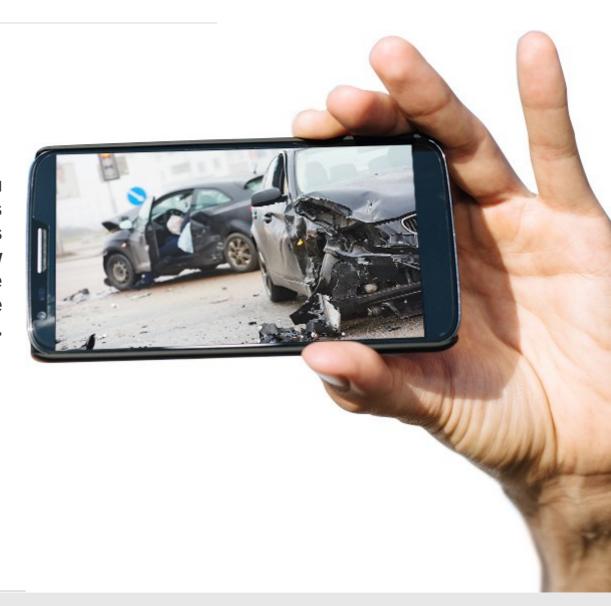
What to Document

- Damage sustained by any vehicles, property, and infrastructure in the accident
- Debris from vehicles or property
- Skid marks from any vehicles involved
- The surrounding scene of the accident, including nearby buildings or landmarks
- The weather conditions at the time of the accident
- Visible bodily injuries to any involved parties (with consent of the injured)



Best Practices

Take as many photos as you can of the incident from as many vantage points as possible. Your goal is to allow investigators to see the scene as though they were there with you.



Best Practices

Take wide-angle shots to establish the context and conditions that led to the accident.



Best Practices

Take close-up shots to better understand critical details about the accident, such as point of impact.



Using Discretion

While it is recommended that you photograph bodily injuries with consent from the injured parties, avoid photographing excessively gory scenes or fatalities.

Should a fatality occur in the accident, emergency response teams will document the scene's more graphic details upon their arrival. Please leave this work to them.

Remember, the purpose of injury photos is information, not shock value.



The Backup Camera

It is a best practice to keep a backup camera in your vehicle.

In case your primary camera is damaged or unavailable, keep a spare in your vehicle, such as a disposable camera in your emergency kit.

Most mobile electronic devices include a camera. If this is one of your cameras, make sure that is adequate for taking accident scene photos.



The photo shown right shows a stretch of the road where a driver who was involved in an accident lost control.



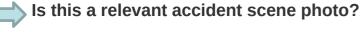
Is this a relevant accident scene photo?

- O Yes
- 0 **No**

This image shows a blind corner condition and the skid marks that led to the crash. Both elements contribute to a better understanding of how the accident took place.



The photo shown right shows a stretch of the road where a driver who was involved in an accident lost control.



o Yes

0 **No**

The image shows the potential degree to which inclement conditions contributed to the accident.



The photo shown right provides a close-up of a serious injury resulting from an impact with the windshield.

Is this a relevant accident scene photo?



0 **No**

Gory injuries and fatalities will be documented by emergency response teams. Please leave this work to them.



The photo shown right shows damage and debris at the accident scene.

Is this a relevant accident scene photo?



- o Yes
- 0 **No**

The image shows the approximate location of the collision and the severity of the impact.





Summary

Providing documentation of the accident scene helps to eliminate the potential for details of an accident to be misinterpreted or missed completely.

Before beginning to take photos, consider your own safety and make sure that all persons involved in the accident are safe.

Take photos of the entire scene, including damage to vehicles and property, debris, the location of the incident, and injuries.

Be thorough, and take numerous photos from different angles and distances.

Photograph minor injuries (with consent), but avoid taking pictures of excessively graphic scenes or fatalities.

Keep a spare camera in your vehicle's emergency kit in case your primary camera is damaged or otherwise unable to take photos.

Take additional photos of the accident scene or any latent injuries in the days following the incident.

Crash and Injury Reporting Procedures

Crash Reporting

Proper crash reporting is imperative to the process. Late reported claims are not acceptable. Follow these steps in the event of a crash.

- 1. Stop immediately and stay calm.
- 2. Protect the scene. Set out flares if needed.
- Check for injuries, but do not move injured persons unless they are in the lane of traffic.
- 4. Notify law enforcement.
- 5. Report to Safety and Dispatch.
- 6. Call the insurance company to report the incident. 563-587-7339
- A. Never take responsibility at the scene of an accident. Be kind. Be helpful. Be courteous.
- B. Document the accident. Use the Accident Kit, have witnesses fill out witness cards. If possible get witnesses to fill out the exoneration card.
- C. Take a minimum of 12 Photos of the scene
 - a. 4 photos close in 1 from each North, South, East and West
 - b. 4 photos from 10' away 1 from each North, South, East and West
 - c. 4 photos from farther away 1 from each North, South, East and West
- Complete the preliminary accident report with responding officials and report results to Safety.
- E. Complete the DOT Drug & Alcohol testing if applicable.
 - Testing will be needed if there is any fatality or if you are cited and either vehicle is towed, or a person is transported from the scene for medical treatment.
 - Timeliness of the tests is regulated and imperative. Refusal to complete postaccident drug and alcohol testing when required will be considered voluntary termination.

ALL TRAFFIC ACCIDENTS AND VIOLATIONS ARE TO BE REPORTED IMMEDIATELY! Failure to report will result in immediate termination of employment or contract. All damage will need to be repaired. Any vehicle damage will need to be documented on the driver's vehicle inspection report.

Remember to take photos of the crash scene. Photographs are an important part of the story as it shows the scene as it was. Remember these tips:

- Include landmarks and permanent fixtures.
- Take several photos of each view.
- Use the flash in the dark.
- Include all vehicles in the photos even if no damage from multiple angels with the license plate.
- Indirectly get participants in the photos but do not take pictures of the injured/deceased.

Claims Handling

Insurance costs are one of the three highest costs within a trucking company. In an effort to minimize losses and have drivers be more careful, BCP Transportation has a claim handling policy. Drivers will be responsible for insurance deductibles for any claims resulting from their negligence or misconduct. Owner operators: refer to Lease Agreement for further details. Any damage to company equipment or cargo damage claims are to be reported to dispatch IMMEDIATELY. If the damage is due to driver negligence or failure to follow dispatch orders, costs will deducted from driver wages. If a consignee notes damage on a bill of lading, the driver is not to move truck until dispatch is notified.

If a claim is due to "Direct" driver negligence, such as a missed/late delivery appointment, crane appointment, etc. the driver could be held responsible for the entire amount of the claim or back charges to BCP Transportation. Unless a valid reason has been communicated to Dispatch prior to missing the appointment.

Any damage or loss of straps, load locks and other company equipment due to driver negligence while loading or unloading, or failure to follow directions in returning equipment to a customer or BCP terminal will be deducted from the driver's wages.

Any damage to BCP Transportation trailers due to driver negligence or improper driving habits will be deducted from driver wages. The damage referred to includes, but is not limited to, tires dragged, curb rubs, damage to rims & tires from driving over curbs, damage to side rails, damage done docking <u>trailers</u>, etc. We believe all BCP drivers are skilled enough to avoid this kind of damage.

Post-Accident Requirements

BCP Transportation policy and the Federal Motor Carrier Safety Regulations (382.303) require drivers of commercial motor vehicles to submit to DOT drug and alcohol tests as soon as practicable but not more than 8 hours for Alcohol <u>and not</u> more than 36 hours for Drug testing following any accident in which the driver operating under the motor carrier's authority:

- Was performing safety-sensitive functions with respect to the vehicle and the accident involved the loss of human life; or
- 2. Received a citation with a tow (due to disabling a damage), or a citation with any injury.

An "accident" (390.5) is defined as an occurrence involving a commercial motor vehicle operating on a public road which results in:

- 1. A fatality; or
- Bodily injury to a person who, as a result of the injury, immediately receives medical treatment away from the scene of the accident; or
- One or more motor vehicles incurring disabling damage as a result of the accident, requiring the vehicle to be transported away from the scene by a tow truck or other vehicle.

Drivers are strictly prohibited from using alcohol for eight hours following an accident or until the post-accident testing requirements are carried out, whichever occurs first.

Failure or refusal to follow these instructions, including the use of alcohol prior to the required post-accident alcohol test, will be considered a refusal to submit to a test, which is a material breach of the operating agreement and will result in immediate termination of the agreement.

Crash Consequences

Crashes are inevitable in this industry. However, driving defensively and within limits can help crashes from happening or reduce the severity. When BCP Transportation drivers are involved in crashes corrective action will be followed. Including accident review and possible retraining.

Training

BCP Transportation has required training for our drivers. This training includes but is not limited to:

- · Logging Device Procedures
- · Cargo Securement
- · Hours of Service
- Defensive Driving
- · Hazardous Materials
- Etc.

At BCP Transportation drivers are expected to be part of the training. You will be assigned on line training each month and are expected to complete that training by its due date. Company Driver's will not be paid out any accrued bonuses if these training videos are not completed. You will receive an email at the beginning of each month with a link to the video. If you prefer not to use your cell phone to complete the trainings BCP has provided a tablet in the Flip Side to complete them.

The system used for training also offers other training options which may be assigned periodically ie Annual HazMat retraining, preparation for Road Check and other needs as they become available or necessary. Any annual bonus will be withheld until an employee is up to date on the required training.

Workplace Injuries

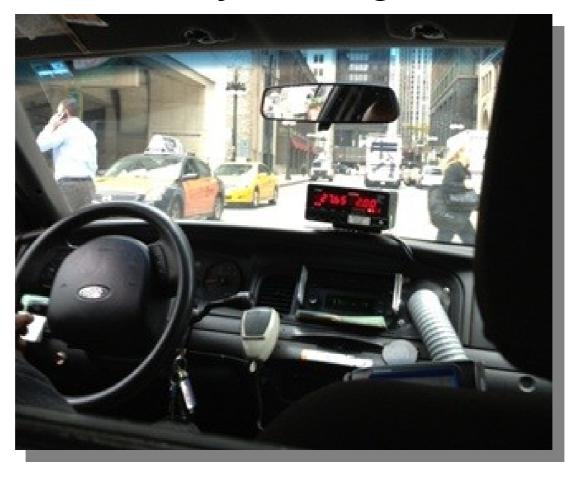
Follow these steps in the event of an injury:

- 1. Call 9-1-1 if it is a medical emergency.
- 2. Seek medical treatment if general first aid will not suffice.
- 3. Notify Safety and Dispatch.
- 4. Take pictures of location if possible and send to Safety.
- 5. Complete accident investigation form if possible.
- 6. Notify Safety of any work limitations or light duty restrictions.

BCP Transportation provides a comprehensive workers' compensation insurance program, which covers any injury or illness sustained in the course of employment that requires medical, surgical, or hospital treatment. Subject to applicable legal requirements, workers' compensation insurance provides benefits after a short waiting period or, if the employee is hospitalized, immediately.

Employees who sustain work-related injuries or illnesses should inform their immediate supervisor immediately. No matter how minor an on- the-job injury may appear, it is important that it be reported immediately to receive coverage as quickly as possible. Once any immediate treatment or corrections are made injuries will be referred to Safety.

Commercial Livery Driving—Driver Safety



Course Outline

- 1. The Importance of Driver Safety
- 2. Part 1: Driving Preparation
- 3. Part 2: Defensive Driving
- 4. Part 3: Driver Readiness
- 5. Part 4: Sharing the Road
- 6. Part 5: Emergencies and Adverse Conditions
- 7. Summary



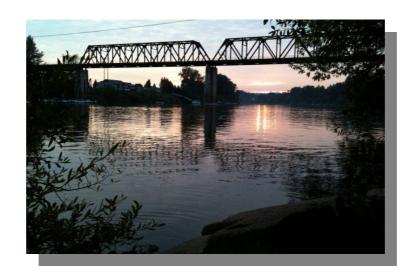
*National Highway Traffic Safety Administration (NHTSA), 2012

Benefits of a driver safety program and training:

Reducing tragedy and risks

Minimizing an organization's costs

Saving lives



Components of an effective commercial livery driver safety effort:

- Management commitment
- Safety rules and policies
- Driver qualifications
- A training program
- Safety observations and accountability processes
- Investigations
- Monitoring of the program's progress



It is your responsibility to:

Drive your vehicle properly.

Perform regular inspections.

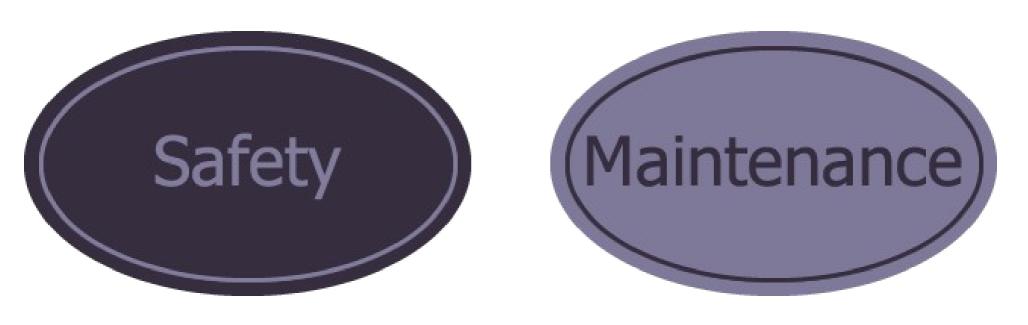
Follow your preventive maintenance procedures.

Report problems with your vehicle, and assure that they are corrected.

Never drive a vehicle that is unsafe.

Drive only the vehicles that your employer has authorized you to drive.





Part 1: Driving Preparation—Outline

- 1. Maintenance
- 2. Protective Controls
- 3. Pre-driving Practices
- 4. Summary

Maintenance

Focusing on the basics:

- The following vehicle conditions can contribute to a collision:
 - Worn tires
 - Dim or non-functional head and tail lights
 - Bad or faulty brakes
- Review your owner's manual.



Maintenance

Elements to be checked:



Maintenance

Tire maintenance:

- Check the tire pressure regularly.
- Inspect tires for these common problems:
 - Uneven wear patterns
 - Cracks
 - Foreign objects on the surface or embedded in the tire
 - Other signs of wear



Protective Controls

Safety belts:

- They increase changes of survival.
- They protect you from various dangers and maintain your position.
- Shoulder harnesses reduce the severity of injury.
- Lap belts allow the hips to absorb much of the force of the collision.
- Lap belts and shoulder harnesses must be used together.



Protective Controls



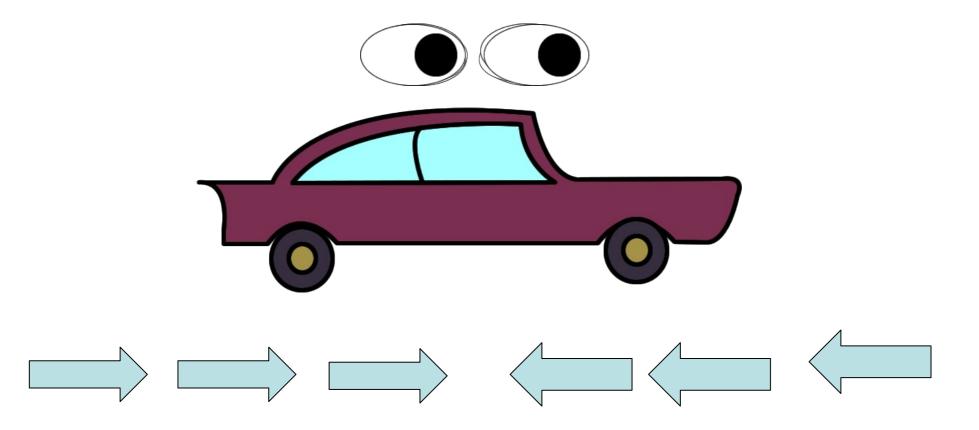
Passengers are 25 times more likely to be ejected from the vehicle if they do not wear safety belts.

Protective Controls



More than half of all fatalities occur to front seat passengers.

Pre-driving Practices



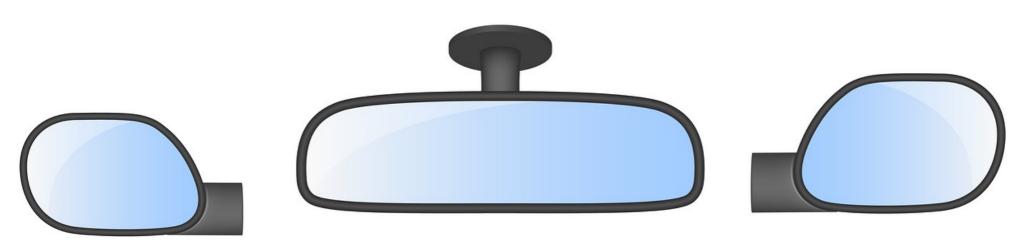
Pre-driving Practices

After entering the vehicle:

- Lock the doors and put the key in the ignition.
- Adjust the head restraint to be up by your ears.
- Adjust the seat.
- Sit properly.
- Place hands on the wheel.
- Use safety belts.



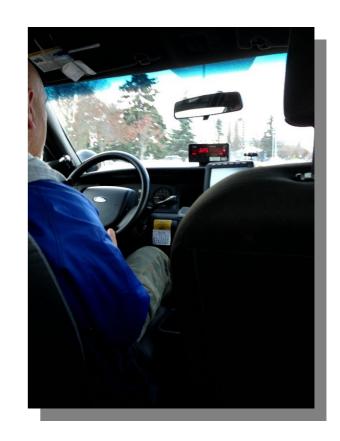
Pre-driving Practices



Mirrors may have limitations and may not remove all blind spots. Become familiar with the location of your vehicle's blind spots.

Blind spots:

- Cannot be directly observed by the driver.
- Are inherent in every vehicle, both cars and trucks.
- Need to be addressed before you even consider leaving your parking spot.
- Influenced by the vehicle's design:
 - Windshield pillar
 - Pillars, headrests, passengers, and cargo
- Influenced by other structures
- Influenced by speed



Reducing blind spots with side mirrors:



- Have someone walk in both left and right blind spots.
- Set mirrors.
- Check mirrors.
- Re-adjust and check again.

Adjusting your seat to accommodate air bags:

Avoid the risk zone.

Shorter drivers and drivers less than 10 inches away should:

- Be aware of risk.
- Adjust the steering wheel down.

Know restrictions for children.

Grip the wheel at four and eight o'clock.

Check the manual if needed.

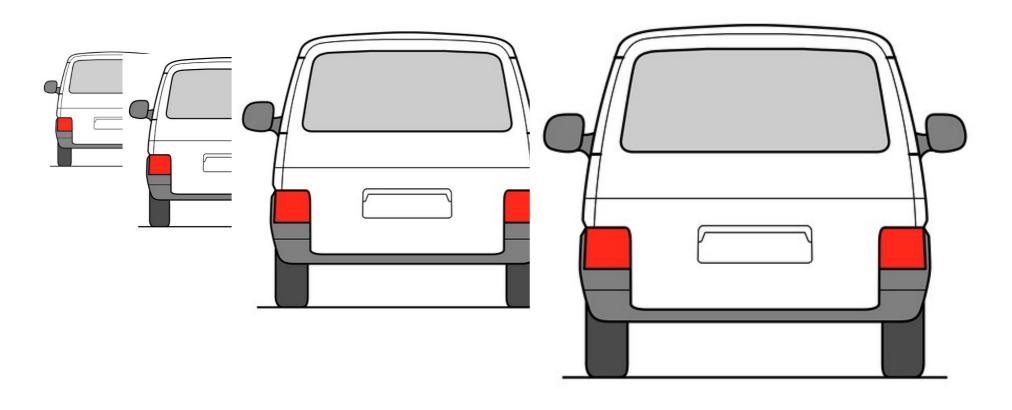


Other adjustments:

- Before the vehicle is in motion adjust the following:
 - Heating and cooling
 - Radio and sound systems
 - Air vents
 - Sun roof
- Only the defrost mechanism is a safety feature.



Guidelines for safe backing:



Part 2: Defensive Driving—Outline

- 1. Goals of Defensive Driving
- 2. Vigilance
- 3. Following Distance
- 4. Best Driving Practices
- 5. Summary

The three goals of defensive driving:



The difference between accidents and crashes:



Common driving errors:

Speeding

Failure to wear a safety belt

Inattentiveness

Being distracted

Tailgating or following too closely

Failure to yield right-of-way

Failure to obey traffic signals and signs

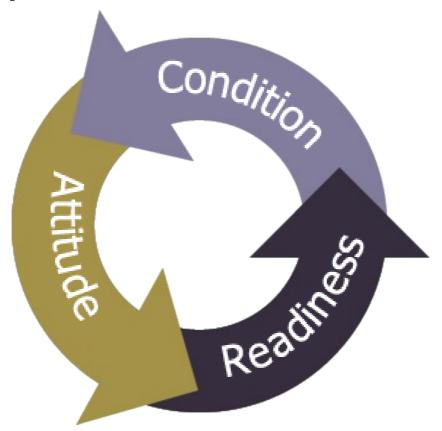
Driving while fatigued

Driving a vehicle that is not well-maintained



As a commercial vehicle livery driver, there may be pressure to reach the destination quickly. However, this is not a reason to speed or drive incautiously.

Safe driving requires the coordination of three elements:



Vigilance

Decrease the chance of an accident:

Be vigilant. Keep your eyes moving constantly.

Plan ahead.

Slow down or get off the road when you suspect a problem.

Monitor mirrors.



Pedestrians are waiting on the sidewalk. They could enter the crosswalk in your path.

Traffic may not stop when the light changes.

Traffic may not stop when the light changes.

Traffic cones block the lane you would normally turn into and must be avoided.

The car near the corner is slow-moving and may merge into your lane.

Oncoming traffic may fail to follow traffic signals and enter your path.

Left-turning traffic in the oncoming lane may turn wide and enter your path.

Find the hazards:

You are stopped at a traffic light, waiting for the left turn signal. Click on each number to see the potential hazards you might encounter.

Traffic may not stop when the light chang

Traffic may not stop when the light cha



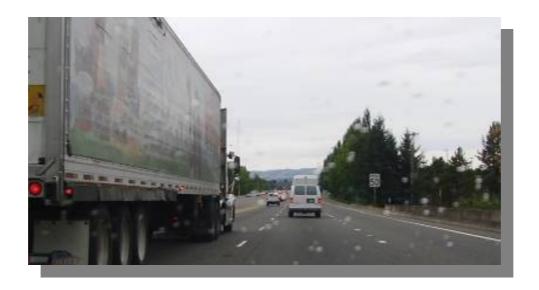
Vigilance

Escape routes:

Give yourself time, space, and visibility.

Do not get boxed in.

Time your passing moves.



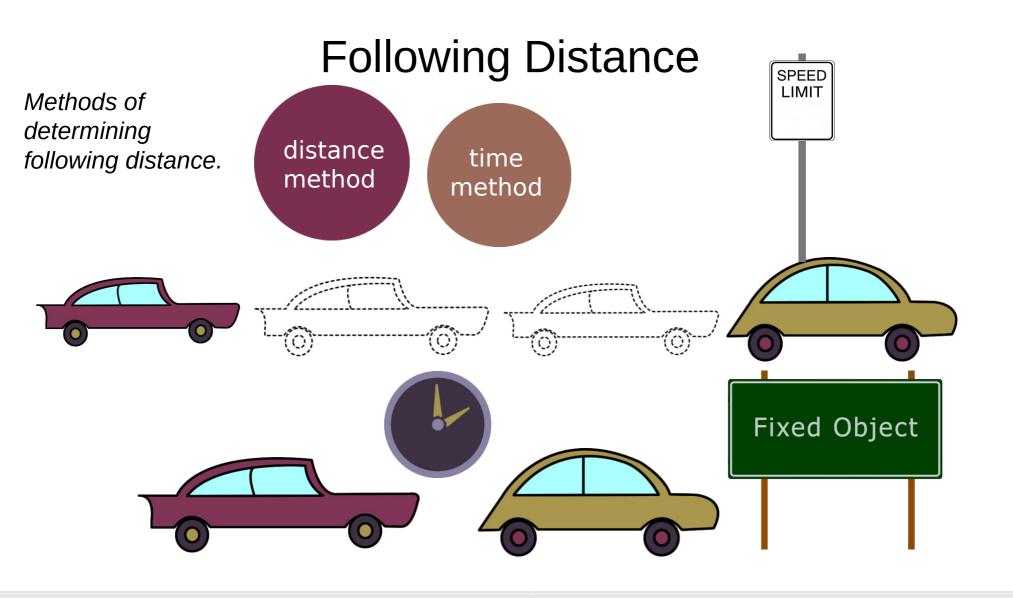
Establishing a safe following distance:

Adjust your following distance.

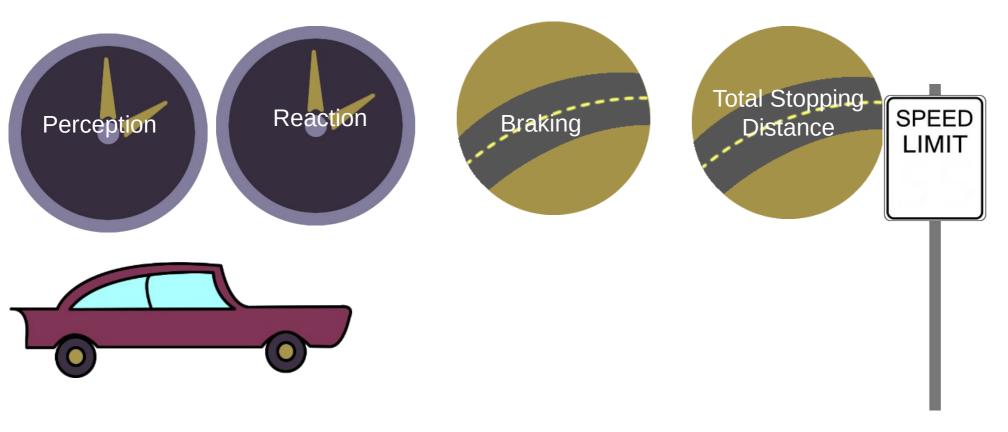
Scan ahead.

Avoid bumper-to-bumper driving.





The elements of stopping distance:



Stop time is determined by:







Additional distance to give you time to react to changes in the roadway





Stopping distance

- + Safety cushion
- = Following distance

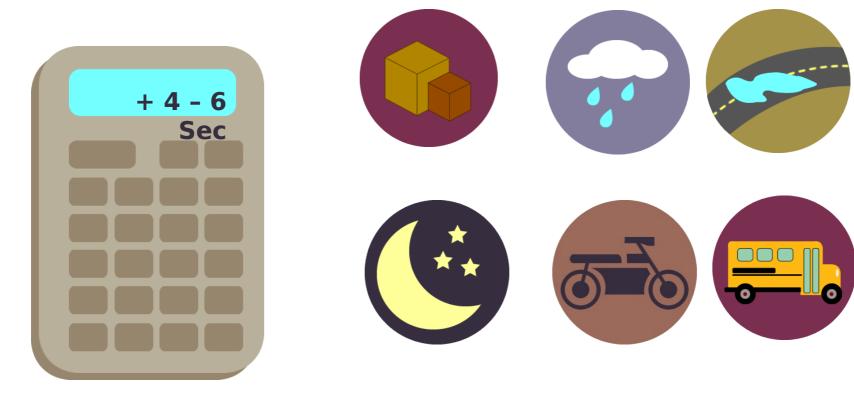
Leave yourself enough time to recognize the problem, react, and brake.

Conditions that affect stopping time:

- Vehicle's tires and brakes
- Vehicle's weight
- Foreign material
- Speed
- Texture and temperature of the road
- Weather



Situations requiring extra following distance:



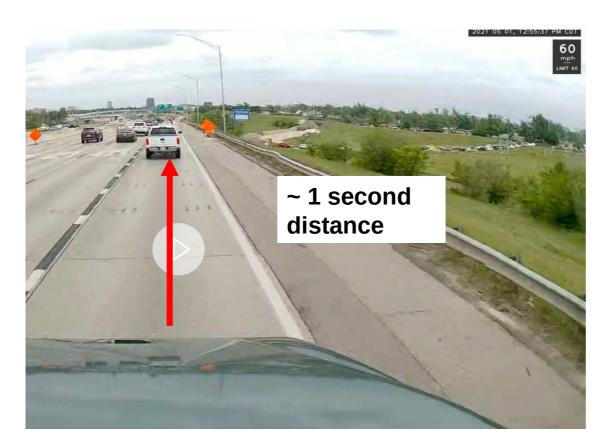
BCP Lessons Learned Example:



The accident occurs ahead of the BCP driver, he remains in his lane and fortunately is not part of the pile-up.

However \square if he would have allowed more following distance, then he would have been able to stop well in advance without the risk of rearending the white pick up truck.

BCP Lessons Learned Example:



At 60 mph, this is about a 1 second following distance.

This BCP driver should maintain at least 4 seconds of following distance.

At 60 mph you are traveling 88 feet per second. A 4 second following distance would be roughly 3-4 semi truck/trailer lengths!

BCP Lessons Learned Example:



At 55 mph, this is about a 2 second following distance in the video.

This BCP driver should maintain at least 4 seconds of following distance.

This was 100% preventable had the driver allowed more space to stop appropriately

Yielding:

Yield the right-of-way when appropriate.

- At intersections:
 - The vehicle to the right goes first.
 - Drivers might not stop.
- Beware of blind intersections.



Speed:

Excessive speed leads to accidents.

Slow down in bad weather, on poor roads, or in heavy traffic.

Warn other drivers when slowing.



Changing lanes:

Stay in the right lane.

Avoid unnecessary lane changes.

Signal.

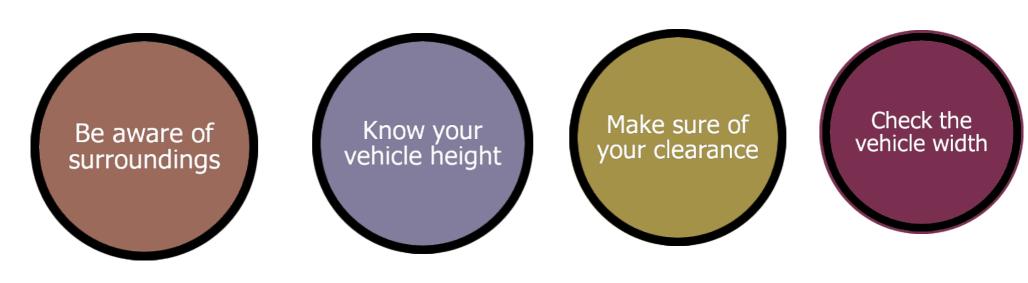
Be aware.



Do not change lanes at rail crossings, curves, or intersections.

Follow all traffic laws and signs.

How to protect your vehicle from overhead objects:



Stopping on shoulders:

Only do so in an emergency.

Chose straight, level, and visible areas.

Signal and decelerate.

Stay visible.

Check position and pavement conditions.

Keep five feet of clearance.

Merge back carefully.



Questions to ask yourself before you start to pass:

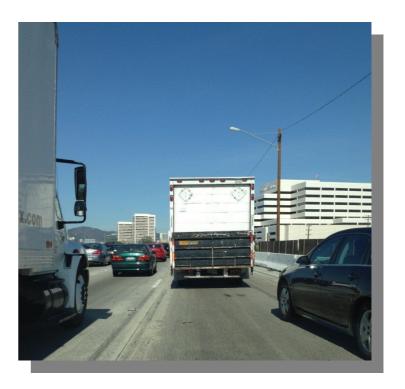


If making the pass is necessary, safe, and legal, execute the basic maneuvers needed to complete a proper pass.



Steps of a safe pass:

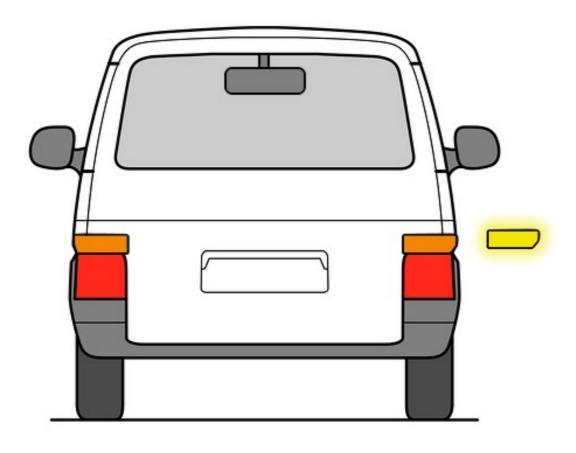
- Check behind you.
- Check your blind spots before you move lanes.
- Check all of your mirrors.
- Signal the appropriate direction.



It is unsafe to pass in the following situations:

- When there is a stopped school bus with its signals on
- No-passing zones
- School zones
- Railroad crossings or 100 feet on either side
- Intersections or 100 feet on either side
- Tunnels or 100 feet on either side
- Highways with solid lines





Summary

Points to keep in mind:

Keep your eyes moving constantly.

Always leave yourself an escape route.

Avoid blind spots.

Do not linger while passing.

Do not tailgate.

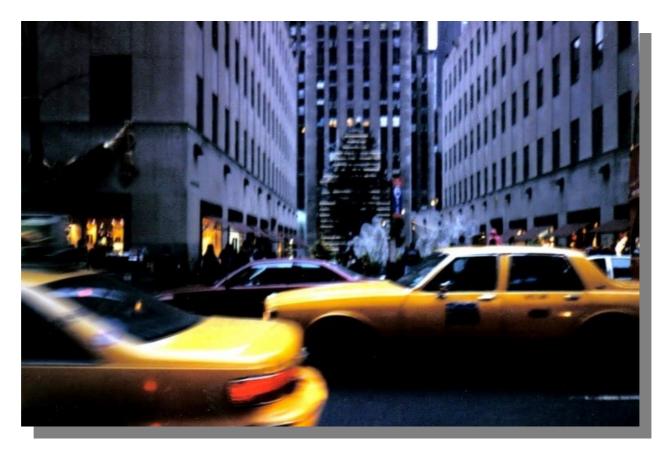
Avoid "packs" of cars driving closely together.



Part 3: Driver Readiness—Outline

- 1. Emotional Control
- 2. Fatigue
- 3. Distracted Driving
- 4. Alcohol

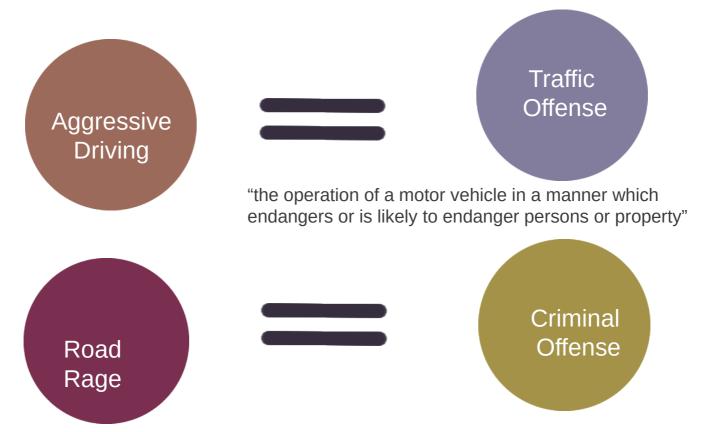
Emotional Control



Take stock of your readiness to drive.

Emotional challenges:





"assault with a motor vehicle or other dangerous weapon by the operator or passenger of one motor vehicle on the operator or passenger of another motor vehicle precipitated by an incident which occurred on a roadway"

Characteristics of aggressive drivers:

- Top priority on speed
- Competition
- Refusal to give the right-of-way
- Contempt
- Belief in the right to punish
- Behaviors including:
 - Tailgating
 - Hostile or obscene gestures
 - Yelling
 - Cutting in front of other drivers



Dealing with aggressive or raging drivers:

Keep your distance.

Avoid eye contact.

Do not make gestures.

Do not take traffic problems personally.

Cooperate in traffic.

Allow plenty of time.

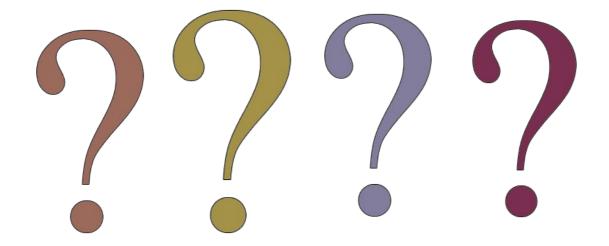
Create a relaxing environment.

If needed, contact the authorities.



Managing stress:

Pay attention to your body and to your moods.



It is especially important to learn techniques to manage your stress.

Tips for managing stress and physical health:



One of the most effective methods to manage stress is regular cardiovascular exercise.

Symptoms of driver fatigue:

Eyelids feeling heavy

Twitching or muscle tension

Wandering and disconnected thoughts

Limbs feeling heavy, light and tingly, or numb

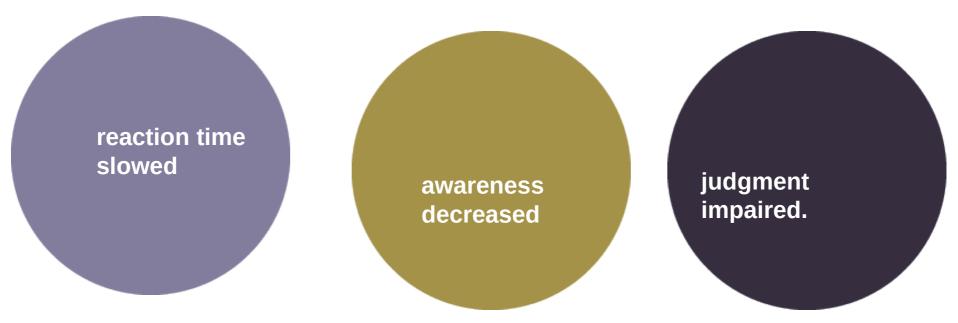
Frequent yawning

Blurred vision

Burning sensation in the eyes



Effects of driving drowsy = effects of driving while intoxicated



If you are drowsy, pull off the road to a safe place and get the sleep you need.

Dangers of driver fatigue:

- Driver fatigue is a dangerous condition that affects numerous drivers.
- The lack of mind stimulation contributes to sleepiness.
- Take frequent breaks.
- Do not rely on "alertness tricks."



Recognizing driver fatigue:

A tired person cannot predict sleep onset.

At 55 mph, a 4-5 second micro-nap lasts 100 yards.



Under the Influence



Never drink and drive, and watch out for impaired drivers on the road.

Drugs and Alcohol

BCP has a zero-tolerance policy on drugs and alcohol. This includes the transport of alcohol in the cab of the truck, which is against the law.

Alcohol or any other prohibited substance is not permitted in the semi-truck per FMCSA regulation 392.5(a)(3).

6.3.2 Alcohol (392.5) - Alcohol can only be transported as part of a shipment.

BCP POLICY VIOLATIONS

Alcohol can only be transported as part of a shipment.

Violation of this regulation as identified by

Violation of this regulation as identified by the DOT, any maintenance shop, or by any BCP employee or contractor, will result in immediate termination.



Distracted Driving

"Approximately 660,000 people are on electronic devices while driving a vehicle at any given movement during daylight hours." Source: National Highway Traffic Safety Administration (NHTSA)



"Distracted driving includes texting, reading, talking to other passengers, grooming, and using a navigation system." Source: Distraction.gov



Distracted Driving

Type of Distracted Driving	Example
Visual	Taking your eyes off the road
Manual	Removing your hands from the steering wheel
Cognitive	Not concentrating on the road

Distracted Driving

Electronic devices and other distractions:

- Accident rates increase by four times when using electronic devices.
- Other distractions:
 - Texting
 - Talking to passengers
 - Adjusting vehicle controls
 - Eating
 - Dealing with objects in the cabin
 - Reading a map
 - Grooming



Distracted Driving – Social Media

- It is illegal to use your cell phone while operating a commercial motor vehicle.
- Fines up to \$10,000 per occurrence may be assessed for those caught using their handheld devices.
- Severe CSA points are assessed to the driver and their company
- Social media usage and posts are discoverable in a lawsuit or criminal charge.
- A driver could be deemed negligent, even if the post, facebook live or usage of a handheld device while driving did not occur during the incident.
- A driver could face prison time or other criminal charges if they are found negligent while operating a CMV.
- This includes the use of social media, facebook live, or anything on the device while it is docked – while operation a CMV.

BCP Lessons Learned:



BCP Lessons Learned Example:

This might appear to be 100% the other drivers fault, and it was. However, what, if anything, did the BCP driver do wrong in this case?

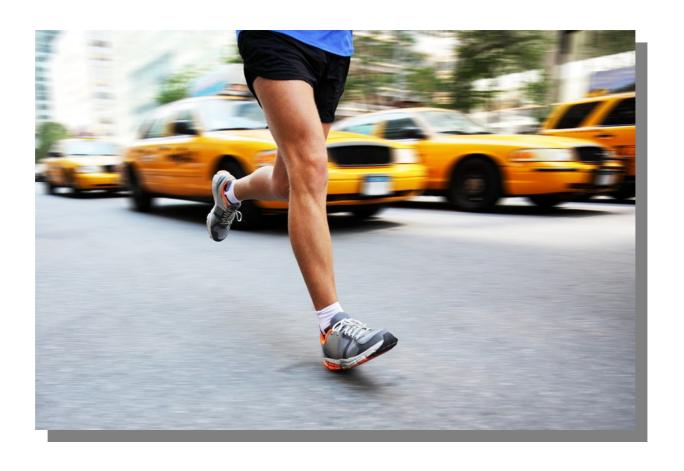
- The BCP driver swerved into the next lane, had a vehicle been there, they would have hit that vehicle and had some fault in the accident.
- Best practices are to stay in your lane swerving can cause additional accidents, damage, injury, rollovers etc
- In addition, the first thing the driver did was to call his Dispatch

 this is incorrect.
 - Ensure they are safe and the situation is safe for all
 - The driver should then check on the other party's health
 - Second the driver should call 911
 - Then the driver would call the BCP Dispatch



On the bright side, this driver was traveling at 10 mph below the speed limit due to heavy traffic – otherwise the impact would have been worse

Module 4: Sharing the Road



Part 4: Sharing the Road

- 1. Pedestrians
- 2. Motorcyclists

Pedestrians

Be aware of pedestrians:

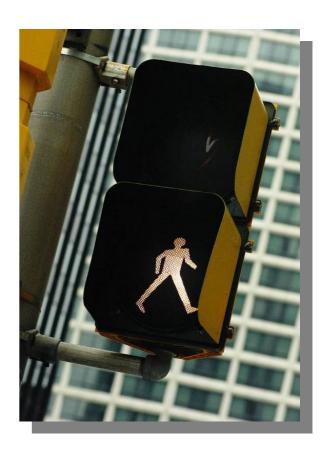
Pedestrians may disregard signals.

Do not force your right-of-way.

Reduce your speed.

Make sure that you can be seen.

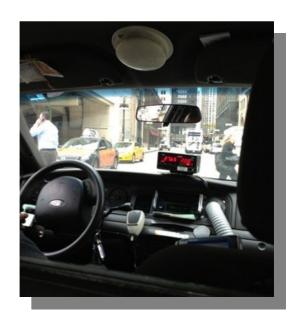
Check your blind spots.



Pedestrians

Higher-risk areas:

- Expect pedestrians in urban environments.
- Watch for signs indicating pedestrian or school crossings.
- Slow down and watch for children crossing or playing.
- Watch for increased pedestrian areas.
- Watch for pedestrians at night.



Pedestrians

Pedestrians at risk:





Elderly pedestrians

Motorcyclists



Motorcycle riders are 39 times more likely than auto occupants to die in a crash per vehicle mile traveled.



The most common motorcycle accidents occur at intersections; three motorcyclists are killed at intersections every day in the United States.



Motorcyclists are eight times more likely to be injured in crashes.

With almost eight million motorcycles on the road, drivers of other vehicles need to be alert. Use the same driving skills when driving near a motorcyclist as you would a bicyclist.

Motorcyclists

Tips for sharing the road with motorcyclists:

- Use a signal before changing lanes or merging.
- Take extra precautions.
- Watch for adverse road conditions.
- Allow more following distance.



Part 5: Emergencies and Adverse 1. Weather Hazards Conditions

- 2. Lights
- 3. Construction
- 4. Preparedness
- 5. Emergency Procedures

Pay close attention to all potential threats to you and your passengers.

Your organization should have a safety policy for extreme weather.

Do not drive in bad or dangerous conditions if it is not necessary.

Discuss the weather situations, weigh the risks, and adapt plans accordingly.



Weather conditions can affect driving:

Weather conditions can affect visibility and the road surface.



Some weather conditions are:

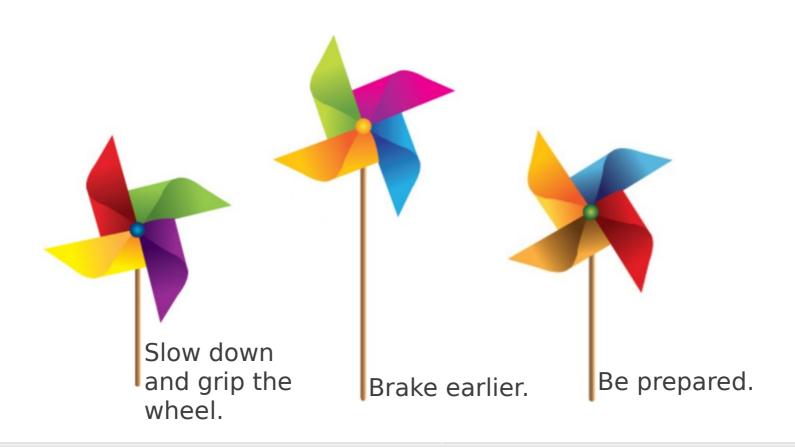
- Rain
- Snow
- Ice and sleet
- Wind
- Fog or smoke
- Dust



Handling extreme weather conditions:

- Listen to weather reports.
- Check your equipment:
 - Windshield wipers
 - Tire treads
 - Spare tire, radio, heater, and cell phone
- Keep all windows defogged.
- Consider the car's weight.
- Allow extra time.
- Avoid sudden acceleration, and make slow, wide turns.
- Make yourself visible.

When driving in strong winds:



Light fog:

Slow down.

Increase your following distance.

Be prepared for vehicles, pedestrians or animals to appear suddenly.

Keep as far to the right as you can in case an oncoming vehicle is crowding the centerline.

Use your low beam headlights and wipers.



Thick fog:

Do not use your high beams.

Signal when exiting the road.

Flash your brake lights.

Get off the road completely.

Make your truck visible.

Keep your safety belt fastened.



Hydroplaning:

- This occurs with tires are not in contact with the road.
- It develops from a combination of factors:
 - -Speed
 - Water or oil slick
 - Poor tire tread depth and pressure
 - Conditions of the road surface
- The signs that your vehicle may be hydroplaning are:
 - Absence of a slushing sound.
 - Decrease in steering or braking ability.



Hydroplaning (continued):

Do not put passengers in this situation.

If your vehicle is hydroplaning:

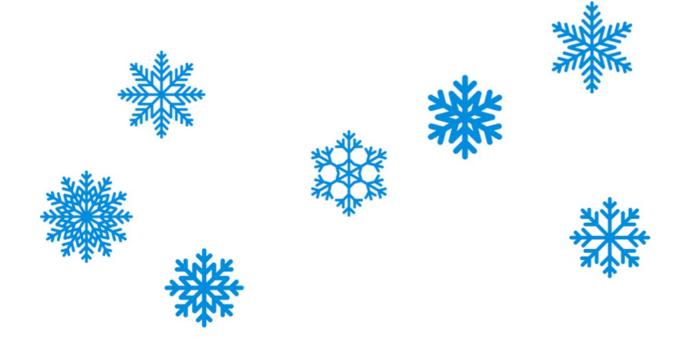
- Ease your foot off the accelerator.
- Do not make sudden moves.
- Do not brake.

To prevent your vehicle from hydroplaning:

- Keep tires inflated with good tread.
- Slow down.
- Prive in the tracks.



Guidelines for driving in snowy conditions



Ice and sleet:

- These conditions reduce or eliminate traction.
- Ice is twice as slippery at 30°F as at 0°F.
- Ice occurs when cold air circulates around certain surfaces. Expect ice when encountering the following:
 - Bridges
 - Overpasses
 - Shady areas



Driving in ice and sleet:

- Look ahead for problems.
- Watch other drivers.
- Increase your following distance.
- Slow down, and do not make sudden movements.
- When you see ice:
 - Let up on the accelerator.
 - Keep your car headed in the direction you want to go.



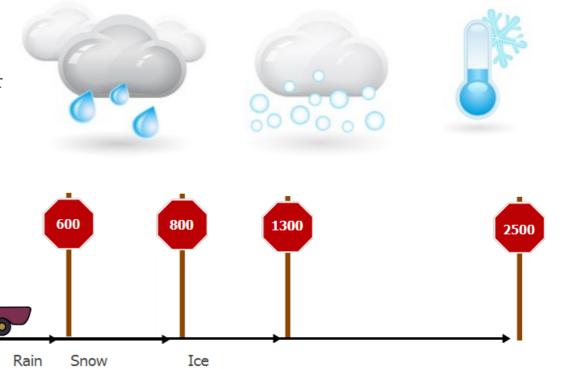
Weather Hazards

Stopping distances for wet, snow-packed and icy roads:

Dry

Vehicles traveling on wet or snowy roads may require **four times** the stopping distance of vehicles on dry roads.

The car below is traveling 70 mph and its stopping distance on dry pavement is 600 feet.



Lights

Vehicle light:

- Do not overdrive your headlights.
- Pupils take 4 7 seconds to readjust.
- If an oncoming vehicle has its brights on:
 - Slow down.
 - Increase following distance.
 - Look at the right-hand white line or road edge.
- If the vehicle behind you has its brights on:
 - Adjust the rear-view mirror.
 - Allow the driver to pass.



Lights

Precautions to take when driving in strong light:



Reduce speed.



Adjust the sun visors.



Wear sunglasses.



Use extra caution an hour before sunset.

Keep the windshield clean.

Construction

Road construction:

- Slow down and increase your following distance.
- Assume there may be construction workers and barricades.
- Watch for impatient drivers.
- Follow the speed limit.
- Watch for altered lane markings.
- Watch for changes to the road's shape, shoulder, and surface.



Common causes of crashes:

Cause	Examples
Driver inattention	Adjusting the radio, talking with a companion, talking on a cell phone, reading a billboard
Sudden or catastrophic illness	Heart attack, diabetic emergency, or stroke
Bad weather	Snow, fog
Vehicle failure	Tire blowout, brake failure

Common types of emergencies:

A flat tire

Running out of gas

Sudden illnesses

Severe weather

Crashes

Roadside emergencies



To prepare for winter and cold emergencies:

Check the condition of:

- Wiper blades and washer fluid.
- Vehicle battery.
- Clear snow or ice from the car.
- Check tire pressure.
- Dress warmly and lightweight.
- Carry:
 - Tire chains.
 - Blankets.
 - Nutritious canned or dried foods.



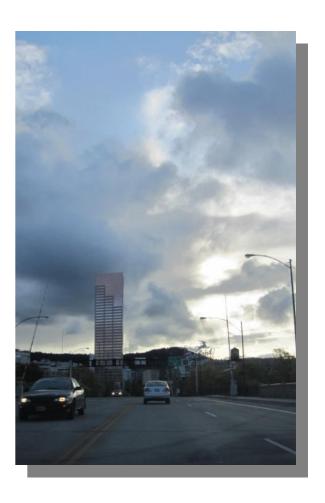
If you are stranded in the cold:

- Do minor exercises.
- Keep moving.
- Use newspapers, maps, mats, etc., for warmth.
- Do not consume caffeine or alcohol.
- Occasionally run the engine and heater.
- Stay in the vehicle.
- Display a trouble sign.
- Keep the exhaust pipe free of snow.
- Watch for frostbite and hypothermia.



Summary

- Accidents are costly to both individuals and organizations.
- Effective safety programs are required and critical.
- You and your vehicle must be prepared.
- Drive defensively.
- Manage your speed.
- Have proper following and stopping distances.
- Share the road.
- Be prepared for emergencies.
- Model positive driver attributes.



Can You Imagine?

- BCP was not only the safest performing company in the nation....
- Our drivers not only avoided at-fault accidents but they were so attentive they were able to prevent accidents that were not even their fault.
- Remember you are the professional driver, the 4-wheelers are not.
- Now THAT is the safety program of the future.





ACCIDENT COUNTERMEASURES



The Accident Countermeasures program was created to provide a way for our company and our most important asset, the drivers, to cover important safety topics in a meaningful and accessible manner. This program allows you, the driver, to study safety material and learn desirable information at a time most convenient to you.

Please take the time to read through the material, study the pictures, and then answer the questions at the end of this handout. Your completed answer sheet should then be turned in to receive credit for completing this program.

Prepared by:

Safety Management Services Company A Cottingham & Butler Company



Cottingham & Butler 800 Main Street | Dubuque, IA 520 5

CARGO SECUREMENT AND ROLLOVER.

Safety Management Services Company's Accident Countermeasures Program

Safety Management Services Company's Accident Countermeasures program was created to provide a
way for our company and our most important asset, the drivers, to cover important safety topics in a
meaningful and accessible manner. This program allows you, the driver, to study safety material and
learn desirable information at a time most convenient for you.

Please take the time to read through the material, study the pictures, and then answer the questions at the end of this handout. Your completed answer sheet should then be turned in to receive credit for completing this program.

CARGO SECUREMENT AND ROLLOVERS

What's so important about securing freight? Many truck drivers have been killed or seriously injured by improperly secured cargo coming forward and crushing the cab of their truck. The safety of other motorists is also a concern. If your family or loved ones were riding in a car beside your load, would you feel confident that nothing will fall off and harm them?

Regardless of who actually loads the trailer, you the driver are responsible to ensure that the load is properly secured and road-ready. Shifting freight attributes to vehicle rollover. If freight is not properly secured, it could shift and cause the vehicle to rollover.

There are many factors that attribute to vehicle rollovers. The following list was developed as an aid to help investigate such accidents:

Driver factors to consider:

- Entered curve at excessive speed
- · Not aware of tractor-trailer limitations
- · Did not anticipate sharpness of curve
- · Steered truck onto soft shoulder
- · Drifted off road and abruptly counter steered
- · Did not comply with speed advisory
- · Accelerated through curve
- · Inexperienced drivers transporting high center of gravity loads
- · Steered abruptly, perhaps during avoidance maneuvers
- · Being impaired by fatigue, drowsiness, alcohol, drugs, poor eyesight, etc.
- · Being reckless, angry, emotional, or otherwise upset

Vehicle factors to consider:

- Unusually top-heavy load
- Collapsed suspension
- · Under-inflated tires
- · Vehicle and axle weights
- Fifth wheel lubrication

CARGO SECUREMENT AND ROLLOVERS

- · Poor brake performance prior to entering curve
- · Cargo distribution
- Load shift

CARGO SECUREMENT

Cargo claims resulting from damaged and missing cargo result in \$200 million in lost revenue each year. But more importantly, unsecured, falling and shifting freight can cause vehicle crashes, injuries and even death!

Why is proper securement necessary?

- Cargo claims often cost companies excessive amounts of money, money that could be spent on newer equipment, improved facilities and increases in pay and benefits.
- · The customer is paying for safe and timely delivery of goods.
- Damaged cargo results in claims against the company, hurting the company's reputation.

Drivers' responsibilities start before he or she even gets in the truck. As a driver, you must complete a thorough pre-trip inspection of the trailer. Make sure that all safety features are present and in working condition. Next, a thorough inspection of the inside or the deck of the trailer must be completed. Check for and remove anything that could cause damage to the cargo. Finally, secure the vehicle and prepare it for loading.

The driver must supervise all loading activities. He/she must check, and then double-check all of the cargo on the bill of lading to make sure it is present and not damaged. Any discrepancies should be reported immediately. A driver must make sure the cargo is loaded properly. Cargo should be evenly distributed throughout the trailer and make sure that lighter cargo is stacked on top of heavier cargo.

Make sure all cargo is adequately secured through the use of proper blocking, bracing or dunnage. When an article is not blocked or positioned to prevent movement forward by a headerboard, bulkhead, or any other appropriate blocking device, it must be secured by at least::

- One tie down for articles five feet or less in length and 1,100 pounds or less in weight.
- · Two tie downs if:
- -Five feet or less in length and more than 1,100 pounds in weight; or -Longer than five feet but less than or equal to 10 feet, regardless of weight.

Also, two tie downs are required if the article is longer than 10 feet, and one additional tie down for every 10 feet of article length, or fraction of, beyond the first 10 feet of length.

The key factors to load securement are listed below. Note that they have changed from recent years.

ittingham & Butler O Main Street | Dubuque, IA 520

CARGO SECUREMENT AND ROLLOVER

A driver may not operate a commercial motor vehicle and a motor carrier may not require or permit a driver to operate a commercial motor vehicle unless –

- The commercial motor vehicle's cargo is properly distributed and adequately secured as specified in §§ 393.100 through 393.142 of this subchapter
- The commercial motor vehicle's tailgate, tailboard, doors, tarpaulins, spare tire and other
 equipment used in its operation, and the means of fastening the commercial motor vehicle's cargo,
 are secured: and
- The commercial motor vehicle's cargo or any other object does not obscure the driver's view ahead
 or to the right or left sides (except for drivers of self-steer dollies), interfere with the free
 movement of his/her arms or legs, prevent his/her free and ready access to accessories required
 for emergencies, or prevent the free and ready exit of any person from the commercial motor
 vehicle's cab or driver's compartment.

Drivers must assure themselves that they have complied with these regulations before they drive their commercial motor vehicle. They must also inspect the cargo and securement devices within the first 50 miles after beginning a trip. Any adjustments should be made at this time to ensure that cargo cannot shift on or within the vehicle.

Cargo must be reexamined and any necessary adjustments must be made whenever:

- . The driver makes a change to his/her duty status; or
- . The commercial motor vehicle has been driven for 3 hours; or
- . The commercial motor vehicle has been driven for 150 miles, whichever occurs first

The rules do not apply to the driver of a sealed commercial motor vehicle that has been ordered not to open it to inspect its cargo or to the driver of a commercial motor vehicle that has been loaded in a manner that makes inspection of its cargo impracticable.

Cottingham & Butler 800 Main Street | Dubuque, IA 5200







Safety Management Services Company, 2016

> An affiliate of Cottingham & Butler

Be Safe Out There







Cargo Theft

If your company transports electronics, pharmaceuticals, food, or apparel, you already know that your cargo could be the target of thieves. Truck stops and highway rest areas are prime areas for cargo theft.

Here are some steps to take to avoid being the victim of cargo theft:

- Always remain aware of your surroundings whether moving or not.
 If a driver is confident that they are being followed, the first priority should be to contact their company. Park in well-lit areas of the truck stop or rest area. Take note of security cameras and park in their field of view. Never stop along a dark or deserted highway.
- Keep your cab doors locked when moving or stopped. Keep a
 padlock on your trailer doors. Use a professional grade type of
 lock. When dropping the trailer, back its rear against the rear of
 another trailer or against a wall. Use kingpin locks on dropped
 trailers.
- Check trailer door locks/seals after every stop while en route.
- Never talk about the type of cargo that you are hauling. You
 should never discuss details about your load over the CB radio or
 even to the "driver" sitting on the stool next to you at the
 restaurant counter. This also applies to social media such as
 Facebook or Twitter. If you are being targeted, thieves are most
 likely checking your online accounts in attempt to gather
 information about any deliveries that you will be making.
- If you are hauling high-value freight and feel as though you are being tailed, change speeds and try to get the car to pass and get the license plate number, if possible.
- Drivers should carry a description of their vehicle information, including the VIN, all license plate numbers, insurance information, make, model, and color of the vehicles, to aid law enforcement in case of truck or trailer theft.

Keep in mind that one of the most important things a driver can do to prevent cargo theft is to remain vigilant of their surroundings and report any concerns to their company immediately. Studies show that if a theft is reported within two hours, the odds of property recovery are better than 50-50 – but the recovery rate for thefts reported after four hours falls to 25 percent.

Hazard Communication Training short

DOT Markings, Placards, and Labels

Department of Transportation (DOT) Placards indicate the presence of hazardous materials inside containers.

- Any employer receiving packages or containers of hazardous materials which are required to be marked, labeled or placarded in accordance with the U. S. Department of Transportation (DOT) Hazardous Materials Regulations needs to retain those markings, labels and placards on the package or container.
- Employees who work with these materials need to be familiar with their meaning and
 ensure they have had proper hazard communication training prior to working with any
 chemical. Pay <u>particular_attention</u> to the class number on the bottom corner of each
 diamond as it indicates the DOT class and related hazards.



Class 1--Explosives: Includes substances that present an explosive hazard such as fireworks or blasting agents.



Class 2--Gases: Includes compressed gases such as propane, acetylene or gaseous nitrogen.



Class 3--Flammable liquids: Includes flammable (and combustible) liquids such as acetone or toluene.



Class 4--Flammable solids: Includes flammable solids such as sodium or potassium and water reactive substances.



Class 5--Oxidizing substances and Organic peroxides: Includes substances that yield oxygen such as hydrogen peroxide.

Hazard Communication Training short

DOT Markings, Placards, and Labels



Class 6--Toxic and infectious: Includes substances that are biohazardous or poisonous chemical solvents such as carbon tetrachloride.



Class 7--Radioactive: Includes substances that are radioactive, such as isotopes used for experimental purposes.



Class 8--Corrosive subtances: Includes liquids that can burn skin or dissolve metal. Examples include sodium hydroxide or hydrochloric



Class 9--Miscellaneous hazardous materials, products, substances or organisms: Includes miscellaneous materials that do not meet the definition of any other hazard class. Examples include dry ice or lithium batteries.







Course Overview

- 1. The Sleep Regulation Cycle
- 2. Shift and Rest Break Requirements
- 3. The Restart Rule
- 4. Recordkeeping



The Sleep Regulation Cycle

What you need to know:

- 1. The natural human sleep cycle
- How your sleep cycle and shift lengths can affect your fatigue levels
- 3. The beneficial effect of a rest break on fatigue levels

Feature: The Sleep Regulation Cycle 6 AM 12 PM 6 PM 12 AM 6 AM

Feature: The Sleep Regulation Cycle



Feature: The Sleep Regulation Cycle

WHAT YOU CAN DO TO FIGHT FATIGUE

- Get plenty of quality sleep between shifts.
- Take your rest break during the height of the sleep gate cycle.
- Take a 20-minute nap.
- Avoid medication that can cause drowsiness, including over-the-counter cold medications, allergy medications, etc.
- Eat regular and healthy meals.
- Recognize when you are drowsy.

Feature: The Benefits of Rest Breaks



Feature: The Benefits of Rest Breaks



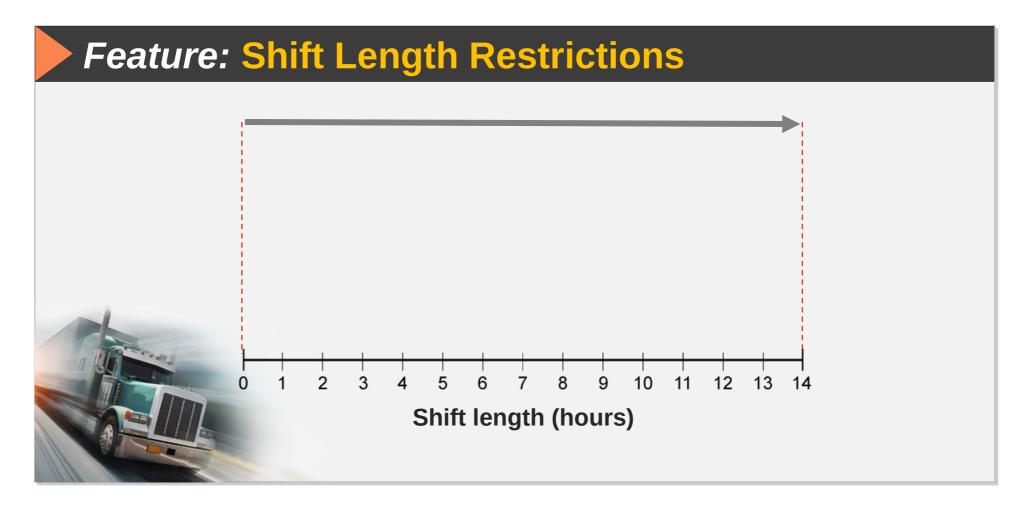
Feature: The Benefits of Rest Breaks THE BENEFITS OF REST BREAKS At 8.5 hours of driving, the chance of a crash increases by 80%. After 11 hours of driving during your nighttime sleep gate, the chance of a crash increases to 240%. Taking a rest break between the 3rd and 8th hour significantly decreases the risk of an accident.



Shift and Rest Break Requirements

What you need to know:

- 1. Factors to consider when planning a long haul
- The maximum time allowed for full work shifts and driving shifts
- 3. How to plan for unexpected delays
- 4. Primary considerations for rest break planning



Feature: Shift Length Restrictions



Feature: Shift Length Restrictions

SHIFT LENGTH RESTRICTIONS

- The maximum shift length is 14 hours with a maximum of 11 hours driving.
- Plan driving time for 10 hours so that there will be one hour of buffer for traffic congestion, inclement weather, construction, or other unpredictable circumstances.

Feature: Break and Sleep Requirements

Rest Break Requirement

FMCSA 49 CFR 395.3



Feature: Break and Sleep Requirements



Feature: Break and Sleep Requirements

BREAK AND SLEEP REQUIREMENTS

- A 30 minute break is required for every 8 hours of on-duty time during your shift.
- A new shift may start after 8 hours in the sleeper berth plus 2 additional hours of off-duty time.
- Be aware of the sleep/wake cycle and what time of day your fatigue levels are naturally at their peak.



The Restart Rule

What you need to know:

- 1. The maximum amount of hours on-duty allowed over seven or eight consecutive days on duty
- 2. The length and type of rest that will most effectively reduce fatigue levels



Feature: The Restart Rule



Feature: The Restart Rule

THE RESTART RULE

- When driving for 7 days, the maximum on-duty time is 60 hours.
- When driving for 8 days, the maximum on-duty time is 70 hours.
- After a 60 or 70 hour work period, a 34-hour continuous rest period is required before beginning a new on-duty period.

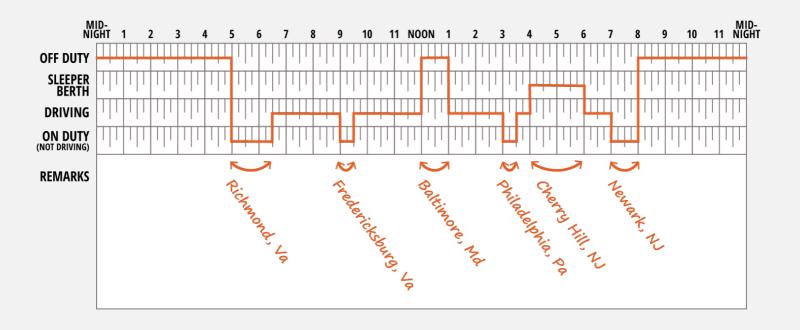


Recordkeeping

What you need to know:

- 1. How to complete a driver's record of duty status
- 2. The record keeping responsibilities of the
 - Driver
 - Motor carrier

Feature: Recordkeeping



Feature: Recordkeeping



Feature: Recordkeeping RECORDKEEPING REQUIREMENTS Drivers are required to document their status over a 24-hour period in the record of duty status. Drivers are required to document if they are offduty, sleeper berth, driving, or on-duty but not driving. Also, they must document location information for each status change. Supporting documents must be maintained and made available in order to verify log information.





Driver Responsibilities

- Carrying an electronic or hard copy of the driver's log documenting the previous seven days
- Certifying the accuracy of the document with a signature
- Submitting original copies of the driver's log to the motor carrier within 13 days

- Maintaining supporting documents to verify information in the driver's log, such as:
 - Credit card receipts
 - GPS tracking
 - Delivery receipts
 - Fuel receipts





Carrier Responsibilities

- Monitoring drivers' logs for discrepancies or non-compliance
- Retaining the drivers' logs and supporting documents for six months from the date they are received
- Monitoring the previous seven days of drivers' logs for new and occasional drivers before giving permission to operate a commercial motor vehicle
- Never editing a driver's log that was already certified by the driver



Summary

14 Hour Limit

You may not drive past the 14th hour after coming on duty following 10 consecutive hours off-duty.

2 11 Hour Driving Limit

You may not drive more than 11 hours after coming on duty following 10 consecutive hours off-duty.

The Restart Rule

- You may not drive after:
 - 60 duty hours in 7 consecutive days.
 - 70 duty hours in 8 consecutive days.
- You may restart a new 7/8 consecutive day period after 34 or more consecutive hours off duty.

Rest Break Requirement

You may drive only if the last off-duty or sleeper berth period of at least 30 minutes was 8 hours ago or less.

Sleeper Berth Provision

You may start a new 14 hour shift provided that you spend at least eight consecutive hours in the sleeper berth and an additional two hours either in the sleeper berth, off duty, or any combination of the two (10 hour total rest break).

Phew! All Done!