



Distractions While Driving

What this Toolbox Talk Covers:

- ✓ The “Dos” and “Don’ts” to decreasing distractions while driving.

Discussion Notes:

- ✓ Discuss the outcomes of the “Dos” and “Don’ts.”

- Do**
- Drive defensively, and stay aware of other drivers at all times.
 - Stop at least every two hours for a break when driving long distances.
 - Turn cell phones off, or put them on silent before starting the car.
 - Pull over safely to the side of the road or another safe location if you need to use your cell phone.
 - Keep conversation to a minimum while driving so you are able to focus on the road.
 - Take special precautions to stay focused on the road when weather or road conditions are bad.

- Don’t**
- Text or talk on a cell phone while driving.
 - Adjust the radio while driving.
 - Enter information into a navigation system or phone app while driving.
 - Eat while driving.
 - Pick up a fallen object while driving.
 - Ignore the dangers of texting and driving. The average text message (sending or reading) takes your eyes off the road for nearly five seconds. At 60 mph, you will have traveled about 440 feet (a football field is 360 feet) without looking at your surroundings.

Discussion questions:

1. Why is one way to decrease distractions while driving?
2. What driving distractions are present in your vehicle?

Meeting notes:

Employee comments/concerns: _____

Other safety issues to be addressed on the job/facility: _____

Training record:	Date: _____	Jobsite/Facility: _____	
	Trainer: _____	Title: _____	
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(Continue recording signatures on a separate sheet of paper)
 Employee Quiz is provided on last page. Answers are: 1. (b), 2. (d), 3. (c), 4. (d), 5. (b)
 Toolbox Talks safety information provided by Texas Mutual Insurance Company.



Employee Quiz

Topic: Distractions While Driving

Employee Name: _____

Circle the correct answer below.

1. It is always important to drive _____, and stay aware of other drivers.
 - a. Offensively
 - b. Defensively
 - c. Distractedly
 - d. All of the above
2. The average text message takes your eyes off the road for nearly _____ seconds.
 - a. 2
 - b. 3
 - c. 4
 - d. 5
3. In the amount of time it takes to read the average text message while driving, at 60 mph, you will have traveled:
 - a. 6 miles
 - b. The length of a football field
 - c. About 440 feet (110 feet farther than a football field)
 - d. 200 feet
4. Which of the following is recommended to decrease driving distractions?
 - a. Texting while driving
 - b. Eating while driving
 - c. Adjusting the radio while driving
 - d. Stopping every two hours for a break when driving long distances
5. Conversation in a vehicle is not considered a distraction.
 - a. True
 - b. False

Training record: Date: _____ Jobsite/Facility: _____
Trainer: _____ Title: _____