



THE YELLOW DOG BRAND LIVESTOCK EVACUATION

A 501(c)3 Not-For-Profit Public Charity

PROUDLY SERVING THE PACIFIC NORTHWEST

June 6, 2022

Driver Policy – POLNO-006

Policy

The purpose of this policy is to ensure the safety of those individuals who drive company/personal vehicles while volunteering and to provide guidance on the proper use of those vehicles. Vehicle accidents are costly, but more importantly, they may result in injury to you or others. It is the driver's responsibility to operate the vehicle in a safe manner and to drive defensively to prevent injuries and property damage. As such, The Yellow Dog Brand Livestock Evacuation (YDBLE) endorses all applicable state motor vehicle regulations relating to driver responsibility. YDBLE expects each driver to drive in a safe and courteous manner pursuant to the following safety rules. The attitude you take when behind the wheel is the single most important factor in driving safely.

Driver Criteria & Administration

Employees must have a valid and current Driver's license to operate a company vehicle, or a personal vehicle with current auto insurance while volunteering with the YDBLE. Employees are expected to drive in a safe and responsible manner and to maintain a good driving record.

Criteria that may indicate an unacceptable record includes, but is not limited to:

- Three or more moving violations* in a year
- Three or more chargeable accidents within a year. Chargeable means that the driver is determined to be the primary cause of the accident through speeding, inattention, etc. Contributing factors, such as weather or mechanical problems, will be taken into consideration.
- Any combination of accidents and/or moving violations.

Driver Safety Rules

1. Driving while volunteering with YDBLE and/or driving a vehicle while under the influence of intoxicants and other drugs (which could impair driving ability) is forbidden and is sufficient cause for discipline, up to and including termination of employment/volunteering.

2. Cell phone use while driving should be kept to a minimum. Drivers need to be aware when use of the cell phone is creating a distraction from safe driving and adjust their usage accordingly, including pulling off the road to continue/finish the conversation if needed. Whenever possible, Drivers should complete calls while the vehicle is parked and/or use the phone in a "hands free" mode via a headset or speaker. While driving, attention to the road and safety should always take precedence over conducting business over the phone.

3. No driver shall operate a vehicle when his/her ability to do so safely has been impaired by illness, fatigue, injury, or prescription medication.
4. All drivers and passengers operating or riding in a vehicle **must** wear seat belts, even if air bags are available.
5. No unauthorized personnel are allowed to ride in company vehicles or personal vehicles while on YDBLE assignment.
6. Drivers are responsible for the security of company/personal vehicles while volunteering with the YDBLE. The vehicle engine must be shut off, ignition keys removed, and vehicle doors locked whenever the vehicle is left unattended.
7. Head lights shall be used 2 hours before sunset and until 2 hours after sunrise, or during inclement weather or at any time when a distance of 500 feet ahead of the vehicle cannot be clearly seen.
8. All State and Local laws must be obeyed.
9. Use of vehicle hazards and warning lights are to be used in severe smokey conditions and while operating in an emergency function with/under law enforcement and fire agencies. Warning lights do not give you any extra privileges on the road and all local and state laws must be followed.

Defensive Driving Guidelines

- Drivers are required to maintain a safe following distance at all times. Drivers should keep a two second interval between their vehicle and the vehicle immediately ahead. During slippery road conditions, the following distance should be increased to at least four seconds. Adjust distance of space when hauling livestock. Remember with a heavy load and trailer your stopping distance may triple compared to normal.
- Drivers must yield the right of way at all traffic control signals and signs requiring them to do so. Drivers should also be prepared to yield for safety's sake at any time. Pedestrians and bicycles in the roadway always have the right of way.
- Drivers must honor posted speed limits. In adverse driving conditions, reduce speed to a safe operating speed that is consistent with the conditions of the road, weather, lighting, and volume of traffic. Tires can hydroplane on wet pavement at speeds as low as 40 mph.
- Radar Detectors are strictly prohibited in company Vehicles. Drivers are to drive at the speed of traffic but never to exceed the posted speed limit.
- Turn signals must be used to show where you are heading; while going into traffic and before every turn or lane change.
- When passing or changing lanes, view the entire vehicle in your mirrors before pulling back into that lane.
- Be alert of other vehicles, pedestrians, and bicyclists when approaching intersections. Never speed through an intersection on a caution light. When the traffic light turns green, look both ways for oncoming traffic before proceeding.
- When waiting to make left turns, keep your wheels facing straight ahead. If rear ended, you will not be pushed into the lane of oncoming traffic.
- When stopping behind another vehicle, leave enough space so you can see the rear wheels of the car in front. This allows room to go around the vehicle if necessary, and may prevent you from being pushed into the car in front of you if you are rear-ended.

- Avoid backing where possible, but when necessary, keep the distance traveled to a minimum and be particularly careful.

****Check behind your vehicle before backing.***

****Back to the driver's side. Do not back around a corner or into an area of no visibility.***

Accident Procedures

1. In an attempt to minimize the results of an accident, the driver must prevent further damages or injuries and obtain all pertinent information and report it accurately.

- Call for medical aid if necessary.
- Call the police. All accidents, regardless of severity, must be reported to the police. If the driver cannot get to a phone, he should write a note giving location to a reliable appearing motorist and ask him to notify the police.
- Record names and addresses of driver, witnesses, and occupants of the other vehicles and any medical personnel who may arrive at the scene.
- Complete the form located in the Vehicle Accident Packet. Pertinent information to obtain includes **license number of other drivers; insurance company names and policy numbers of other vehicles; make, model, and year of other vehicles; date and time of accident; and overall road and weather conditions.**

2. Do not discuss the accident with anyone at the scene except the police. Do not accept any responsibility for the accident. Don't argue with anyone.

3. Provide the other party with your name, address, driver's license number, and insurance information.

In Addition

Driving is one of the most hazardous things we do because we perform the task hundreds of times in the course of our daily lives. We tend to take it for granted. Based on recent accident trends, vehicle accidents are the source of more deaths and serious injuries to wildland firefighters than any other single cause.

- To be a safe driver you have to *want* to be one. Take a good, hard look at your driving habits. Are you training yourself to do the right things the right way, like fastening your seat belt, checking your mirrors, and maintaining safe following distances?
- Inattentiveness is a major contributing factor in motor vehicle accidents within the wildland firefighting community. Since the average adult attention span is 15 to 20 minutes, we must develop techniques that allow us to refocus our attention on our driving.
- Many things can lure our attention away from our driving, such as fatigue, eating and drinking, reading directions and maps, writing, cell phone and radio use, conversation within the vehicle, and music.
 - Drive only when you are well-rested and alert and avoid driving during the hours from 10:00 PM to 6:00 AM. Take a 10- to 15-minute break after every 2 hours.

- Practice situational awareness; be aware of what is happening in front, behind, and on both sides of your vehicle.
 - Never drive when taking medications that make you drowsy.
 - Delegate navigation and communication to a passenger or pull over.
 - By constantly moving your vision, checking mirrors and distant road conditions, you can avoid highway hypnosis and daydreaming.
 - Avoid eating or drinking while driving.
 - When talking with passengers, keep your eyes on the road and both hands on the steering wheel. Avoid serious or argumentative conversations.
 - Switch off driving with others if multiple people are in the vehicle.
 - Do not be in a hurry; be patient.
- Safe driving starts with a safe vehicle. Something as simple as underinflated tires can have serious consequences. Before operating any vehicle, do a walk-around to look for potential problems, make sure the lights and blinkers work, and adjust your seat and mirrors. If it is the first time you have driven the vehicle, make yourself aware of where everything is.