



# Preventing rollaway accidents

Rollaway accidents have serious implications such as injuries and property damage, but they are also easy to prevent if Delivery Associates (DAs) follow the proper protocols when they park. The steps outlined below apply to all vehicles, but detailed action may vary from make and model.

**Please check your Vehicle's Manual.**

## 01 Engage the park brake

Place your foot firmly on the brake pedal while you engage the park brake (i.e. emergency brake), setting it with as much tension as possible.

**Tip:** Engage the park brake every time you park, regardless of whether you are on an incline or not.

## 02 Place vehicle in park

Automatic: Place gear shift indicator in the park position.

Manual: Place in lowest forward gear.

**Tip:** If you are parked on an incline or decline, turn your wheels toward the curb.

## 03 Turn off the ignition

Turn off the ignition to lock the vehicle shifting mechanism in place.

**Tip:** Turn on your hazard lights for visibility and tap your horn to gain attention.

## 04 Remove keys

Remove keys and keep them with you before exiting the vehicle.

**Tip:** Once you exit the vehicle, lock your vehicle to prevent vehicle or package theft.