



Municipal & Public Works Vehicle Operations Driver Improvement Safety Day

Three programs in one day ... covers all drivers!

Target Audience: Designed specifically for municipal public works, water or waste water utility workers and all other city, county or special district employees not in public safety divisions. This program is for good drivers as well as drivers in need of improvement. New and seasoned drivers alike will enjoy the course!

Program	Times	Types of Driver Who Should Attend This Training!
One	8am-10am	Office and Service Vehicle Drivers
Two	10am-Noon	Medium Size Vehicles Service and Tool Truck Drivers
Three	1pm-3pm	CDL Size (Dump Trucks, Vac-trucks, Trailers, Etc.) Drivers









For more information or to arrange a program at your location, contact:

Email: info@wetrainamerica.com

Phone: (813) 995-8872 (Tony)

Website: WeTrainAmerica.com

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Program and Times	Types of Driver Who Should Attend		
<p>Program One</p> <p>8am-10am</p>	<p>Office and Service Vehicle Drivers</p>		
<p>Program Two</p> <p>10am-Noon</p>	<p>Medium Size Vehicles Service and Tool Truck Drivers</p>		
<p>Program Three</p> <p>1pm-3pm</p>	<p>CDL Drivers (Dump Trucks, Vac-trucks, Trailers, Etc.)</p>		

All three programs include:

General Driver Skills:

Identifies good driver habits. Also introduces important driver improvement areas by discussing common bad habits that increase your risk of collision or other mishap and covers how to convert problematic driving tendencies to good habits.

Issues covered include, but are not limited to:

- ✓ Excessive speed
- ✓ Tailgating
- ✓ Blind spots
- ✓ Late lane changes
- ✓ Merge zones
- ✓ In-cab distractions
- ✓ Stop signs and traffic signals
- ✓ Intersections
- ✓ Improper use of mirrors
- ✓ Poor weather conditions
- ✓ Faulty equipment and vehicle inspection
- ✓ Vehicle breakdown

Interactive Format:

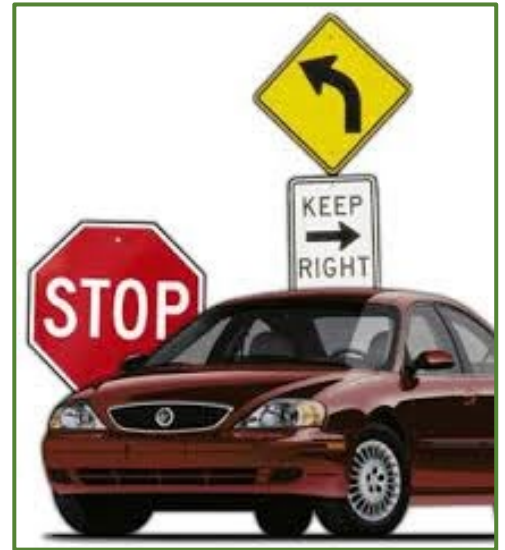
Students are asked to participate with their personal observations and experiences on the road. In this interactive part of the program we poll the class on best and worse driving habits observed, when to expect them, how to react to them, etc.

Promoting/Mandating A Good Municipal Driver Attitude:

This segment concludes the program by challenging the participants to institute a personal test period where awareness, care for accident avoidance and a relaxed driver attitude is practiced until it becomes a habit.

Vehicle Backing:

Identification of Vehicle Blind Spots, Use of Mirrors and Use of Cameras/Sensors: Instructs participants in how to become familiar with "limited rearward view" areas on any vehicle during pre-trip inspection and how to check backing alarms and newer vehicle backing accident prevention technology (such as cameras and proximity sensors) prior to travel.



(Vehicle Backing, continued)

General Vehicle Backing Accident Prevention Strategies:

Details safe work practices for most types of municipal vehicles and the most common scenarios when backing.

- ✓ Use of mirrors
- ✓ Use of a spotter
- ✓ Elimination of distractions
- ✓ Avoid front fender "turn while backing" collisions
- ✓ Drive in forward, drive out forward parking
- ✓ Walk around (if unknowns could be present)
- ✓ Use of cone front and back when parking
- ✓ Avoid backing whenever possible
- ✓ Backup alarms
- ✓ Back in when you park
- ✓ Whatever you do, BACK SLOWLY!



Spotter Hand Signals: Industry recognized (SAE) hand signals are introduced (or confirmed). Students learn hand motions as follows:

- ✓ Adjust right
- ✓ Adjust left
- ✓ Forward retry
- ✓ Stop
- ✓ Emergency Stop

Spotter Protocol: Outlines the duties of driver and spotter while executing an assisted vehicle backing maneuver in open areas, alley docking, through plant obstacles (surface/side/overhead), in field situations, etc.

Vehicle Backing Field Exercise (Optional):

Multiple vehicle backing exercises are set up (in parking area near classroom). Student groups practice as drivers and/or spotters in negotiating "spotter-assisted" backing maneuvers. Vehicle backing skills, use of hand signals and "loss of visual contact" protocols are practiced.

Programs Two and Three Include:

Trailer and Load Securement:

1. Trailering and Load Securement Hazards (Accident Scenarios)
2. Matching Vehicle Size with Trailer Size
3. Hitch Types, Proper Operation and Locking Mechanisms
4. Safety Chains, Lights and Trailer Brakes (Air Lines and Wires)
5. Choosing Loading Locations and Vehicle Prep
6. Drive-on Loading/Unloading Mobile Equipment on Trailers
7. General Load Securement Principles
8. Securing Mobile Equipment on Trailers
9. Securing Other Loads on Trucks or Trailers (Binders/Protectors)
10. Use of Fork Lifts, Cranes or Other Machines to Load Vehicles
11. Securing Tarps, Tools and Miscellaneous Cargo
12. Safely Driving Vehicles with Trailers



Program Highlights – Field Exercises

1. Truck Hitch Area, Trailer and Rigging Equipment Inspection
2. Loading Zone Positioning, Set-up and Hazard Analysis
3. Operation of Hitch Types
4. Loading Mobile Equipment
5. Chains, Straps, Binders and Other Securement Devices
6. Mobile Equipment Load Securement
7. Object Load Securement



Part Three Includes:

Commercial Driver's License Size Vehicles: This program part emphasizes the unique and special hazardous issues related to heavy (26,000+ lbs.), combination or air brake vehicles.

CDL Overview:

When do you need a Commercial Driver's License (CDL)?

- ✓ Exemptions
- ✓ Special endorsements (tankers, double or triple trailers, hazardous materials, passenger busses, or to drive vehicles with air brakes)

DOT CDL Frequent Violations:

- ✓ Weight
- ✓ Prohibited Routes
- ✓ Debris Covers
- ✓ Speed
- ✓ Vehicle Condition

Large "CDL Size" Vehicle Special Hazards:

Fit to Drive	Low Overhead Clearance
Weather	Basic Control of Your Vehicle
Shifting Gears	Seeing
Communicating	Space Management
Controlling Your Speed	Seeing Hazards
Distracted Driving	Aggressive Drivers/Road Rage
Night Driving	Driving in Fog
Staying Alert	Fires
Railroad Crossings	Hills/Inclines Driving
Driving Emergencies	Antilock Braking Systems
Skid Control/Recovery	Accident Procedures
Substance Abuse	Multi-Lane Turns

Commercial Vehicle Inspection:

Exterior Vehicle	Loss of Fluids
Lights	Glass
Under Hood	Steering System
Tires/Rims/Lugs/Hubs	Brake Chambers/Drums
Fuel Tanks/Battery	Frame
Tail Gate/Lifts	Exhaust

