

76 to 149 UNITS SAFETY EXPECTATIONS

Driver Hiring	Corrective Action	Driver Controls	Orientation	Driver Policies
Established and formalized hiring standards	Formal program	Typically lasts one to three days		Formal and usually developed by HR with assistance from safety director and/or attorney
Drivers hired from ads, truck driving schools, referrals and online applications	Handled same for all drivers by operations manager or safety director	Formal defensive driver training included		Applies to most aspects of the operations (regulatory, safety, maintenance, etc.)
Applications mostly complete and electronic	Review driver and vehicle OOS violations	Orientation documented		Manual exists and followed
Follows hiring standards in most cases	Training required	New driver will typically ride with senior driver for a couple of runs		Include regulatory guidance related to logs and D/A testing for ALL employees
Attempts to contact previous employers and documented	Accident review completed by committee/board	Review of: paperwork, formal policies, dispatch procedures, defensive driver training, accident reporting, maintenance/equipment program, HOS and D/A policies		Hiring standards and corrective action policies are outlined
Obtain and review MVR at hire and semi-annually		New driver will spend time with management from each area of the operation		Driver specific sections exist
Obtains and confirms written D/A testing results before allowing to drive		Completed by safety or HR employee		Manual and policies are reviewed and revised on a regular basis
May have safety director, senior driver or designated driver to give road tests that will be documented noting areas of needed improvement, in most cases		May be done in classroom setting with several new drivers		Reviewed during orientation
May have driver finishing program				
Several management and support staff have supervisory training				

Safety Responsibility	Safety Attitude	Safety Management	Training	Management
Safety department has multiple staff members	Management considers far reaching consequences and value of ongoing safety	Formal, structured and documented		Has defined departments and responsibilities including upper management, dispatch/operations, safety department, maintenance and support staff
Safety guidelines are formal, structured and adhered to on a consistent basis	Safety department is proactive	Typically has training "area" with TV, DVD player, VCR, computer, etc.		Owner still involved in daily operation but relies on staff for departmental oversight with weekly updates from staff
Full regulatory compliance is expected	Controls are strictly adhered to	Safety meetings are mandatory		Safety department is staffed by a FT safety director with regulatory and safety experience
Management reviews SafeStat on a continual basis and monitors information for trends	"Best practices" are a normal course of business	Ongoing training can include newsletters, memos, video and/or web based tools		Upper management may override safety decisions on rare occasions
Safety director may be active in local trucking organizations or other industry groups		Post accident training includes a full review of the issue and may have an accident review committee; followed by targeted training		
		All training processes are documented		

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SAFETY EXPECTATIONS

Loss Analysis	
Loss Trending	Reporting
Typically has accident review committee in place Individual files are maintained on each loss with corresponding documents	Losses reported directly to insurance company Account has a formal process in place for drivers to follow in the event of a loss
Typically uses trending information to develop corrective action and ongoing training, or to discuss with drivers during scheduled safety meetings in an effort to reduce specific trends	Detailed list of contacts and phone numbers provided to drivers - Haz-Mat numbers included in case of fuel or hazardous material spill/leak
	Physical damage only losses typically handled internally Drivers will use cell phones or disposable cameras for incidents that occur

Maintenance	GL/WC	Miscellaneous	Technologies	Safety Features
Typically have at least three FT mechanics to complete preventive maintenance on regular basis with at least one mechanic that is certified	Business typically operated at a location other than owner's residence and is incorporated		ECM data is used for engine diagnostics and to monitor driver performance (can affect performance reviews and will be included in corrective action)	Factory installed safety features always utilized
Formal maintenance files kept on all equipment - usually computerized	Visitor and vendor access to shop areas is controlled		Satellite tracking (monitor assets and transmit ECM data in real time) is typically used in the majority of operations - Satellite systems used to communicate with drivers	Speed governors are set below prevailing speed limits
Management monitors all available reports, including downloads of ECM data to verify performance of equipment	Shop housekeeping closely monitored for uncontrolled hazards		Has formal policy prohibiting cell phone use when driving - Satellite communication is encouraged when parked	Safety and fuel consumption are mostly of equal importance
One mechanic may have the duties of maintenance foreman or shop supervisor O/O may be required to have maintenance done in company shop - Outside work must be documented and submitted to company	Slips, trips and fall exposures to include snow and ice controls are monitored WC insurance is provided for all employees			
Regular training may be provided for all mechanics	Safety programs may have been developed that will include health, wellness and return to work program			
Formal maintenance schedules are established and followed - company typically has service truck to address mechanical issues on the road	O/O are legally separated from company employees and are usually employed by a separate corporation with common ownership			
Typically has established guidelines and will inspect O/O equipment as to acceptable condition	WC is covered in some detail through awareness training			
Equipment under warranty usually traded to reduce costs of major repairs				