



DISTRACTED DRIVING PRINCIPLE

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1.0 PURPOSE

Driver inattention is a factor in a majority of motor vehicle accidents. We are not only concerned about your welfare as an employee, but also the welfare of others who could be put in harm's way by inattentive driving. Many countries, or local governments have created distracted driving legislation to prevent these incidents.

2.0 SCOPE

Veresen's distracted driving principle applies to all employees and contractors performing duties for Veresen worksites.

3.0 ROLES AND RESPONSIBILITIES

ACCOUNTABILITY	INSTRUCTION	RECORD
Employees and Contractors	<ul style="list-style-type: none">Follow the Distracted Driving Principle.	Training record for the distracted driving principle.
Plant Managers	<ul style="list-style-type: none">Follow the distracted driving principle.Ensure workers are trained with regards to distracted driving principle.	
VP, Operations (East and West) VP, Engineering VP, Midstream	<ul style="list-style-type: none">Follow the Distracted Driving Principle.Ensure the Distracted Driving Principle is in place.	
Regional Health & Safety Advisor	<ul style="list-style-type: none">Ensure that the employees and contractors are following the requirements of the Distracted Driving Principle.	
Director, Health & Safety	<ul style="list-style-type: none">Responsible for ensuring the Principle is adhered to at each Facility.	

4.0 PROCEDURE

Individuals are prohibited from using mobile hand held devices (cell phones, pagers, palm pilots, blackberry, iphone, etc.) while driving, whether the business conducted is personal or company-related.

This prohibition includes:

- receiving or placing calls on a hand held cell phone;
- text messaging;
- instant messaging;
- surfing the internet;
- receiving or responding to email;
- checking for phone messages;
- manually operate electronic devices; except emergency radios or radios required for 'road clearance';
- entering information on GPS units while in transit;
- reading printed material;
- writing, printing or sketching; and
- personal grooming and any other similar activity while driving.

Acceptable activities:

- snacks;
- drinking beverages (coffee, water, etc.);
- talking to passengers; and
- listening to portable devices (only if they have been setup or programmed prior to the beginning of the trip).

Recommended practices:

- Allow voicemail to handle your calls.
- If you need to place or receive a call or email, pull off the road to a safe location and stop the vehicle before using your phone.
- Ask a passenger to make or take the call.
- Inform regular callers of the best time to reach you based upon your driving schedule.
- The only exception to this policy is for calls placed to 9-1-1. If placing an emergency call (9-1-1), keep the call short and use hands-free options, if available.

5.0 REFERENCES

Government of Alberta Distracted Driving Legislation (Bill 16)