

DRIVE EMPLOYEES...

TO A COMPANY-WIDE TRAFFIC SAFETY POLICY:
ALWAYS USE A SAFETY BELT



SAMPLE SAFETY BELT POLICY

Use or adapt this sample text to create your company's policy on safety belt use for driving or riding in a motor vehicle on and off the job. Be sure to put your policy on company letterhead and run a final draft of your policy by your management and legal team before you give it to employees and make it official.

COMPANY LETTERHEAD SAFETY BELT USE POLICY (SAMPLE)

Traffic crashes are among the leading causes of death and injuries in Texas. Because [Insert COMPANY NAME] is committed to establishing and following practices that make working here safer and because we value the safety and well-being of all employees of [insert COMPANY NAME], we are instituting a safety belt use policy to promote safe driving habits.

Texas law states that all passengers must properly wear safety belts, regardless of where they are seated in the vehicle. **[insert COMPANY NAME] employees are required to use safety belts while operating or riding in any motor vehicle.* On company business or personal time, [insert COMPANY NAME] employees must be buckled up at all times in a passenger or commercial vehicle.** [insert COMPANY NAME] employees also are strongly encouraged to require all occupants in any vehicle to obey this policy and to wear their safety belts. Employees also are reminded that state law requires children younger than 8 years old be secured in an age-appropriate child safety seat unless they are at least 4 feet 9 inches tall.

Failure to follow company policy and properly wear safety belts on or off the job may result in [insert CONSEQUENCES WHICH YOU DEEM APPROPRIATE, SUCH AS WRITTEN WARNING, DISMISSAL, OTHER].

MOTOR VEHICLE SAFETY POLICY ACKNOWLEDGEMENT

I have received a written copy of [insert COMPANY NAME] safety belt use policy. I fully understand the terms of this policy and agree to abide by them. **Sign and print your name, add today's date, and return this form to your supervisor.**

Employee Signature

Date

Employee Name (printed)

*Include only if applicable: Solid Waste Handlers are exempt from requiring safety belts while handling solid waste on the job.
HB3638 in effect 9/1/2009, State of Texas.



**Create A COMPANY
OF safe drivers!**
txdrivingconcern.org/safecompany

The National Safety Council saves lives by preventing injuries and deaths at work, in homes and communities, and on the roads, through leadership, research, education and advocacy. For more information about safe driving in Texas, please visit the Texas Chapter of the National Safety Council at txdrivingconcern.org/safecompany, call 888-222-4143 or email texas@nsc.org.