



CSU Office of Environmental Health & Safety **Van Safety Guidelines**

O ckrpi 'Cf f tguu-4343'Gwerf 'Cxgpwg'DJ "337" "Erxxgrpf."Qj kq'66337-2214
Eco r wu"Nqecvqpp-<Dgtmo cp'J cm'Tqqo "337" "3: ; ; "G044pf "Utggv" "Erxxgrpf."Qj kq'66337-2214
Email: transportation@csuohio.edu or Call: (216) 687-2017



- < The Driver and ALL passengers should be seated in recognized seats and must wear seat belts properly.
- < Seatbelts reduce risk of death in rollover accidents by 75%!
- < Failure to wear your seatbelt will reduce your work comp benefits.
- < The Driver should make sure all passengers have seatbelts on before leaving.

Practice if Possible

- < If unfamiliar with driving vans, it is recommended the driver take time to practice backing, turning, and parking with the van in a safe and non-congested area such as an empty parking lot.
- < Take note of turning capacity/ radius around curbs and the extra height of the van for parking in a parking garage.

Safety Tips While Driving:

1. Avoid driving practices that lead to loss of control ó Such As:

- < Sharp Turns ó (Take Corners and Exit Ramps slow and easy).
- < Excessive Speed ó (Note the speed limit and weather conditions).
- < Abrupt Maneuvers (Change lanes slowly ó do not jerk the wheel).
- < Driving while fatigued (Change drivers or stop to rest every 2 ó 3 hours).
- < During extreme windy or hazardous weather conditions.
- < Following too closely (at *least* a 4 second following distance).
- < Avoid Sudden stops or panic stops (Look ahead & signal early- slow down gradually)
- < Avoid distractions such as eating, excessive radio volume, cell phones, searching/reaching for items, etc. - **Never text or Email while driving!!**

2. Vans require a longer stopping distance! ó Allow more time and distance between vehicles to compensate ó Consider weather and road conditions ó Avoid sudden stops and never tailgate!

3. Check Blind Spots frequently ó especially when changing lanes & backing.

- < Change lanes slowly.

4. Backing:

- < The greatest blind spot is to the rear when backing up.
- < Many accidents occur while backing out of parking areas.
- < Look to rear, sides and front of your vehicle in addition to using your mirrors.
- < As an added caution- use your emergency flashers while backing up & turn down radio.
- < **Before backing up, make sure all is clear behind you! – Do not rely solely on mirrors.**
- < **When in doubt – check it out: (G.O.A.L. –Get Out And Look!)**
- < Back up slowly.



VAN SAFETY GUIDELINES ACKNOWLEDGEMENT

I have thoroughly read and acknowledge the preceding information regarding van safety guidelines, and understand the hazards, safety precautions, and guidelines specified and agree to abide by them. I also understand that failure to adhere to the van safety guidelines could be detrimental to my safety, the safety of others, the university, and could impact my driving duties and/or result in corrective action.

Date

Signature of Driver

Print Name

Department

This driver has departmental authorization to rent

Supervisor or Club Advisor Signature