J a c o b s o n & G r e i n e r

G r o u p o f C o m p a n i e s

CELL PHONE USE IN VEHICLES

Developed by:	Approved by:	Date created:	Last revision:
B White Safety Coordinator	Jason Moffat	June 2010	December 1, 2022

Possible Hazards Present	Personal Protection Required	Additional Training
- Dialing - Talking - Texting - Distractions - Accidents	- Seat belts	- Valid Drivers License - Driver training - Safe fueling procedures

1. Avoid making or accepting cell phone calls while driving unless you have a HAND-FREE DEVICE.
2. Pull onto the shoulder or a parking lot & take or make the call.
3. Never text or read texts while driving.
4. Have a voice mail option to pick up messages.
5. Have passengers answer or make calls.
6. Do not engage in stressful or emotional conversations when driving.
7. Avoid taking notes or looking up phone numbers while driving.
8. Pause hands free conversations if driving conditions become hazardous (e.g., weather, construction, traffic)
9. Ensure cell phones are turned off during refueling to avoid static electricity coming in contact with gas fumes, especially in hot weather.
10. EXCEPTION: a person may use a hand operated electronic device to make an emergency call to police, fire department or ambulance.
11. Anyone charged by police for using an electronic device, other than hands free, while driving will be subject to a fine.
12. Any J&G Homes Ltd, J&G Supply Ltd or VBJ Developments Ltd employee who is subjected to a fine for a cell phone infraction while operating a company vehicle will be responsible to cover the cost of the fine.
13. Any further charges laid (e.g. results of an accident) do to cell phone or electronic device usage while in a company vehicle will also be the operator's sole responsibility.
14. **REPORT ANY DANGEROUS SITUATIONS TO THE SUPERVISOR.**

Documentation/Legislation	
The Highway Traffic Amendment Act Sec 215.1 (Mb)	**This Safe Work Procedure will be reviewed anytime the task, equipment or materials change and at a minimum every three years.**