**Instructional Guide: General Safe Driving Module**

This guide provides useful information related to the Clear Roads General Safe Driving Practices for Snowplow Operators. The focus of the safe driving training modules will be general safe driving practices the operator can use to prevent crashes often caused by the snowplow operator. Three of the common crash types are relevant to this training: fixed object strikes, run-off-road, and backing crashes.

This training module is intended for all snowplow operators and should be completed in less than 2 hours. This module discusses four major topics:

1. Hazard identification
2. Safe backing
3. Limiting driver distractions
4. Driver fatigue management

**Training Objectives**

After completing this module, snowplow operators will be able to:

1. Identify common fixed object hazards.
2. Recognize visual scanning practices to help identify fixed object hazards.
3. Understand tips to identify and respond to hidden hazards.
4. Describe strategies to prevent fixed object strikes.
5. Define G.O.A.L.
6. Describe safe backing procedures.
7. Identify alternatives to backing up.
8. Define distracted driving.
9. Identify different types of distractions.
10. Describe tips to avoid distracted driving.
11. Define fatigue.
12. Understand factors that cause driver fatigue.
13. Identify signs of fatigue.
14. Self-assess fatigue levels.
15. Identify fatigue countermeasures.

**Format**

This module is separated into four sections: hazard identification, safe backing, distracted driving, and fatigue management. Included in the notes section of each slide is a suggested narration. The suggested narration can be used by the training facilitator word-for-word or can be modified.

There are brief check-on-learning breaks throughout the module. These questions break the content into small sections and help the operators remember important information.

Finally, facilitators can add agency-specific guidance or policies where appropriate throughout the module.

**Slide Summary**

This module contains 70 slides. ***Table 1*** provide an overview of the slides.

**Table 1. Slide Descriptions**

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| **Slide** | **Content Topic** | **Content Description** |
| 1-6 | Introduction to the module | The first six slides provide a summary of the training, the training objectives, and an overview of snowplow crashes where the snowplow struck another vehicle or object. |
| 7-22 | Hazard identification | This section of the module provides information and strategies to identify and respond to fixed object hazards |
| 8-10 | Strategies to identify hazardous fixed objects | These two slides discuss the process of scanning the environment for hazards and provides recommendations for improved scanning. |
| 11 | Simulation related to fixed object hazard | A simulation showing a crash related to a fixed object. Although the simulation does not show an actual crash with a fixed object, the sideswipe crash is caused by poor visual scanning and late identification of the fixed object. This video can be shown twice. During the first viewing, simply review the simulation. During the second viewing, ask operators to identify strategies to prevent this crash from occurring. |
| 12-13  17-18  26-27 33-34 43-44 51-52 58-59  65-66 | Check-on-learning | These slides present example quiz questions. This information can be used a brief review or can actually be used as an evaluation. |
| 14-16 | Documenting hazards | These slides include information on documenting areas with known and hidden hazards. |
| 19-21 | Preventing fixed object strikes | Specific strategies are presented to help operators avoid fixed object strikes. |
| 22-36 | Safe backing | This section discusses how operators can safely back their snowplow. |
| 23-25 | Causes of backing crashes | These slides present information on the common causes of backing crashes. Slide 25 includes a simulation of a typical backing crash. In this simulation the snowplow operator enters a gas station and needs to back up to turnaround. While backing up, the snowplow strikes a light pole. The pole could have been seen in the side mirrors; however, as is common in backing crashes, the operator failed to properly scan their mirrors or G.O.A.L. |
| 28-29 | Circle of Safety | These slides discuss G.O.A.L., get out and look. |
| 30-31 | Spotters | Spotters should be used while backing if available. These slides discuss why spotters should be used and common signals spotters can use to communicate with the operator. If your agency has additional or alternative signals frequently used, you can replace or add to this slide. |
| 32 | Additional backing suggestions | This slide presents additional safety suggestions related to backing. |
| 35-36 | Alternatives to backing | Alternatives to backing should be used when available and appropriate. These slides discuss these alternatives. |
| 37-52 | Limiting distractions | This section discuss the dangers of distracted driving and provides tips for avoiding distractions while driving. |
| 38 | Description of distraction | This slide defines distracted driving. |
| 39 | Distracted driving video | The driver in this video is clearly distracted. The video demonstrates what can happen when your eyes are off the road for an extended period of time. |
| 40-42 | Inattention | These slides discuss the risks of driving while distracted, including cognitive distraction and present specific tips drivers can use to reduce or eliminate general inattention. |
| 45-47 | External distraction | These slides present information on external distractions and present specific tips drivers can use to reduce or eliminate external distractions. Slide 47 includes a video example of the risks of external distractions. This video has four views: 1) the top left quadrant is the driver, 2) the top right quadrant is looking out the forward windshield, 3) the bottom left is the view from the right side mirror, and 4) the bottom right is the view from the left side mirror. |
| 48-50 | Internal distractions | These slides present information on internal distractions and present specific tips drivers can use to reduce or eliminate internal distractions. |
| 53-67 | Fatigue management | This section discusses driver fatigue management. |
| 54-60 | Understanding driver fatigue | These slides describe what driver fatigue is, provide a video example, and discuss the common causes of driver fatigue. Slide 57 includes a video example of what driver fatigue often looks like. This video has four views: 1) the top left quadrant is the driver, 2) the top right quadrant is looking out the forward windshield, 3) the bottom left is the view from the right side mirror, and 4) the bottom right is the view from the left side mirror. |
| 61-64 | Reducing fatigue | These slides discuss proven strategies drivers can use to reduce or prevent driver fatigue. |
| 67 | Additional resources | Information on additional resources are presented. |
| 68-70 | Acknowledgements |  |

Additional Resources that can be used to find additional information on defensive driving strategies for heavy vehicles.

* Clear Roads snowplow operator and manager training resources: <https://clearroads.org/training-resources/>
* North American Fatigue Management Program: <https://www.nafmp.com/>
* Network of Employers for Traffic Safety: <https://driventowellness.org/>
* National Safety Council: <https://www.nsc.org/work-safety/safety-topics/fatigue>
* Federal Motor Carrier Safety Administration’s Driving Tips: <https://cms8.fmcsa.dot.gov/safety/driver-safety/cmv-driving-tips-overview>