

Drive  
SAFE

Work  
SAFE

Live  
SAFE

## SAFE WORK PRACTICES: DISTRACTED DRIVING SAMPLE POLICY

Distracted driving is a serious safety and health risk, not only to you but to others. Some examples of actions which may divert your attention from driving are reading while driving, use of remote internet equipment such as personal digital assistants or wireless e-mail; personal grooming; using cell phones, pagers or beepers; and looking at maps for directions. Employees may not engage in these activities while driving. Employees may not use cell phones (including hands-free) or any mobile electronic devices while operating a motor vehicle. This includes, but is not limited to: answering or making phone calls, engaging in phone conversations, reading or responding to e-mails and text messages, adjusting a Global Positioning System (GPS) and accessing the Internet. These restrictions do not apply to calls made to report an emergency.



MINNESOTA SAFETY COUNCIL

Making Minnesota a Safer Place to Live  
[misc@minnesotasafetycouncil.org](mailto:misc@minnesotasafetycouncil.org)

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