

## TRUCK DRIVER SAFETY & ENVIRONMENTAL RESPONSIBILITIES

In order to aid you, as a truck driver, in your efforts to comply with all laws, rules, regulations, ordinances, and Liberty Hauling, Inc. policies and procedures, Liberty Hauling, Inc would like to highlight some of the many safety and environmental procedures that apply to your work. Liberty expects you to ensure that these procedures are followed during the course of performing your work, as your failure to comply with them could subject you to removal from the job. It should be kept in mind, however, that these procedures are not intended to encompass every conceivable situation; as a result, these procedures should always be supplemented by your own good judgment in any particular set of circumstances.

With this understanding, you should be aware that, it is your responsibility to:

- Make sure that you establish and maintain eye contact with anyone directing you while backing. **IF, AT ANY TIME, YOU LOSE SIGHT OF ANY PERSON AROUND YOUR VEHICLE, THEN YOU SHOULD STOP IMMEDIATELY.** Do not continue backing until you have located this person and are assured that there is no one else behind your vehicle. You can NEVER assume that a person around your vehicle has seen you or heard you, and you can NEVER assume that anyone will get out of the way. It should be second nature for you to stop in this situation and to remain stopped until it is clearly safe to proceed. **WHEN IN DOUBT, STOP.**
- Make sure that there is an "observer" (L e., a backer) guiding you whenever you are backing toward any type of material transfer vehicle located on a job site, such as an asphalt paver, shuttle buggy, milling machine, or shoulder widener. In such situations, a backer should be guiding you the entire time—no matter how little or how far you are backing. If, at any time, a backer is not guiding you as you are backing toward a material transfer vehicle located on a job site, then you should stop backing immediately.
- Make sure that all vehicles with obstructed rear views are equipped with reverse signal alarms (*i.e.*, backup alarms). All such alarms must be in proper working condition, loud enough to be heard above the surrounding noise level, and otherwise in full compliance with all applicable OSHA regulations (*e.g.*, 29 C.F.R. § 1926.601), MSHA regulations (*e.g.*, 30 C.F.R. § 56.14132), and other legal requirements. Your vehicle is not authorized to be on any job site without such a backup alarm. Although backup alarms are meant to warn others that you are moving in reverse, they do not guarantee that everyone will see you, hear you, or get out of your way. Neither do they guarantee that all "blind spots" behind your vehicle are clear. It is extremely important to STOP and ask for assistance if you need help while backing. **WHEN IN DOUBT, STOP.**
- Make sure that you strictly adhere to all laws governing vehicle weights. If you notice, or even suspect, that you are, or have been, hauling overweight, then you have an affirmative duty to report it to Liberty or job project personnel immediately for corrective measures.
- Make sure that all speed limits on job sites, quarries, and asphalt/concrete plants are obeyed. If you do not know what the speed limit is for a particular area, then find out by contacting a site foreman, operator, or other site supervisor before entering such area.
- Make sure that all lights on your vehicle are fully operational. During all hours of darkness, all clearance lights, side marker lights, taillights, *etc.* must be illuminated and fully visible to approaching traffic.
  - Make sure that a **hard hat, a high-visibility safety vest, work shoes, long pants, and a shirt (no tank tops) are worn.** Hard hats and high-visibility safety vests are required on all job site properties (whether involving day or night work) and must be worn whenever you are outside of your vehicle—no matter how brief this period may be. All personal protective equipment ("PPE"), including, without limitation, hard hats and high-visibility safety vests, must comply with all applicable standards (*e.g.*, ANSI) that are mandated by any governmental agency or authority (*e.g.*, OSHA, MSHA, DOT, *etc.*). Other PPE may be necessary, depending upon the project, location, or circumstances. If you are unsure as to what PPE is required, then find out by contacting a site foreman, operator, or other site supervisor before entering the area.
- Make sure that you stay with your vehicle unless it is absolutely necessary to move away from your vehicle. When you do determine that it is absolutely necessary to move away from your vehicle, double check to ensure that your vehicle is properly secured and that it is safely located. If your vehicle is in a particularly busy area, you may need to coordinate your actions with the site foreman, operator, or other site representative in charge of the operation.
- Make sure that you use extreme care when entering and exiting the work zone (*e.g.*, watch flag-person signals carefully and always follow his/her instructions, pay attention to workers, pedestrians, and other moving vehicles, make your intentions known to motorists, *etc.*). Never forget that work zones are potentially dangerous places and that they should always be treated as such. Do not set yourself up for an accident by letting your guard down. No matter how much experience you have or how safe you think you are, it is imperative to always think: **SAFETY FIRST.**

- Make sure that you do not use diesel fuel in truck beds. In addition, do not clean your beds or aprons at any area other than those areas specified for that purpose at asphalt plants or on job sites. .
- Make sure that all vehicles with a gross vehicle weight ratio (*i.e.*, GVWR) over 26,000 lbs. meet the safety regulations of the United States Department of Transportation (*i.e.*, *USDOT*).
- Make sure that you maintain constant communications with appropriate job site/quarry/plant personnel. The work you perform is potentially hazardous if you are not paying full attention to what you are doing. You cannot allow yourself to become distracted. Therefore, among other things, you should:  
Roll down your windows so that you can hear directions;  
Do not use cell phones at all unless you are in (1) a building, (2) a trailer, or (3) a properly secured, safely located, and completely stopped vehicle that is not performing or waiting to perform operations (*e.g.*, you may not use cell phones while loading, unloading, or waiting to load/unload);  
Use CB radios only for work-related communications; and  
Maintain eye contact with, and awareness of, those around your vehicle at all times.
- Make sure that you are sufficiently familiar with the area in which you are operating your vehicle by becoming aware of, among other things: overhead wires/power lines, *etc.* that could be struck by any part of your vehicle (*e.g.*, a raised truck bed); utilities that could be damaged by being run into or over; ground conditions that could affect the traction or stability of your vehicle; and site conditions that could obstruct your view. Always remember: When in doubt, ask for assistance.
- Make sure that tail chutes, tailgates, aprons, and taillights are clean before leaving any job site, that no material is spilling over the sideboards or left on tailgates, and that tarps are used whenever required.
- Make sure that you maintain the utmost level of professionalism and integrity at all times by treating others with respect; by refusing to participate in, or tolerate, any horseplay; by taking pride in the appearance of yourself and your vehicle; and by properly disposing of all trash.

**IMPORTANT, PLEASE READ:** THESE PROCEDURES ARE IN NO WAY INTENDED TO CONSTITUTE AN EXHAUSTIVE LIST, OR EVEN A SUMMARY, OF ALL THE VARIOUS RESPONSIBILITIES AND/OR DUTIES THAT YOU ASSUME; NOR DO THESE PROCEDURES REPRESENT A COMPREHENSIVE LIST OF THE MOST IMPORTANT SAFETY AND ENVIRONMENTAL CONCERNS. THEREFORE, LIBERTY HAULING, INC. STRONGLY ENCOURAGES YOU TO ACTIVELY SEEK OUT AND OBTAIN WHATEVER ADDITIONAL INFORMATION AND ADVICE (INCLUDING, WITHOUT LIMITATION, LEGAL ADVICE) THAT YOU NEED TO FULLY AND STRICTLY COMPLY WITH ALL REQUIREMENTS GOVERNING YOUR WORK.

**It is Libertys goal is to operate without any accidents, injuries, or environmental problems. We need your help to make this happen. Following these safety and environmental procedures will help ensure that we are all working toward this goal.**