



# Risktopics

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## Driver orientation

Driver orientation has never been more important than it is today. Losses from being involved in a crash have the potential to be financially and emotionally devastating to both the employer and the employee.

### Benefits of driver orientation

The major benefit of driver orientation programs is that company officials have the opportunity to clearly set forth company expectations as they relate to the use of vehicles on company business.

Other benefits of the orientation process include:

- First opportunity for the company to let employees know safety is the number one priority
- Enable the employees to meet other workers
- Learn the safe method of performing job tasks
- Build loyalty
- Quickly develop employee productivity

Additionally, these orientation classes send a clear message from company management on the importance, and value of not only the fleet safety program, but the overall safety program as well.

### Orientation process

During the orientation program, give employees an opportunity to ask questions and discuss certain aspects of the company's fleet program that may be unclear in the documentation.

The orientation program should be clearly defined and formal, with objectives of the class explained to the participants.

Topics should include the following items at a minimum:

- Accident scene procedures
- Permitted use of the vehicle
- Permitted users of the vehicle
- Acceptable MVR quality
- Prohibited actions
- Required license type and status
- Cellular telephone use
- Vehicle garaging and maintenance
- Defensive driver training
- Security procedures, where applicable

## Conclusion

All personnel who will drive, have access to a company vehicle or otherwise drive on company business should attend a driver orientation program. If orientation training is not provided, new employees will be left to rely on informal instruction from fellow employees for needed information or worse, will learn through a potentially costly process of trial and error.

Providing driver orientation is a wise investment for any company that has any type of vehicle operations.

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