



## **CSU Office of Environmental Health & Safety** **Van Safety Guidelines**

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Email: [transportation@csuohio.edu](mailto:transportation@csuohio.edu) or Call: (216) 687-2017



- < The Driver and ALL passengers should be seated in recognized seats and must wear seat belts properly.
- < Seatbelts reduce risk of death in rollover accidents by 75%!
- < Failure to wear your seatbelt will reduce your work comp benefits.
- < The Driver should make sure all passengers have seatbelts on before leaving.

### **Practice if Possible**

- < If unfamiliar with driving vans, it is recommended the driver take time to practice backing, turning, and parking with the van in a safe and non-congested area such as an empty parking lot.
- < Take note of turning capacity/ radius around curbs and the extra height of the van for parking in a parking garage.

### **Safety Tips While Driving:**

#### **1. Avoid driving practices that lead to loss of control ó Such As:**

- < Sharp Turns ó (Take Corners and Exit Ramps slow and easy).
- < Excessive Speed ó (Note the speed limit and weather conditions).
- < Abrupt Maneuvers (Change lanes slowly ó do not jerk the wheel).
- < Driving while fatigued (Change drivers or stop to rest every 2 ó 3 hours).
- < During extreme windy or hazardous weather conditions.
- < Following too closely (at *least* a 4 second following distance).
- < Avoid Sudden stops or panic stops (Look ahead & signal early- slow down gradually)
- < Avoid distractions such as eating, excessive radio volume, cell phones, searching/reaching for items, etc. - **Never text or Email while driving!!**

#### **2. Vans require a longer stopping distance! ó Allow more time and distance between vehicles to compensate ó Consider weather and road conditions ó Avoid sudden stops and never tailgate!**

#### **3. Check Blind Spots frequently ó especially when changing lanes & backing.**

- < Change lanes slowly.

#### **4. Backing:**

- < The greatest blind spot is to the rear when backing up.
- < Many accidents occur while backing out of parking areas.
- < Look to rear, sides and front of your vehicle in addition to using your mirrors.
- < As an added caution- use your emergency flashers while backing up & turn down radio.
- < **Before backing up, make sure all is clear behind you! – Do not rely solely on mirrors.**
- < **When in doubt – check it out: (G.O.A.L. –Get Out And Look!)**
- < Back up slowly.









## VAN SAFETY GUIDELINES ACKNOWLEDGEMENT

I have thoroughly read and acknowledge the preceding information regarding van safety guidelines, and understand the hazards, safety precautions, and guidelines specified and agree to abide by them. I also understand that failure to adhere to the van safety guidelines could be detrimental to my safety, the safety of others, the university, and could impact my driving duties and/or result in corrective action.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Driver

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Department

**This driver has departmental authorization to rent**

\_\_\_\_\_  
Supervisor or Club Advisor Signature