

Distracted driving policy

Policy statement

The purpose of this policy is to protect the health and safety of **[Company Name]** employees, by prohibiting activities that distract their focus from driving responsibilities, while operating any motor vehicle in the course of their work.

This policy has been implemented to:

- Reduce the incidence of driver distractions and to ensure the safety of our employees and others (passengers, other motorists and pedestrians).
- Comply with the Saskatchewan Traffic Safety Act.
- Reduce operational and financial risks.

Application

This policy applies to all **[Company Name]** employees and contractors.

Definition

Distracted driving is the number one contributing factor to collisions in Saskatchewan. Distracted driving is the diversion of attention from driving, as a result of the driver focusing on a non-driving object, activity, event or person. This diversion reduces cognitive awareness, decision-making or performance leading to increased risk of driver error, near collisions, and collisions resulting in injury or death.

Prohibited activities

In Saskatchewan, it is illegal to use, hold, view or manipulate a hand-held cell phone while driving. Employees will not engage in the following while driving:

- Operating a cell phone (hand-operated or hands-free if in the Graduated Driver Licensing (GDL) program).
- Operating a computer/laptop, text messaging device or Global Positioning System (GPS) tools and devices.
- Reading (a book or newspaper, etc.).
- Personal grooming.

Restricted activities

A driver may undertake activities listed below, provided they do not reduce the driver's focus. Different driving environments and circumstances better lend themselves to undertaking the following without perilously limiting the driver's ability to recognize and respond to hazards:

- conversations with passengers
- adjusting the audio controls
- adjusting vehicle climate controls, or other accessories,
- eating/drinking/smoking
- operating a two-way radio (as necessary for resource road communication protocols).

Enforcement

Violations of this policy will be considered a serious matter and may be subject to disciplinary action. Violations of the distracted driving laws under the Saskatchewan Traffic Safety Act can result in fines, impoundments and loss of Safe Driver Recognition (SDR) points. More on penalties can be found here: [Distracted driving penalties - SGI](#). **[Company Name]** may take disciplinary actions which can include suspension of driving privileges or termination of employment. Consequences will be determined on a case-by-case basis.

Effective date

The policy is effective as of _____