



ACCESSING SAFETY KNOWLEDGE (ASK) SHEET: *SAFE DRIVING CHECKLIST*

Obey the Law

- Observe speed limits.
- Obey traffic signs and signals.
- Pass other vehicles only on the left; signal your intention before changing lanes.
- Never pass a stopped school bus.
- Yield to drivers who have the right of way.
- Never drive under the influence of alcohol or drugs.
- Use your seat belt (even if it's not required by law in your state).

Drive Sensibly and Defensively

- Correctly position mirrors and seat before you start.
- Never tailgate; stay at least three car distances behind the driver ahead of you.
- Don't insist on the right-of-way if the other driver will not yield it.
- Dim your headlights for oncoming cars and those ahead.
- Be aware of what's happening several vehicle lengths ahead and behind you.
- Expect the unexpected:
 - Reckless behavior from other drivers
 - Swerving cyclists
 - People or animals darting into the road
 - Potholes or debris in the roadway

Take Bad Weather Precautions

- Improve visibility:
 - Use wipers, defroster, and headlights.
 - Counter glare from sun or snow with sunglasses.
 - Clear snow from hood, roof, and all windows.
- When visibility is poor, or roadways are slick:
 - Reduce speed.
 - Increase distance between you and the car ahead.
 - Brake gently.
 - Watch out for puddles, icy patches, sudden pockets of fog.
 - If you skid, steer gently into the turn. Do not use brakes or step on the gas.

Maintain Your Vehicle

- Conduct pre-driving inspection every time.
- Be sure that scheduled maintenance checks are carried out in time.
- Be alert to below-par performance of any equipment; have it attended to promptly.
- Don't abuse your vehicle by driving too fast over bumpy terrain.
- Don't make unnecessarily sharp turns or sudden stops and starts.

Provided by the ASA – Houston Chapter Safety & Health Committee and **ADAMS**
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