CrewSigned

Safe Driving Toolbox Talk

5-minute read-aloud · Last reviewed November 24, 2026

For a lot of us, the most dangerous part of the workday is not on the job site. It is the drive. Motor vehicle crashes are a leading cause of work-related deaths in the United States, and that includes people who drive a work truck, haul a trailer or just drive between jobs. Today we are talking about getting there and back safely.

Buckle up, every trip, every seat. Seat belts are the single best protection in a crash. It does not matter how short the drive is. Make sure everyone in the vehicle is buckled before you move.

Put the phone away. Texting, scrolling or even reading a message takes your eyes off the road for several seconds, and at highway speed that is the length of a football field driven blind. Set your navigation before you leave. If you need to make a call or send a message, pull over somewhere safe first. That goes for paperwork and eating too.

Stay alert. Driving tired is a lot like driving drunk. Long days, early starts and late drives home add up. If you are nodding off, drifting or missing exits, pull over and rest. Never drive impaired by alcohol, drugs or medication that makes you drowsy.

Slow down and leave space. Speed limits are for good conditions. In rain, snow, fog or darkness, slow down and increase your following distance. Leave extra room when towing a trailer or driving a loaded truck, because it takes longer to stop.

Check your vehicle. Before you head out, walk around and look at the tires, lights, mirrors and load. Make sure tools and materials are tied down so nothing shifts or flies out. An unsecured load can hurt someone behind you.

Back up carefully. Many work vehicle injuries happen while backing. Walk around the vehicle first to see what is behind it. Use a spotter when you can, agree on hand signals, and if you lose sight of the spotter, stop.

Watch out in work zones. When we are working near traffic, set up cones and signs properly, wear high-visibility clothing, and never turn your back to oncoming traffic.

Driving is a skill we use every day, so it is easy to stop paying attention. Do not let that happen.

Discussion questions

1. What is the biggest distraction for you when you drive for work, and how can you get rid of it?
2. Which of our vehicles have blind spots that call for a spotter when backing?
3. What should you do if you feel drowsy while driving to or from a job?

OSHA standard

OSHA Motor Vehicle Safety guidance
https://www.osha.gov/motor-vehicle-safety

SOURCES

Motor Vehicle Safe Driving Practices QuickCard (OSHA 3314): https://www.osha.gov/sites/default/files/publications/SAFE_DRIVING_PRACTICES.pdf
OSHA Safety and Health Topics, Motor Vehicle Safety: https://www.osha.gov/motor-vehicle-safety
NIOSH, Motor Vehicle Safety at Work: https://www.cdc.gov/niosh/motor-vehicle/about/index.html

This talk does not replace training that an OSHA standard requires. Scripts are based on OSHA and NIOSH publications and rewritten in plain language.

Safety Meeting Sign-In Sheet

TOPIC
Safe Driving Toolbox Talk

COMPANY

JOB / SITE

DATE

TIME

PRESENTER

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