

Captain of the Ship Policy

This Policy empowers every employee to act as "captain of the ship" when immediate action is required to correct potentially unsafe conditions or situations.

Employees are expected to take whatever actions are required to correct potentially unsafe conditions or situations when there is not enough time for resolution through the normal levels of responsibility established in this procedure.

Explanation

The Captain of the Ship policy means that all employees have the right and responsibility to stop any work activity when they feel that they cannot proceed safely.

- To have the right to stop means that you have the freedom to make this decision without fear of retribution. It also means that company management will support your decision and not pressure you to take unsafe risks.
- To have the responsibility means that you will be held accountable for accidents you are involved in that occur as a result of unsafe conditions that you know about prior to the accident and that should have caused you to stop the work activity involved in the accident.

Drivers

- Drivers have the responsibility to adapt to conditions and decide if conditions inhibit safe travel.
- Unsafe conditions may include bad weather, bad road conditions, personal fatigue, equipment failure, and any other factor that could result in an accident.
- Drivers are expected to report to work or dispatch, unless otherwise notified by dispatch, before making this decision.
- Drivers should remain at work until they are relieved of duty. If conditions improve and allow safe travel, the location will be ready to resume operations as quickly as possible.
- If conditions prohibit safe driving, drivers should:
 - use flashers and proceed to the first available safe haven;
 - contact their managers as soon as it is possible to call without compromising safety, and discuss the situation, location, road conditions, etc.; and
 - work with their managers to determine the best / safest course of action.
- Drivers stranded in open country should stay with their trucks.

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- Drivers should be observant of weather conditions and stay informed of road conditions along their routes. Any indications that road or weather conditions may prohibit safe travel should be reported immediately to dispatch. If unable to contact dispatch, take the safest course of action and continue to try to contact location supervision.
- Drivers who are caught in bad weather will be expected to contact dispatch at pre-determined intervals.
- Drivers will be expected to assess the road conditions at their vehicles. Highways and major routes are typically the first roads to be cleared.
- Drivers are expected to resume driving as soon as the conditions permit safe travel and within Hours of Service Regulations.

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I have read, understand and agree to abide by the above policy.

Employee Signature: _____

Employee Name: _____

Date: _____

Manager Signature: _____

Manager Name: _____

Date: _____