

Most people wouldn't attend an important event without preparing for it first. Yet every day, employees get on the road without making sure their vehicle is well maintained and supplied with emergency items, their route is planned, and they are physically and mentally prepared to drive. Staying safe while driving means being road-ready, and you can do that by following these steps.

Make every trip a safe one.

- Give yourself plenty of time to reach your destination.
- Be well-rested when you get on the road.
- Avoid driving when you are upset.
- Share the road safely and courteously with others.
- Always wear your seat belt and make sure that passengers wear theirs.
- Drive focused, without distractions.
- Keep your gas tank at least half full (or your battery charged in a plug-in hybrid).
- Keep a 24-hour roadside service phone number handy.



Plan the safest route ahead of time. Make sure you're ready for the journey.

- Check traffic and road conditions with local media and government web sites or apps, the Texas Department of Transportation, or the Federal Highway Administration.
- When possible, avoid routes with traffic congestion, construction work zones, narrow lanes, sharp curves, limited sight, or undivided roadways.
- Check with local law enforcement to see where the most crashes occur in your community and avoid those areas. A lot of this information is available online.
- Make sure your supervisor knows your itinerary.
- If you use a navigation system, program your route before you go and only use an audible system that tells you the directions.

Ensure that your vehicle is in good working order before you leave. Whether you drive your own vehicle or a company vehicle for work, a small problem can turn into a big problem on the road. Keep your vehicle's scheduled maintenance current and routinely check the following:

- all fluids (oil, brake, windshield wiper, transmission, coolant, power steering);
- belts and hoses;
- battery and ignition system, especially that battery terminals are clean;
- headlights, hazard lights and turn signals;
- tire pressure and tread depth;
- windshield wiper blades; and
- brakes.

Be prepared for emergencies. Stock your vehicle with these essential items in case of emergency:

- battery booster cables
- spare tire and jack
- owner's manual
- first-aid kit
- flashlight with extra batteries
- basic toolkit (pliers, wrench, screwdriver)
- charged cell phone and charger.

If you are going to be traveling long distances, add these items to your emergency kit:

- water (at least one gallon per person per day for three days)
- blanket or sleeping bag and clothing
- food that won't spoil
- cat litter or sand for better tire traction
- battery-operated or hand-cranked radio
- shovel and ice scraper.

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