

More than 1.2 million people die in road traffic crashes every year according to the World Health Organization. Motor vehicle collisions are the leading cause of death and injury in the workplace and the cost of a single accident could easily exceed \$1.4 million.

The quadruple threat of high speeds, impaired and distracted driving, and not using seat belts threatens every driver regardless of how careful or how skilled.

USC Driver Requirements

All drivers of university vehicles must:

- Successfully complete a Defensive Driving Course. This course must be completed within 90 days of your assignment as a university Driver followed by a refresher course every three (3) years. Trojan Learn offers defensive driving training on-line.
- Enroll in the Department of Motor Vehicle's (DMV) Employer Pull Notice Program (pertains to employees that drive university vehicles as part of their employment). The program authorizes the DMV to disclose driving record information of USC drivers to USC.
- Wear seat belts at all times and ensure that passengers wear seat belts as well.
- Ensure that passengers are sitting in designated seats. Standing or riding is not permitted in the beds or cargo holds of vehicles.

Traffic Violations and Accidents

All drivers are responsible for obeying state and local traffic laws as well as any applicable university policies.

Drivers must immediately report all accidents, moving violations, license suspensions, and driving-related arrests to their department supervisor.



What I Need to Know...

- **DO NOT** text while driving!
- Comply with USC's Drug-Free Policy. **DO NOT** drive while impaired.
- Maintain a regular sleep schedule that allows adequate rest. **DO NOT** drive if drowsy.
- Be alert. Avoid performing activities that distract from driving.
- Respect the road and other drivers.

Vehicle Maintenance

Each department using university-owned vehicles is responsible for ensuring that routine maintenance is performed on university vehicles.

Employees are responsible for conducting a vehicle safety check prior to using it. Employees must immediately report any unsafe conditions or hazards in vehicles to their supervisor. The vehicle should be taken out of service until problems are addressed and corrected.



References

USC Vehicle/Driver Safety Policy
<https://policy.usc.edu/vehicle-driver-safety/>

Online Defensive Driving Training via Trojan Learn
<http://bit.do/trojanlearn>

DMV Employer Pull Notice Program
http://bit.do/dmv_pull_notice