***Template***

DRIVER TRAINING SAFETY PROCEDURE UNDER COVID-19 PLAN

This interim driver training procedure has been developed to help keep employees safe. These procedures were developed using guidance from the CDC and OSHA.

**Primary Procedures**

1. Implement truck cleaning and disinfection procedures for before and after the day. (see Appendix B)
2. Implement symptom screening procedures for employees every day. Wash hands prior to the start of work. (see Appendix A for list of symptoms)
3. Employees wear cloth face coverings while inside the cab.
4. Roll down truck windows to increase ventilation – even on hot days. Keep cab ventilated. Use “fresh air” controls and NOT “recycle air.”
5. Don’t share any personal items.
6. Wash hands / sanitize periodically during the day.
7. Maintain 6-foot distance as applicable outside the truck.

**Other considerations and variables – implement as applicable**

* Converse with trainers and trainees to get commitment to follow the safety protocols. This is mandatory.
* Convoy out to a jobsite as soon as safely possible to limit in cab exposure.
* Experienced RMX drivers can drive independently after trainer in-cab refresher. Then follow leader to the jobsite.
* Get the trainee in his/her truck ASAP.
* ID which plants / driving environment will be best for training.
* QC training – Slump training with Driver Trainer. Participate in core testing or sampling at plant.
* Set up truck training in a parking lot with a coach on the ground / use a plant and haul loads of rocks.
* Shop Training – keep distance, follow safety protocols.

**APPENDIX A**

**Coronavirus COVID-19 Screening Questionnaire**

In an effort to protect all employees and lower the risk of infection/illness, screen all team workers. Should be completed prior to work. Thank you for your patience and understanding.

The following questions to be answered are based on the CDC’s screening recommendations.

Answer the questions below and circle Yes, No or reason for No Screening Question.

|  |  |  |
| --- | --- | --- |
| CDC Screening Questions | Yes | No |
| Are you currently experiencing a fever or have you had a fever in the last 14 days? Fever: Any temperature 100.4 F or greater is considered a fever. |  |  |
| Are you currently experiencing a cough? |  |  |
| Are you currently experiencing shortness of breath? |  |  |
| Have you travelled within the last 30 days? |  |  |
| **In the last two weeks, did you care for or come into close contact with someone diagnosed with COVID-19?** |  |  |
| Are you currently experiencing any other symptoms: Loss of Taste or Smell, Chills, Body Aches, Muscle Pain, Headache, Sore throat? |  |  |

All persons with a “Yes” answer will not be permitted to report or stay at work.

\*Close contact is within 6 feet of a person with confirmed or suspected COVID-19.

**APPENDIX B**

**Equipment Cleaning and Disinfectant Procedures**

Driver responsibilities – keep truck free and clean of all trash, personal items and PPE.

**Wipe down with disinfectant after your shift or if there is an operator change:**

* Chute latches / handles
* Command control
* Dash controls
* Fuel cap
* Hood latches, dip-sticks handles
* Hose nozzles
* Interior handles, signals, hazard switches
* Ladder hand holds
* Mixer controls
* Parking brake
* Seatbelt latches
* Shifters
* Steering wheel
* Valves - tanks
* Other contact points

For multi-employee equipment use, wipe contact points 2x in the morning and 2x in the afternoon.