



**OSAG**

Oklahoma School Assurance Group

# Cell Phone Use While Driving

## ACCEPTABLE USE

**1**

Know the company policy

**2**

Set up GPS before leaving

**3**

If allowed use hands free devices only

**4**

Use voice activation when possible

**5**

Set up auto reply messages

**6**

Have passengers navigate or read messages

## ACTION TO AVOID

**7**

If hands free is not possible, do not take the call

**8**

Minimize lengthy conversations while driving

**9**

Do not reroute or change GPS while driving

# Cell Phone Use While Driving Training Guide

Below are questions and talking guides for cell phone use while driving.

## Policy

Review the current company policy on cell phone use while driving.

\*Answer any questions or concerns.

## Hands Free

If allowed discuss solutions for using a phone hands free such as:

- Mounting devices or holders
- Going over how to use the device hands free

## Talking vs Texting

Is texting all that is not allowed, or are phone calls off limits as well?

Phone calls are a safer alternative to texting however, calls should be limited and brief. They still require the driver to multitask and cause a distraction from the road.

## Conclusion:

Always strive to limit and, even better, eliminate all phone use while driving. It only takes a moment of distraction to have a catastrophic result. Prepare ahead of driving as much as possible to have technology set up or turned off and ready to go before taking off.