

Purpose Statement:

The Mentor/Student Driver Guide was created to help develop students to become safe, competent, successful long-term Swift Drivers.



One Standard of Conduct:

Every employee is expected to act in the best interest of the company and his/her fellow employees.

Safety Team Rules:

1. Should you be **involved in an accident**, incident or injury, **immediately report** the event, as outlined in the Drivers Manual, regardless of fault or severity.
2. **Immediately report all DOT inspections** where any violation is noted/cited to your Driver Leader and provide a copy of report as soon as practicable to corporate Safety in Phoenix.
3. Your personal safety is important to us so **always wear your safety belt while driving**. We expect that you will never be observed or cited for not wearing your safety belt.
4. Safety technologies like collision avoidance, event recorders, lane departure electronic logs, and others on the truck are there for your safety as well as those with whom you share the road. **Never disable or tamper with these devices or any equipment.**
5. **Transport only authorized passengers** in accordance with company policy and federal regulations. It is unacceptable to transport an unauthorized passenger at any time.
6. Only **operate equipment that you have inspected and is safe to operate**. Driving on steer tires with exposed cords, for example, would be considered unsafe.
7. We expect that as a professional driver you will **always drive in a safe manner**. Reckless or dangerous driving is a violation of the team rules.
8. **Avoid distracted driving** by never using a hand-held cellphone or texting while you are driving. Being observed, cited, or receiving a violation for doing so would violate this team rule.
9. **Maintaining a safe following distance** is something all professional drivers do while driving. Never be observed or receive a violation/citation for following too closely or tailgating.
10. **Always obey traffic control devices**, including road signs, so you never receive a violation/citation for failing to do so.
11. **Drive a safe speed that is appropriate for the conditions** in the environment you are driving. More than one speeding violation/citation in any 2-year period violates this team rule.
12. Professional drivers do not do anything to impair their ability to drive safely. Therefore, **always obey Swift's drug and alcohol policy**.
13. Your CDL is the key to your livelihood. **Immediately report anything that affects your CDL or physical, so they do not turn into larger problems**. You are responsible for maintaining your license and qualifications. You must immediately notify Swift of changes to your status as a qualified driver.

These rules are not all-inclusive. Refer to your Drive Manual for a more complete explanation of Swift's policies and procedures. Contact your Driver Leader, Driver Services Safety Leader, Fleet Leader or Terminal Leader if you have specific questions. The entire Swift team is committed to supporting you in achieving professional success. Together we can ensure that you and those around you get home, safely.