

September 24, 2014

DIRECTIVE:	JOB CORPS INFORMATION NOTICE NO. 14-11
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TO: ALL JOB CORPS NATIONAL OFFICE STAFF
ALL JOB CORPS REGIONAL OFFICE STAFF
ALL JOB CORPS CENTER DIRECTORS
ALL JOB CORPS CENTER OPERATORS
ALL NATIONAL TRAINING AND SUPPORT CONTRACTORS
ALL OUTREACH, ADMISSIONS, AND CTS CONTRACTORS

FROM: LENITA JACOBS-SIMMONS
Acting National Director
Office of Job Corps

SUBJECT: Distracted Driving Prevention

1. Purpose. To remind the Job Corps community that the use of hand-held cellular phones, including texting while driving, is prohibited when operating a government vehicle or using a privately owned vehicle while on official government business. This notice also provides centers with resources on the dangers of distracted driving.

2. Background. According to the National Highway Traffic Safety Administration (NHTSA), 3,328 fatalities and 421,000 injuries caused by distracted drivers were reported in 2012. Distracted driving is partaking of “an activity that could divert a person’s attention away from the primary task of driving.” There are three types of driving-related distractions:

- Visual – taking your eyes off the road
- Manual – taking your hands off the wheel
- Cognitive-Multitasking – turning your attention from the act of driving.

Texting while driving combines all three distractions, which makes it extremely dangerous to everyone on the road.

The Centers for Disease Control and Prevention’s (CDC) analysis of 2011 survey data comparing the prevalence of distracted driving in the United States to seven European countries, indicates that 69 percent of U.S. respondents ages 18-64 talked on their cellular phones while driving. Thirty-one percent read or sent a text or e-mail messages while driving at least once during the 30 days prior to responding to the survey.

The National Office of Job Corps has received vehicle misuse reports indicating that drivers were observed texting, talking on cellular phones, or otherwise distracted while

operating center vehicles. Job Corps centers are required to comply with the following laws and regulations:

- Presidential Executive Order 13513, “Federal Leadership on Reducing Text Messaging While Driving,” effective October 1, 2009:
<http://www.whitehouse.gov/the-press-office/executive-order-federal-leadership-reducing-text-messaging-while-driving>
- Federal Motor Carrier Safety Administration (FMCSA), “Limiting Use of Wireless Communication Devices,” effective October 27, 2010:
<http://www.fmcsa.dot.gov/regulations/rulemaking/2010-23861> (applies to holders of a Commercial Driver’s License [CDL])
- State laws that prohibit cellular phone use, including texting and holding a cellular phone while driving: http://www.ghsa.org/html/stateinfo/laws/cellphone_laws.html

3. Action. In accordance with Job Corps Policy and Requirements Handbook Section 5.19, R2.e: “Drivers shall not engage in text messaging, or use personal or government-supplied electronic equipment, when operating government-owned or leased vehicles, or when driving privately owned vehicles while on official government business.” The Job Corps community is encouraged to:

- Post signs inside vehicles and within vehicle parking garages or lots prohibiting texting and talking on cellular phones while driving.
- Require drivers to pull over before making or answering cellular phone calls.
- Prohibit use of cellular phones while operating center vehicles except in emergency situations.
- Provide drivers with access to driver training that discourages the use of cellular phones while driving.
- Ensure that drivers required to have a CDL are aware of revised disqualifying offenses that include convictions for violation of state or local distracted-driver laws.

The following resources are provided to assist the Job Corps community with enhanced vehicle safety programs to include education and awareness of the dangers of distracted driving:

- CDC, Distracted Driving: http://www.cdc.gov/motorvehiclesafety/distracted_driving/
- NHTSA, Driving Safety: <http://www.nhtsa.gov/Driving+Safety>
- NHTSA, “Take the Pledge:” <http://www.distraction.gov/content/take-action/take-the-pledge.html>
- National Safety Council (NSC), Distracted Driving Awareness Month:
http://www.nsc.org/safety_road/Distracted_Driving/Pages/DDAM.aspx

- NSC, “Alive at 25” Teen Driving Course:
http://www.nsc.org/products_training/products/MotorVehicleSafety/Pages/TeenDriving.aspx

Addressees are to ensure this Information Notice is distributed to all appropriate staff.

4. Expiration Date. Until superseded.
5. Inquiries. Direct all inquiries to Heather Edmonds at edmonds.heather@dol.gov or (202) 693-3774.