



# CELL PHONE USE

OSBT SP-014-00

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EMPLOYEE EDUCATION 2019

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## General Requirements

- Be mindful of your co-workers
- Your ability to get your work done should not be affected
- This training will review some rules you should follow if you have your cell phone at work.



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## 1. Be Mindful of Your Ringtone

- Ringers can be on while in the office.
- Ringtones should not be loud, offensive or distracting.

## 2. Find a Private Place to Make Cell Phone Calls

- It's okay to use your cell phone at work, for lengthy and/or personal calls, find a quiet/private area to talk. (breakroom, employee lounge, outside)

## 3. DON'T DRIVE DISTRACTED. Stop the texts. Stop the wrecks.

- Distracted driving is a deadly behavior. Federal estimates suggest that distraction contributes to 16% of all fatal crashes, leading to around 5,000 deaths every year.
  - Fact #1 - Five seconds is the average time your eyes are off the road while texting. When traveling at 55mph, is enough time to cover the length of a football field.
  - Fact #2 - Engaging in visual-manual subtasks (such as reaching for a phone, dialing and texting) associated with the use of hand-held phones and other portable devices increases the risk of getting in a crash by three times.
  - Fact #3 - 11% of all drivers under the age of 20 involved in fatal crashes were reported as distracted at the time of the crash. This age group has the largest proportion of drivers who were distracted

# Thank You!

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Thank you for completing Cell Phone Use!  
Complete the [Cell Phone Use quiz](#) to receive credit for this module.

Have questions?  
Contact [HSSE@osbt.com](mailto:HSSE@osbt.com)