

2600SEG120

STANDARD FOR THE USE OF SAFETY BELTS WHILE DRIVING MOTOR VEHICLES

1.0 PURPOSE

This Standard establishes the indications to follow, and the duties and responsibilities that employees, contractors and third parties have to utilize and maintain the safety belts in official, personal, or rented vehicles in good conditions within the areas or during official missions under the responsibility of the Panama Canal Authority (ACP).

2.0 BACKGROUND

This Standard replaces the “Seat Belt Use Policy” contained in Appendix A, Chapter 790 of the former Panama Canal Commission Personnel Manual (PCPM).

3.0 SCOPE

This Standard applies to all employees, contractors and third parties who are within the installations, vehicles and areas under ACP responsibility.

4.0 LEGAL FOUNDATION

This Standard is established pursuant to Agreement No. 12 of the Board of Directors of the Panama Canal Authority (ACP), Chapter I, Article 3, on the Regulation on Safety and Occupational Health /Occupational Risk and Health Control Regulation of the Panama Canal Authority (ACP) titled *Reglamento de Control de Riesgos y Salud Ocupacional*.

5.0 DEFINITIONS

At the time of the writing of this Standard all the words and terms were familiar to the users.

6.0 GENERAL

6.1 The vehicles shall have accessible, clean, and functional safety belts.

6.2 Vehicle occupants shall fasten their safety belts.

7.0 RESPONSIBILITIES

7.1 Of the vehicle driver:

7.1.1 Avoid moving the vehicle until all its occupants have appropriately fastened their safety belts.

7.1.2 Contractor shall provide training for their own employees.

7.1.3 Notify the supervisor of occupants unwilling to comply with this Standard.

7.2 Of the chiefs and supervisors:

7.2.1 Disseminate this Standard and guarantee that all employees under his/her authority use the safety belt.

7.2.2 Ensure that the safety belts and other movement restrictive devices are accessible, clean and appropriately functioning, and immediately report faulty belts so they are repaired or replaced.

2600SEG120

STANDARD FOR THE USE OF SAFETY BELTS WHILE DRIVING MOTOR VEHICLES

7.3 The Protection and Emergency Response Division (OPP) through its assigned units at the entrances and exits of the installations shall verify and point out to all the vehicle occupants described in this Standard the proper use of the safety belt.

8.0 INQUIRIES

Any information or clarification of the content or application of this Standard must be requested in writing to the Safety and Industrial Hygiene Unit (RHSH).

9.0 EXCEPTIONS

There are no exceptions to compliance of this Standard.

10.0 TERM

This Standard shall remain in force until amended or revised.

11.0 REFERENCES

11.1 Appendix A, Chapter 790 of the Panama Canal Commission Personnel Manual (*Manual de Personal del Canal de Panamá*) (PCPM).