



Memo

Date: April 8, 2004

To: All BNL Employees, Guests, and Contractors

From: P. Chaudhari, Director *Prasen Chaudhari*

Subject: Traffic Safety Enforcement

I am very concerned about traffic safety at the Laboratory. The results from recent investigations of several serious motor vehicle accidents involving pedestrian injury, driver injury, and motor vehicle damage, as well as the traffic safety assessment by Liberty Mutual, indicate a greater need for traffic safety awareness, compliance, enforcement, and accountability. In addition, our security force informs me that traffic violations data show we have employees, guests, and non-employees who are not complying with the rules.

To address these concerns, we have started an awareness campaign by highlighting traffic safety issues in the *Bulletin*, the *Environment, Safety, and Health Monthly Summary* by J. Tarpinian, and the *Monday Memo*. However, an awareness campaign alone is not enough, so I am instructing all supervisors to treat violations of traffic safety rules as they would other safety violations by members of their staff, and to include such violations in employee performance reviews.

Traffic tickets are to be issued to drivers who do not comply with New York State (NYS) vehicle and traffic laws, including exceeding posted speed limits, failing to obey stop lights or stop signs, failing to yield to pedestrians in crosswalks, following too closely, illegally parking, using a cell phone while driving, or not wearing seat belts.

At a minimum, supervisors are required to meet with each of their employees who receive a citation to reinforce the importance of following safety requirements. In the future when Safeguards and Security sends a notice to the Departments that a ticket has been issued, there will be a space on that notice requiring an acknowledgement by the Department that there was a discussion between the ticketed employee and their supervisor. Repeat violations or involvement in an at-fault vehicle accident will be treated as employee misconduct and will result in progressive disciplinary action including such measures as: verbal and written warnings, suspensions, loss of salary, loss of driving privileges, or termination of employment. Appropriate action will also be taken against non-employees who disobey NYS vehicle and traffic safety laws while visiting BNL up to and including loss of site access privileges.

Traffic violations are entirely preventable, and each of us is responsible and accountable for following the rules. Most importantly, I want everyone to return home injury-free every day. Everyone shares the responsibility to achieve this goal.