SUPERVISOR INSTRUCTIONS:

- Use toolbox trainings to encourage safety/environmental discussions during monthly meetings with employees.
- Campus Services’ employees should maintain the employee sign-in sheet in their department’s safety/environmental compliance binder as a record of training. All other groups should maintain a record of training in accordance with their Division’s training procedures.

With cold weather, there is a chance of winter storms. This can range from moderate snowfall to blizzard-like conditions. Winter storms can cause traffic accidents due to the icy roadways and hypothermia from prolonged exposure to the cold temperatures. However, there are multiple steps you can take to keep you and your family safe in the case of a winter weather emergency on the road. Two important steps you can take to ensure your safety during a winter weather event are being prepared and staying well informed. The city of Atlanta does not want a repeat of last year’s ice storm incident, which left thousands of drivers stranded on the road. Ensure that you and your family are safe this winter by being winter road ready.

**Predicting the Weather**

A key to staying safe on the road is to listen to meteorologists’ weather predictions on the conditions in which you may find yourself. Always remember to check the weather before you leave your home. By watching the news, listening to the radio, or checking online, you can decide whether or not it is safe to travel on the roads. If possible, adjust your schedule to avoid dangerous conditions. In addition, create an Emergency Family Communication Plan that establishes how you will get in contact with one another.

**Winter Driving Tips**

If you must drive in adverse weather conditions, here are some tips from the American Automobile Association (AAA) to remember:

- Never warm up a vehicle in an enclosed area; you can run the risk of carbon monoxide poisoning.
- Make certain your tires are inflated properly.
- Keep your gas tank at least half full to avoid gas line freeze-up.
- Avoid using your parking brake while driving in cold, rainy and snowy weather; this would cause your tires to lock and your car to slide.
- Do not use cruise control when driving on slippery roads.
- If your car starts to skid, always point your front tires in the direction you want to go.
• When driving on snow or ice, accelerate and decelerate slowly; this will allow your tires to retain traction.
• If you start to skid or slide, apply the gas slowly to regain traction.
• Increase your following distance. Remember: it takes longer to stop on snowy/icy roads.
• If possible, avoid all steep hills. If necessary, significantly increase following distance and do not stop completely.

**Winter Survival Kit for your Car**

We live in the south, so the chance of getting stranded on the road in Georgia is very slim. However, last year’s winter storm proved it possible. Therefore, be prepared for unexpected weather conditions and consider keeping an emergency kit in your car to ensure you are prepared.

Kits should include (routine trips):
- Blankets
- Winter clothing (boots, coat, hat, gloves, etc.)
- First aid kit
- Bottles of water
- Jumper cables
- Mobile phone (plus charger)
- Non-perishable food (granola bars, jerky, etc.)
- Flashlight (plus extra batteries)
- Ice scraper

Extras if traveling to colder areas or out of state:
- Collapsible shovel
- Bags of sand or cat litter (to pour on ice or snow for added traction)
- Brightly colored cloth (for increased visibility in the case of search and rescue)
- Tire chains (in areas with heavy snow)

**Questions for Discussion**

1. What should you always do before leaving your home?
   Check the weather.

2. True or False. You should decrease following distance when driving on icy roads.
   False. (You should increase following distance.)

3. List two of the items that should be included in your winter survival kits.
   Acceptable answers: blankets, winter clothing, first aid kit, water, jumper cables, phone, food, flashlight, ice scraper, shovel, sand, cat litter, brightly colored cloth and tire chains

**Credits**

Atlanta Ice Storm 2014. Retrieved from: <beaumontenterprise.com>
Ice and Snow. Take it slow. Retrieved from: <safety.smart911.com>
First Aid. Retrieved from: <globalsources.com>
Gloves. Retrieved from: <geoffffox.com>