FEB 20 1985
ID. TRANS. DEPT.

FEB 11 1985
I.T.D. DIV. OF HIGHWAYS
Bridge Section

THE OFFICE OF THE GOVERNOR

EXECUTIVE DEPARTMENT
STATE OF IDAHO
BOISE

EXECUTIVE ORDER NO. 85-5

ESTABLISHING THE MANDATORY USE OF SEAT BELTS BY ALL STATE EMPLOYEES WHEN TRAVELING ON OFFICIAL BUSINESS

WHEREAS, greater use of safety belts by American motorists dramatically cut highway deaths and injuries; and

WHEREAS, many large employers—including the Highway Division—have found that an active safety-belt use requirement ...

WHEREAS, private industry has found that ... and indirect costs of over $120,000 ...

WHEREAS, the opportunity to cut needless ... of the State of Idaho and taxpayers ... in an automobile accident; and

WHEREAS, the typical driver is five times ... employees of the State of Idaho and ... will benefit both employees and taxpayers ...

WHEREAS, the typical driver is wearing a seat belt ... an accident if the driver is wearing a seat belt ...

NOW, THEREFORE, I, JOHN V. EVANS, Governor of the State of Idaho, do hereby order and proclaim:

by the power vested in me by the Constitution and laws of the State of Idaho, that all employees of the State of Idaho while traveling on official business shall wear seat belts; and

Vehicle equipped with seat belts; and

Directors and Agency Heads of the State of Idaho to notify their employees of this order and to provide for its enforcement.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Great Seal of the State of Idaho to be affixed at Boise, the Capital, in the year of our Lord nineteen hundred eighty-five and of the Independence of the United States of America the two hundred ninth, and of the Statehood of Idaho the ninety-fifth.

BY THE GOVERNOR:
SECRETARY OF STATE

GOVERNOR OF THE STATE OF IDAHO

## Hand Signals

Bicyclists should signal when turning left (arm extended) or right (arm bent and upraised) before turning. But a hand signal need not be given if a bicyclist has difficulty controlling the handlebars or if the hand is needed to ride the bicycle. **Remember, your signal doesn't guarantee a car will yield the right-of-way.** Check carefully before turning into the flow of traffic.

## Yield To Pedestrians

Bicyclists must yield to pedestrians either on roads or when riding a bicycle on a sidewalk.

## Bicycle Racing

Bicycle racing may be authorized by state or local authorities. Approval of bicycle highway racing events is conditioned on assuring reasonable safety for all race participants, spectators and other highway users.

## Equipment

Any bicycle being ridden at night must have in use a light visible from a distance of at least 500 feet to the front, as well as a reflector clearly visible from the rear of the bicycle.

While not required by law, it is recommended that bicyclists and child passengers wear a safety helmet whenever riding.

## Bikes On Sidewalks

Unless prohibited by signs, it is legal to ride a bicycle on sidewalks. However, bicyclists must yield the right-of-way to pedestrians, and must give an audible signal before overtaking and passing pedestrians or other bicyclists.

## Tips For Safe Bicycle Driving

1. Signal for turns and stops.
2. Obey all traffic signs, signals and rules.
3. Yield the right of way to pedestrians.
4. Drive solo — only one on a bicycle.
5. Keep feet on the pedals at all times.
6. Keep both hands on the handlebars, except when signaling.
7. Drive with traffic in single file — close to the right-hand side of the roadway and watch for opening car doors.
8. Keep your bicycle in good repair.
9. Equip your bicycle with headlight, reflector and horn or bell.
10. Always walk bicycle across busy intersections.
11. Drive carefully, especially on wet or slippery streets.
12. Keep safe following distance — never hitch onto other moving vehicles.
13. Be sure roadway is clear before entering. Avoid busy streets and intersections.
14. Learn to drive in a safe place, keep off busy streets until you can drive well.

# IDAHO RULES OF THE ROAD FOR BICYCLES

Published and Distributed as a Guide for Persons Riding Bicycles in Idaho

as a Joint Project of the Administrative Office of the Courts and the Ida... Association

## DID YOU KNOW-

* traffi...

## OTHER SAFETY BELT USE LAWS

As of May, 1986, twenty five states and the District of Columbia had passed safety belt laws, including our neighbor states Washington and Utah.

In the first nine months of the New York State safety belt law, the safety belt use rate went from 12% to a high of 69%, and has averaged ... This increase in safety belt use has resulted in a 17% decrease in fatalities - that is a life ... of 165 people.

Idaho legislature passed this belt law to encourage people to buckle up. With more people buckle up, lives will be saved ... otherwise might be lost in car ...

## MORE INFORMATION

Buckle Up
IDAHO
YOUR LIFE IS IN YOUR ...

IDAHO
Driver's Manual

Official Highway Map
IDAHO

Post-it Note Pad
Self-Stick Removable Notes
654 1 Pad (100 sheets) 3 in x 3 in (76.2mm x 76.2mm)
3M
Worldwide Sponsor 1988 Olympic Games

EMPLOYEE TIME SHEET
ACTIVITY REPORT

TRANSPORTATION DEPARTMENT
ORG. REPT. 98600
WEEK ENDING 07/09/88

NAME Bearings, Bridgette (LAST, FIRST, M.I.) SOC. SEC. NO. 000-00-0000 TITLE Trans. Staff Engr.

STANDARD WORK WEEK 12:01 AM SUNDAY TO 12:00 PM SATURDAY

DISTRIBUTION BY ACTIVITY AND WORK AUTHORIZATION

| DATE: MONTH | DAY | YEAR | LABOR: HOURS | TYPE TIME | CLASS | COST DISTRIBUTION: CHARGE TO ORG. | WORK AUTHORIZATION CODE | RULE CODE | ACTIVITY CODE | LOCATION: DESIGNATOR | ROUTE, YARD, BUILDING, REFERENCE OR TRAINING NO. | BEGINNING OR SPOT MILEPOST | ENDING MILEPOST | WORK UNITS COMPLETED | MATERIALS: DESC. SUPV. | CLASS | QUANTITY | EQUIPMENT: EQUIP. NO. | MILES OR HOURS | EQUIP. NO. | HOURS | SPECIAL |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 01 | 07 | 04 | 88 | 8026 | | | | | | | | | | | | | | | | | | |
| 02 | 07 | 06 | 88 | 8011 | | | | | | | | | | | | | | | | | | |
| 03 | 07 | 06 | 88 | 8015 | | | I806010APED4141 | | 6414 | | 17 | | | | | | | | | | | |
| 04 | 07 | 07 | 88 | 8001 | | | | | 6110 | | | | | | | | | | | | | |
| 05 | 07 | 07 | 88 | 6001 | | | I806010APED4141 | | 6414 | | 17 | | | | | | | | | | | |
| 06 | 07 | 08 | 88 | 8012 | | | | | | | | | | | | | | | | | | |
| 07 | | | | | | | | | | | | | | | | | | | | | | |
| 08 | | | | | | | | | | | | | | | | | | | | | | |
| 09 | | | | | | | | | | | | | | | | | | | | | | |
| 10 | | | | | | | | | | | | | | | | | | | | | | |
| 11 | | | | | | | | | | | | | | | | | | | | | | |
| 12 | | | | | | | | | | | | | | | | | | | | | | |
| 13 | | | | | | | | | | | | | | | | | | | | | | |
| 14 | | | | | | | | | | | | | | | | | | | | | | |
| 15 | | | | | | | | | | | | | | | | | | | | | | |
| 16 | | | | | | | | | | | | | | | | | | | | | | |
| 17 | | | | | | | | | | | | | | | | | | | | | | |
| | | | TOTAL HOURS | 40 | | | | | | | | | | | | | | | | | | |

These various codes were used to denote time charged to projects for funding accounting ability.

* Employees were required to fill out weekly time sheets which were used for payroll

The equipment section denotes time spent working on the CADDS (computer aided drafting & design systems)

TOTAL EQUIPMENT MILES AND HOURS 14

I CERTIFY THAT ALL MY TIME HAS BEEN REPORTED AND IS TRUE AND CORRECT. IN THE EVENT OF MY ABSENCE, A HIGHER SUPERVISORY AUTHORITY MAY COMPLETE THE CERTIFICATION FOR ME, BUT MUST AFFORD ME THE OPPORTUNITY TO VERIFY HIS/HER CERTIFICATION.

Bridgette Bearings
EMPLOYEE'S SIGNATURE

I CERTIFY THAT THE TIME SHOWN HEREON IS AUTHORIZED AND THAT I HAVE EXAMINED THE DISTRIBUTION OF CHARGES AND FIND THEM TO BE ACCURATE AND CORRECT TO THE BEST OF MY KNOWLEDGE.

Carol L. Clark
SUPERVISOR'S SIGNATURE

LINE NO. / PROJECT NO.
holiday
vacation
1 LE to 5000150
-Hanner Dubois Jr.
medicine
sick leave

DOCUMENT NO.