



LAMPTON-LOVE, INC

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Date: September 18, 2025
To: All Branch Managers
From: Kelly Meeks 
Safety Director
Subject: Branch Office Monthly Safety Meeting – September 2025

Company policy requires that each branch office hold a minimum of one safety meeting each month with the documentation of the material covered and the attendance being recorded on the “Monthly Safety Meeting Minutes and Attendance Record” (see attached form). **Please detach the Monthly Safety Meeting Minutes and Attendance Record, fill it out and e-mail a copy to Lynn Mathis or LLSafety@lamptonlove.com.** *Please keep the original for your records.*

NOTE: ONLY the Monthly Safety Meeting Minutes and Attendance Records are to be sent in.

To assist you in complying with this requirement, the following subjects are for your Monthly Safety Meeting, for the month of September 2025. You may add topics, but please document the following topics:

Placarding & Railroad Crossing Rules for Commercial Vehicles

It is recommended that you thoroughly read this material prior to your meeting.

It is strongly recommended that you use the 3-ring binder to store the last 12 months of the Safety Meeting Minutes and Attendance Record Form!!! This material should be referred to or used to train new employees from the website. This manual should be kept in an area of the office that is easily accessible to all employees.

Be Smart...Be Safe and Be Courteous!!!



PROPANE
EXCEPTIONAL ENERGY

Placarding & Railroad Crossing Rules for Commercial Vehicles

When operating commercial vehicles, it's critical to follow all federal hazardous material and DOT regulations. Two areas that often get overlooked are **hazmat placarding** and **railroad crossing stops**.

Placarding Requirements

- Under federal hazardous material regulations (49 CFR), any truck transporting a cargo tank or bulk container with *residual propane* must be placarded just as if it were full. This applies unless the container has been completely cleaned and purged of all residue and vapors.
- You must **not placard** a truck that is not carrying hazardous materials. Displaying hazmat placards when not required **is a violation** of DOT rules.

Railroad Crossing Requirements

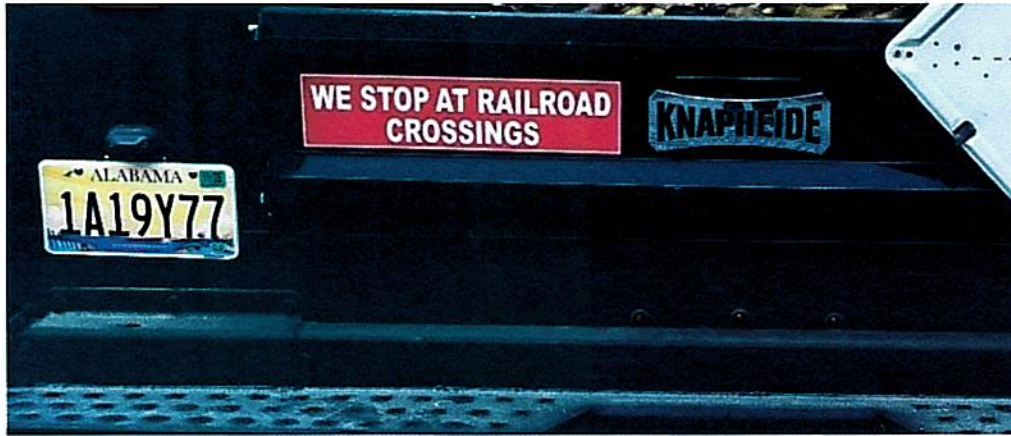
- When hauling hazardous materials, you must stop within **50 feet but no closer than 15 feet** from the tracks.
- Look and listen for an approaching train. Only cross once you are certain it is safe.
- Cross in a gear that does not require shifting while on the tracks.
- Exceptions:
 - Crossings controlled by a green traffic signal
 - Abandoned crossings
 - "Exempt" spur lines (industrial tracks)
These exceptions only apply if the driver can cross safely without stopping and without blocking traffic.

Reminders

- **All trucks must have railroad crossing stickers displayed to reinforce this safety requirement. Check your vehicle during pre-trip inspections and replace stickers if they are missing, damaged, or unreadable.**

Key Takeaway:

Placarding correctly and following railroad crossing rules are not optional—they are critical safety requirements. Proper compliance protects you, the public, and the company from serious accidents and costly violations.



SEPTEMBER 2025 MONTHLY SAFETY MEETING MINUTES & ATTENDANCE RECORD

Company Name: _____

City: _____ State: _____

Date: _____ Time Started: _____ Time Finished: _____

Instructed By: _____ Number Attending: _____

Subject Covered and Comments: Safety Meeting:

Placarding & Railroad Crossing Rules for Commercial Vehicles

By my signature below, I certify that I attended and participated in this Safety Meeting, and I understand the material presented.

Employee Name (Please print)	Employee Signature	License Expires *	Endorsements* *	DOT Physical Expires***
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				
9.				
10.				
11.				
12.				
13.				
14.				

**List driver's license expiration date in this column.*

***Check licenses for proper endorsements and re-testing (For example: "HazMat") List endorsements in this column.*

****List DOT physical expiration date in this column.*

By my signature below, I hereby certify that the employees listed above have been trained in accordance with the applicable regulation and curriculum for this monthly safety meeting.

Instructor's Signature: _____

Date: _____

E-Mail or fax this sheet only to: Lampton-Love, Inc. to:

Kelly Meeks/Lynn Mathis -- LLSafety@lamptonlove.com

P. O. Box 1607, Jackson, MS 39215-1607 Fax #:601-933-3417