

Memorandum



Metro-North Railroad

To: Distribution
From: Training Department - Safety Training
Date: October 9 2017
Re: 2017 Defensive Driving Classes

Here is our latest Defensive Driving class schedule:

Tuesday October 10	North White Plains C&S Building 2 nd Floor Classroom # 2	8:30AM	Blake Williams
Wednesday October 11	New Haven CCO Building	8:30AM	Frank Cinque
Thursday October 26	GCT, Conference Room 347 Madison 5 th Floor board Room	8:30AM	Joe Vallone
Friday October 27	Brewster Lunch Room 2 nd Floor	8:30AM	Anthony LaManna
Friday November 3	GCT 347 Madison Ave 5 th Floor	8:30AM	Kevin Kuebler
Friday November 3	Springdale CT Classroom	8:30Am	Anthony La Manna
Thursday November 9	Harmon Training Trailers Classroom 7	8:30AM	Luongo/Cusano
Friday November 10	Poughkeepsie 2 nd floor conference room	8:30AM	Joe Vallone
Monday November 13	North White Plains C&S Building 2 nd Floor Classroom # 2	4:30PM	Blake Williams
Tuesday November 21	Stamford 2 nd Floor Classroom	8:30AM	Frank Cinque
Tuesday November 28	GCT 347 Madison Ave 5 th Floor	8:30AM	Frank Cinque

Please note the fee for New York residents will be \$ 16.00.

Employees who operate Company or personal vehicles while engaged in Metro-North work must attend this class every three years.

We can accept students for Defensive Driving classes ONLY through completed enrollment forms sent by e-mail notification to the instructor listed above or defensivedriving@mnr.org.

We must accommodate employees who drive as a part of their jobs before we can accept other people in this class.

New York residents who attend a class held in New York State are entitled to a 10% reduction on their collision, no fault, and personal liability insurance. In addition, New York

residents are eligible for a reduction of up to 4 DMV points off their driving abstract. New York residents must pay a \$16.00 fee by check or money order to The National Safety Council to process the certificate for insurance carriers.

NOTE: Please advise your trainees to arrive for the Defensive Driving class promptly and to bring their drivers license. Also, please advise them that shorts and sneakers are not acceptable attire for classes, in that they are held on Metro-North property, on company time. Students who arrive more than 10 minutes after the start of the class or in sneakers and shorts will not be admitted.

Thank you very much.

Below is the list of some of the classes instructed the Training Departments – Safety Training Group:

- Bloodborne Pathogen
- Respiratory Protection
- Lead Awareness
- Confined Space Awareness
- Fall Protection
- Lock Out Tag Out
- OSHA 10 Hour and 30 Hour for the Construction Industry
- First Line of Defense Training – Open Enrollment offered Quarterly

If interested in enrolling in CPR/AED First Aid classes please contact Safety Training at:

mnrpraed@mnrc.org

To enroll, request or if you have any questions regarding any of the classes please contact Kevin Kuebler, Anthony LaManna or Joseph Vallone.

Thank you



DEFENSIVE DRIVING ENROLLMENT FORM

Day:	Facility:
Date:	Room:
Time:	

	EMPLOYEE NUMBER	LAST NAME, FIRST NAME (PLEASE PRINT)	DEPARTMENT	CDL ❖	MN ❖
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					
COURSE NUMBER		MNROPR0486	SECTION NUMBER		
Note: Hazardous Material Shipping Papers (MNROPR0526) also completed with this course					
❖ CDL= Commercial Driver's License			❖ MN= Company Driver		
Y= Yes N=No			Y= Yes N=No		
NOTE: When completed, please e-mail to defensivedriving@mnr.org					