



Instructions for On Line Defensive Driving Basics Training

Required AWC Advisory Standards Effective January 1, 2017

- All employees who operate City owned vehicles must complete a defensive driving course every 3 years, including law enforcement employees

Go on the **Internet** and type in this website www.awcnet.org and click Under Property and Liability tab click Education and Grants then to **Training RMSA-U**

In the New Login Section

PIN: *Your City e-mail address- shaver@cityofportorchard.us*

Password: 216Prospect

1. Click to see your courses and get started ! **Under Safety and Environmental:** Select the **Defensive Driving Training**

2.

Here's some additional information that may be helpful:

1. You can take your course any time day or night from any computer with internet access.
3. You can stop in the middle of a course and come back later – the system remembers where you left off.
4. **Your certificate of completion will be saved so there is no need to print it.**