



## VEHICLE SPEEDING AND ACCIDENTS

Number: 11.2

Date of Issue: 02/01/2020

Section: Transportation

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### PURPOSE

The Vehicle Accident and Speeding policy establishes guidelines for safely operating a Company vehicle, rental car, or personal vehicle used on behalf of the Company. The purpose of this policy is to avoid accidents, damage to Company property or the property of third parties, and to avoid injury to employees and the general public.

### SCOPE

All personnel of Rival Services ("Rival") shall be subject to the requirements of this policy, unless compliance would violate local law or regulation. Rival personnel include any agency or leased laborers under direct supervision of the Company where we collect and report their man-hours.

Personnel shall comply with the requirements of this policy whether operating a Company vehicle, Company-sponsored vehicle, or personally-owned vehicle which is being utilized for Company purposes or during Company time, which includes the time necessary for driving to and from work.

In all cases only authorized employees will drive a motor vehicle in the course and scope of work or operate a company-owned vehicle.

### GENERAL GUIDELINES

- First and Second offense of speeding more than 10 MPH past the posted speed limit in a 30-day period will result in an email from department supervisor notifying employee of driving violations.
- Third offense of speeding more than 10 MPH past the posted speed limit in a 30-day period will result in the employee being required to park their company vehicle in the Fort Morgan yard for one week, regardless of position and where they live. The employee will be responsible for transportation and transportation cost of getting to and from the yard. They will be allowed to drive their company vehicle from the Fort Morgan yard to the location(s) and back to the yard only.
- Fourth offense of speeding more than 10 MPH past the posted speed limit in a 30-day period will result in the employee being required to park their company vehicle in the Fort Morgan yard for two weeks, regardless of position and where they live. The employee will be responsible for transportation and transportation cost of getting to and from the yard. They will be allowed to drive their company vehicle from the Fort Morgan yard to the location(s) and back to the yard only. The employee will also have a written warning signed by employee and supervisor.
- The fifth offense of speeding in a 30-day period will result in further disciplinary action, up to and including termination.



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- If employee is in a vehicle accident and is at fault, the employee will receive a write up and will be required to park their company vehicle in the Fort Morgan yard for one week, regardless of position and where they live. Making the employee responsible for transportation and transportation cost getting to and from the yard. They will be allowed to drive their company vehicle from the Fort Morgan yard to the location(s) and back to the yard only.
- Unreported damage to vehicles will result in the employee being required to park their company vehicle in the Fort Morgan yard for one week, regardless of position and where they live. The employee will be responsible for transportation and transportation cost of getting to and from the yard. They will be allowed to drive their company vehicle from the Fort Morgan yard to the location(s) and back to the yard only. The employee will also have a written warning signed by employee and supervisor.
- Company vehicles are to be used for company business. Personal use of company vehicles is not allowed without prior approval by supervisor.

### COMPLIANCE TO STATE AND LOCAL LAWS

All drivers operating a Rival Services-owned or leased vehicle will comply with all local and state applicable laws. Violations to adhere to these laws may lead to disciplinary action, including but not limited to, loss of company driving privileges, suspension, or termination.