



## DRIVING POLICY

Volunteer(s) assigned to driving duties ("drivers") must meet the following criteria:

- must have a current, valid driver's license for the state of Louisiana
- must maintain a clean driving record, i.e., must remain insurable under Community Christian Concern's insurance policy.
- must operate the vehicle in a safe and professional manner at all times

Any volunteer driving a Community Christian Concern of Slidell (CCC) vehicle and/or on CCC business must observe all safety, traffic, and criminal laws of this state. No driver may consume alcohol or illegal drugs while driving a CCC vehicle, while on the agency's business, or prior to the volunteer's shift. In addition, no driver may consume or use any substance, regardless of legality or prescription status, if by so doing, the driver's ability to safely operate a motor vehicle and carry out other work-related duties would be impaired or diminished. No driver may pick up or transport other volunteers while in a CCC vehicle and on the agency's business, unless there is a work-related need to do so. Any illegal, dangerous, or other conduct while driving that could place the lives or property of others at risk is strictly prohibited and may result in a termination of a driver's assignment.

Anything a driver does in connection with the operation of a motor vehicle can affect that driver's fitness for duty or insurability as a driver. Regardless of fault, circumstance, on- or off-duty status, time, or place, any driver who receives a traffic citation from or is arrested by a law enforcement officer, or who is involved in any kind of accident while driving, must inform the Volunteer Coordinator or Executive Director about the incident immediately or as soon as possible thereafter. Any penalty, fine, imprisonment, fee, or other adverse action imposed by a court in connection with such an incident must be reported immediately to the Volunteer Coordinator or Executive Director. Any volunteer who violates any part of this policy, or who becomes uninsurable as a driver, will be subject to reassignment.

I have read, understand and agree to abide by Community Christian Concern of Slidell's Driving Policy

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*Participant Signature*

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*Date*