

Motor Vehicle Safety

Vehicles



All operators of City owned motor vehicles, or employees driving personally owned vehicles for City business, must

- take a City approved Defensive Driving Course within the 1st year of employment
- repeat the Course every 3 yrs thereafter
- possess a valid (State) driver's license appropriate for the type of vehicle being operated.

Equipment



All operators of City owned motorized equipment are required to pass a Department equipment operations test consisting of

- driving & operating procedures
e.g. backing, stopping, parking, turning &
- any other operation applying to the specific type of equipment being operated.

The operation of all vehicles or motorized equipment shall be in a safe & prudent manner to protect the operator, passengers, City property & general public.

Each driver is responsible to perform:

- daily pre-operation check
- post-trip inspection forms &
- *immediately* report all mechanical and/or safety defects to the supervisor.

All drivers & passengers must wear safety belts.

All drivers are banned from participating in any activity while driving which will create:

- a visual distraction
- cognitive distraction or
- manual distraction.

This specifically precludes the use of:

- cell phones or other devices to answer or make phone calls
- reading
- initiating or responding to emails & text messages
- adjusting global positioning system &
- accessing the internet.