

Company Name



June 24, 2016

At [Company Name] we value the lives and safety of our employees and contractors. Seatbelts are proven to greatly reduce the risk of dying or being seriously injured in a minor vehicle crash. Of course, seatbelt usage is also a federal requirement for commercial drivers under FMCSR 392.16. Additionally, as of August 8, 2016, all passengers riding in large commercial trucks will be required to use seat belts whenever the vehicles are operated on public roads in interstate commerce. To support our commitment to employee safety and compliance with the law, our company has adopted the following policy regarding employee seatbelt usage.

All [Company Name's] employees, contractors, and their passengers are required to use a seatbelt when traveling in any vehicle while in the course of conducting company business. This policy applies to employees, independent contractor truck drivers, and those who operate other company vehicles.

Failure to abide by this stated policy will be considered a violation of our company policy and will subject the person who is in violation to disciplinary action, which could include suspension and possible termination of employment or termination of lease.

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President's Name

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President's Signature