

Distractions significantly affect the focus needed to safely operate a motor vehicle. As professional drivers we need to ensure that we are focused on safely operating our vehicles and maintaining full concentration to our driving task.

By limiting the use of cell phones (including texting and hands-free devices) to times when we are not operating a motor vehicle, we will reduce our exposure to accidents and/or injury.

It is not a requirement for a driver to have a cell phone while operating a [Company Name] owned/leased vehicle. Cell phone use is only allowed in conjunction with a hands-free device and only in the following limited circumstance: Should a driver receive an incoming call while operating a [Company Name] owned / leased vehicle; if necessary he/she may briefly acknowledge the incoming call and inform the caller that he/she will call back once they have pulled over (when it is safe to do so), or once they have reached an authorized layover location and the vehicle is safely parked.

Texting while operating a company owned vehicle is NEVER allowed.

The use of texting in this policy may include phone texting, PDA use, satellite communication or any other existing texting communication device.

Violations of this policy may result in disciplinary actions, up to and including termination.

Driver Signature

Date