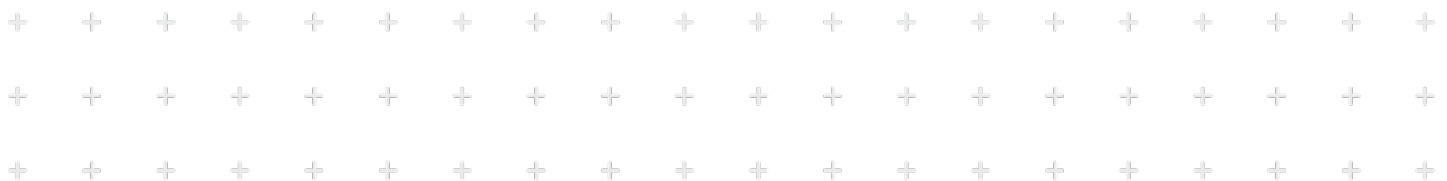


# RECOMMENDED FLEET SAFETY PROGRAM COMPONENTS



- + Statement of Policy
- + Identification of Authorized Drivers
- + MVRs
- + Driver Qualifications
- + Vehicle Inspection and Maintenance
- + Driving While Impaired (DWI)/Driving Under the Influence (DUI)
- + Personal Use of Company Vehicles
- + Use of Personal Vehicles on Company Business
- + Passenger Policy
- + Security Policy
- + Operator Distractions/Cell Phone Policy
- + Accident/Incident Reporting Procedures
- + Driver Training
- + Disciplinary Action
- + Employee Acknowledgment



This material is for general information only and should not be considered as a substitute for legal, medical, tax and/or actuarial advice. Contact the appropriate professional counsel for such matters. These materials are not exhaustive and are subject to possible changes in applicable laws, rules, and regulations and their interpretations.