

## **Disciplinary / Corrective / Informative Action**

There are many reasons a driver becomes a higher risk driver. A driver could be careless or reckless. They could have a medical condition or use medications that alter their normal state or their physical skills could be changing as part of a normal aging process.

The action taken with a driver will depend upon why they are driving. Are they an employee, volunteer or member of a religious congregation?

For employees and volunteers it is critical that an organization is aware of the driver's history, which includes violations and prior accidents. The more an individual drives or transports passengers, the more critical it is that a driver's history is researched.

If negative employee action is taken after an investigation of a driver's history, it is important to be consistent with this action. If not an employee may have the perception that they are being singled out not for their driving history, but their gender, race, national origin, etc.

To be consistent in the action you take it is best to have a policy and follow it. It should be consistent both by position and by history. For employees, volunteers and members of a congregation; not allowing someone to drive should be considered when the following has occurred:

- ✓ Driving under the influence of alcohol or drugs (DWI).
- ✓ Hit and run.
- ✓ Failure to report an accident.
- ✓ Negligent homicide arising out of the use of a motor vehicle.
- ✓ Operating during a period of suspension or revocation.
- ✓ Using a motor vehicle for the commission of a felony.
- ✓ Operating a motor vehicle without the owner's authority.

Other high risk actions may include:

- ✓ Permitting an unlicensed person to drive.
- ✓ Reckless driving.
- ✓ Speeding.
- ✓ Two preventable accidents in a 12 month period.

Drivers who are identified as high risk or in violation may be subject to several actions from management including but not limited to:

1. Attendance of a defensive or driver safety course, (consider on their own time and expense).
2. Driver may be required to use their personal vehicle, (rare circumstance).
3. Driving privileges suspended or revoked.