

## VEHICLE SAFETY POLICY STATEMENT

The Ohio Northern University vehicle safety policy is based on a conviction that the well being of our employees and students must be one of our major considerations in all of our operations and university functions. Our employees and students are our most important assets, and their safety is one of our greatest responsibilities.

The goals of our safety program are in the interests of preventing accidents and to insure personal safety. Every employee and student who accepts the responsibility to operate a motor vehicle owned by Ohio Northern University should consider safety as a fundamental part of his/her responsibility.

As we make safety a priority at Ohio Northern University, we will find that accidents are not inevitable; they can be controlled and prevented.

The undersigned, \_\_\_\_\_, is either employed by or is a student of Ohio Northern University and will be the operator of a motor vehicle owned by Ohio Northern University.

Employee/student warrants to Ohio Northern University that he/she has not accumulated more than (2) minor traffic violations and or one major violation within the past thirty-six (36) months on his/her operators license. A major traffic violation includes driving under the influence of alcohol or drugs, reckless operation, hit/skip, driving under suspension, fleeing or eluding law enforcement.

Employee/student understands that it is the policy of Ohio Northern University that individuals must comply with all traffic regulations, laws, and ordinances in the operation of university-owned vehicles. The driver and all passengers must wear a safety belt while the vehicle is in motion. It is the policy of Ohio Northern University that an operator of a vehicle owned by the university, who is convicted of a traffic violation or any offense mentioned in this statement, would be subject to disqualification from operating any vehicle owned by the university. The health and safety of the citizens of the community and the university environment depend on the safe operation of university-owned vehicles by all operators.

The undersigned acknowledges he/she has read this statement and has full understanding of the matters set forth in it and will fully comply with the regulations and directions. The undersigned also understands that attendance at the required safety classes is mandatory.

I understand that my driving record affects the insurability of Ohio Northern University. If two or more additional violations are incurred after being cleared to operate university-owned vehicles, involving more than two (2) minor moving violations or one major violation, this could result in disqualification from operating vehicles owned by the university. I agree that, if at any time I am convicted of a traffic violation while operating a motor vehicle, I will advise the university officials of the charge on my motor vehicle record.

I authorize Ohio Northern University officials to obtain my motor vehicle record to verify my driving record status. I understand that my record may be verified periodically at the discretion of university officials.

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(Employee/Student signature)

(Date)

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(Drivers license# and state of issue)

(SSN)

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(Date of Birth)

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(E-mail address)

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(Chief of Security)