



Rural Municipality of Corman Park No. 344 Policy

Policy # HR-025

Policy Title: Distracted Driving Policy

Policy Objective:

The R.M. of Corman Park is committed to protecting the health and safety of employees by prohibiting or restricting them from undertaking activities that distract their focus from driving responsibilities while operating any motor vehicle in the course of their work

Authority: (Bylaw#, Resolution date/#)

Resolution # 43 October 15, 2018 Council Meeting

In order to increase employee safety and eliminate unnecessary risks behind the wheel, The R.M. of Corman Park has enacted a Distracted Driving Policy, effective. This policy does not supersede any Provincial distracted driving legislation. We are committed to stopping distracted driving, and have created the following rules.

- R.M. employees may not use a hand-held cell phone while operating a vehicle – whether the vehicle is in motion or stopped at a traffic light. This includes, answering or making phone calls, engaging in phone conversations, and reading or responding to emails, instant messages, and text messages.
- This policy applies to all employees when **any** of the following five conditions apply:
 - Operating a R.M. vehicle or R.M. equipment including graders, tractors, scrapers, and dozers.
 - Operating a personal vehicle on R.M. business
 - Driving on R.M. property
 - Using a cell phone supplied by the R.M.
 - Using a personal phone for R.M. business
- Bluetooth or other hands-free devices are acceptable
- If R.M. employees need to use their phones, they must pull over safely to the side of the road or another safe location.
- Additionally, R.M. employees are required to:



- Consider modifying voice mail greetings to indicate that they are unavailable to answer calls or return messages while driving.
- Inform potential callers of this policy as an explanation of why calls may not be returned immediately.

The Employer shall not cause this policy to be violated.

Violations of this policy will be considered a serious matter and may be subject to disciplinary action. Employees are responsible for any infraction tickets received.

Violations of the distracted driving laws under The Motor Vehicle Act can result in fines and loss of points from the driver's license.