

Policy

3-7 Use of UTTC Equipment and Vehicles

Usage of UTTC motor vehicles requires a ND Driver's License and to be insurable, as defined by UTTC's Comprehensive Liability Insurance Carrier.

Employees who need to use a UTTC vehicle for work related travel must contact the Transportation Department and follow all Transportation Department policies and procedures, as well as any state law(s) when and where traveling.

Employees will exercise care and follow all operating instructions, safety standards, and guidelines when using UTTC equipment and vehicles.

Employees must notify their supervisors if any equipment or vehicle appears to be damaged, defective, in need of repair, or requires maintenance. Local law enforcement are mandated to report any accidents involving moving violations to the NDDOT Motor Vehicle Department which will affect the employee's personal driving record. The employee is subject to drug and alcohol testing immediately after an accident has been reported. As a driver (ND Driver's License) we are accountable for how we operate any vehicle; regardless of who owns the vehicle being operated.

Employees are subject to corrective action and/ or discipline, including and up to termination for the improper, careless, reckless, negligent, destructive, or unsafe operation of equipment or vehicles.

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