

Chambers County Distracted Driving Policy

In order to increase employee safety and eliminate unnecessary risks behind the wheel, Chambers County has enacted a Distracted Driving Policy, effective immediately. We are committed to ending the epidemic of distracted driving, and have created the following rules, which apply to any employee operating a county vehicle or their own vehicle while conducting county work:

- County employees may not use cell phones to send, read or respond to emails, instant messages, or text messages while operating a county vehicle or their own vehicle while conducting county work – whether the vehicle is in motion or stopped at a traffic light or stop sign.
- Additionally, Chambers County recommends that employees:
 - Turn cell phones off or put them on silent or vibrate before starting the car.
 - Consider modifying voice mail greetings to indicate that you are unavailable to return emails, instant messages, or text messages while driving.
 - Inform contacts of this policy as an explanation of why emails, instant messages, or text messages may not be returned immediately.
 - If county employees need to use their phones, they pull over to a safe location.
- Violation of this policy will result in disciplinary action by the department head to be consistent with Section 12.02 of the Personnel Policies of Chambers County, Progressive Discipline.
- Each employee will acknowledge in writing that they have received a copy of the Distracted Driving Policy, that they fully understand the terms of the policy, they agree to abide by the terms, and that they are willing to accept the consequences of failing to follow the policy.

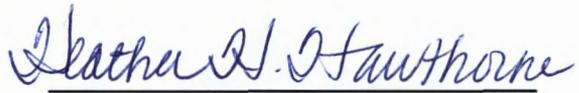
Effective Date

This policy will be in effect starting 7/24, 2012.

Adopted this 24 day of July, 2012.



County Judge



County Clerk

EMPLOYEE ACKNOWLEDGEMENT FORM

Chambers County Distracted Driving Policy

Employee: Please read the Distracted Driving Policy. Your signature must be witnessed by your supervisor.

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- Violation of this policy will result in disciplinary action by the department head to be consistent with Section 12.02 of the Personnel Policies of Chambers County, Progressive Discipline.
- Each employee will acknowledge in writing that they have received a copy of the Distracted Driving Policy, that they fully understand the terms of the policy, they agree to abide by the terms, and that they are willing to accept the consequences of failing to follow the policy.

I acknowledge that I have received a written copy of the Distracted Driving Policy, that I fully understand the terms of this policy, that I agree to abide by these terms, and that I am willing to accept the consequences of failing to follow the policy.

Employee Signature (Witnessed by Supervisor)

Date

Employee Name (printed)

Supervisor Signature
(Please return signed forms to Nikki Whittington in HR)