



Distracted Driving Policy

Please read the Distracted Driving Policy, sign and return.

In order to increase employee safety and eliminate unnecessary risks behind the wheel, M J Church Plant Ltd has enacted a Distracted Driving Policy, effective June 8, 2016. We are committed to ending the epidemic of distracted driving, and have created the following rules, which apply to any employee operating a company vehicle or using a company-issued mobile phone/device/sat nav while operating a personal vehicle:

- Company employees may not use a mobile phone (including hands free)/device/sat nav while operating a vehicle – whether the vehicle is in motion or stopped at a traffic light. This includes, but is not limited to, answering or making phone calls, engaging in phone conversations, and reading or responding to emails, instant messages, and text messages.
- If company employees need to use their phones or sat nav, they must pull over safely to the side of the road or another safe location.
- Additionally, company employees are required to:
 - Turn mobile 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 answer calls or return messages while driving.
 - Inform clients, associates and business partners of this policy as an explanation of why calls may not be returned immediately.
 - Program sat nav systems prior to departure.

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

Date

Employee Name (printed)
