



Risk control at UFG Insurance | riskcontrol@unitedfiregroup.com | 800-828-2705

Cell phone usage policy: hands free

distracted driving policy

To improve employee safety and eliminate unnecessary risks while operating a vehicle,

_____ has enacted a distracted driving policy, effective

_____.

We are committed to ending the epidemic of distracted driving and have developed the following policy which applies to any employee operating a company vehicle or a personal vehicle used for company business.

The policy applies to company issued cell phones, personally owned cell phones, hands-free devices, and similar electronic devices.

Hands-free options are recognized by the Department of Transportation (DOT) as an acceptable means of using a phone while driving, as long as each of the following restrictions are met:

- Use an earpiece or the speakerphone function.
- Use voice-activated or one-touch dialing. Dialing more than a single button is not allowed.
- The mobile telephone must be located where the driver is able to initiate, answer or terminate a call by touching a single button.
- The driver must be in the seated driving position and restrained by a properly installed and adjusted seatbelt. Drivers are not in compliance if they must unsafely reach for a mobile phone, even if they intend to use the hands-free function.
- If a mobile phone application is used on company-provided cell phones, it will be cause for termination or loss of driving privilege.
- The consequences of not following this policy are:

I fully understand the terms of this policy, agree to abide by these terms and will accept the consequences of failing to follow the policy.

EMPLOYEE SIGNATURE

DATE

EMPLOYEE NAME (PRINTED)

The information contained in this service bulletin was obtained from reliable sources. However, United Fire Group accepts no legal responsibility for the correctness or completeness of this information.

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