
5.0 MOTOR VEHICLE OPERATION

5.1 General

All motor vehicles shall be properly maintained and operated in a safe manner.

All employees must adhere to the following guidelines when operating a motor vehicle on company business:

- Drivers must hold a valid operator's license appropriate to the vehicle involved.
- Obey all traffic laws.
- Vehicle shall not be moved until the driver and all passengers are wearing seat belts.
- Drive with headlights on at all times.
- The rear of the vehicle is inspected prior to leaving to ensure no obstructions.

Name:

Date:

**BEIRSTO LEHNERS KETCHUM
ENGINEERING LTD.**

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