



Motor Vehicle Program Driver Acknowledgement

Before operating a Dalton State vehicle for official college business, employees must complete this acknowledgement. PRINT AND SIGN IT, and return to the Environmental Health, Occupational Safety and Risk Management office as required by the Motor Vehicle Use Policy. The signed certificate will be retained by the Coordinator of Environmental Health, Occupational Safety and Risk Management Office and must be completed ANNUALLY.

- I have a valid license for operating the vehicle and agree to have it in my possession.
- I have reviewed the Motor Vehicle Use policy.
https://www.daltonstate.edu/skins/userfiles/files/Motor-Vehicle-Use-Policy_Apr2019.pdf
- I have watched the "Auto Liability Program" video and "Driving Do's and Don'ts" video.
<http://doas.ga.gov/risk-management/risk-management-education-and-training/introduction-to-liability-insurance>
<http://doas.ga.gov/risk-management/risk-management-education-and-training/driving-dos-and-donts-training>
- I do not currently have more than 10 points on my driver's license.
- I agree to use vision correction measures while operating the vehicle on college business, if required by my driver's license.
- I agree to report any ticket or warning that I receive while operating any vehicle on college business.
- I have not had an "at fault" motor vehicle accident in the past six months.
- I do not have pending charges, or a conviction within the past six months, for any, of the following offenses: Driving Under the Influence, Driving While Intoxicated, Leaving the Scene of an Accident, Refusal to take a Chemical Test for Intoxication, Aggressive Driving, or Exceeding the Speed Limit by More than 19 mph (only if conviction would result in more than 10 points accumulated on the driving record) and I agree to notify Coordinator: Environmental Health, Occupational Safety and Risk Management immediately using Driver Notification Form should I be charged.
- I agree to notify the Environmental Health, Occupational Safety and Risk Management office of any changes involving the above listed offenses before I operate any vehicle for college business.
- I agree to notify my supervisor or the Coordinator: Environmental Health, Occupational Safety and Risk Management using Driver Notification Form immediately upon license suspension, revocation, or expiration.
- I understand that I will have an MVR background history check yearly in order to comply with the USG/DSC MVR policy.
https://www.daltonstate.edu/skins/userfiles/files/AuthorizationtoProcureMVR_Fillable.pdf

Signature

Date

Printed Name

Department / School