



# County of Lethbridge Policy Handbook

**EFFECTIVE:** June 16, 2011                      **SECTION:** 700    **NO.** 712 Page 1 of 1

**APPROVED BY:** County Council                      **SUBJECT:** Distracted Driving

**REVISED DATE:**

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## Purpose/Objective

The objective of this policy is to reduce the possibility of injury to the public and the County of Lethbridge's employees from distracted driving

## Enforcement

Enforcement of this policy is up to all County of Lethbridge employees. If an employee witnesses another employee failing to comply with this policy they shall report it to the employee's supervisor. An Investigation will occur and disciplinary actions will follow the County of Lethbridge guidelines.

## Procedures

While driving or operating County of Lethbridge vehicles and equipment employees are not permitted to use hand held cell phones or perform texting.

Employees are instructed to let all calls go to voicemail and reply when it is safe to pull over and stop.

In the event of an emergency, an employee may call 911 once the vehicle or equipment has pulled over safely and stopped.

Any employee who violates the policy will be subject to disciplinary actions, up to and including termination.