

University Baptist Church
Policies, Procedures and Guidelines Manual

Driver Safety Guidelines – Personal Vehicle Use

When members and others are requested by a staff member to use their personal automobiles to provide transportation to various church sponsored events, the following guidelines are to be followed. A staff member, designated by the Senior Minister, shall be responsible for the implementation of these guidelines.

- All such drivers shall be at least 21 years of age, possess a current driver's license and shall not have been convicted of a felony or misdemeanor involving moral turpitude.
- The driver will agree to notify the church in the event their driver's license is suspended or revoked, they are ticketed for any moving violation (including but limited to speeding, reckless or improper driving, etc.) or charged with an alcohol/drug related offense or if their insurance is cancelled or not renewed.
- The designated staff member will assess the information provided and determine if the individual may serve or should continue to serve as an authorized driver, whether it would be best to suspend driving privileges until charges have been adjudicated, etc.
- Drivers will provide a copy of their driver's license to the church every three years, or more frequently if requested, in order that updated records might be maintained.
- The driver will at all times maintain automobile liability insurance on his or her vehicle and agree to indemnify UBC and its agents in the event his or her negligence causes damage or injury to others. The driver's automobile insurance will constitute the primary liability or physical damage coverage in the event of an accident.
- Drivers will agree to use seatbelts/child safety seats (properly installed) at all times as applies for themselves and all their passengers.
- Drivers will complete a UBC Driver Safety Form on which they agree to the above guidelines. Completed forms shall be kept on file at UBC.

(1) Please note that these guidelines do not apply to members who arrange for and provide transportation to each other on an informal basis. UBC takes no responsibility for and does not seek to supervise such transportation.