

DRIVING ASSOCIATE TEAM RULES



1. Though we expect you will not be involved in collisions, **immediately report all accidents, incidents, and injuries** in which you are involved – regardless of fault or severity. **Please report by calling 888-489-0911 while still at the scene of the accident or incident.**

2. **Immediately report all DOT Inspections where any violation is cited** to your Terminal (Driver Development Manager).

3. **Properly wear your seat belt at all times** while operating the truck. If you are observed not wearing your seatbelt while driving the vehicle, you are in violation of the rule.

4. **Always drive in a safe and courteous manner.** Maintain a safe following distance and appropriate speed for conditions. A citation for driving in a reckless or dangerous manner, “tailgating”, or making a U-turn on a public highway, or a reliable observation of such conduct are considered violations.

5. **Do not stop/park on the shoulder of a public roadway,** including off-ramps and on-ramps other than in an emergency situation requiring such a stop. If such an emergency arises, promptly and properly deploy warning devices.

6. **Lock and seal every load. Do not drop a loaded trailer anywhere other than a secure Company yard or at the Customer after the load is signed for.**

7. **Do not drive distracted.** Do not use a hand-held phone or device while driving to place or receive phone calls, to text, to record or to stream video, or otherwise use the phone or a device such as a tablet or laptop computer to display video or interact with other people via applications such as social media, or Facetime while driving.

8. **Obey all traffic control devices.** A citation or reliable observation of such a failure may be considered a violation of this rule.

9. **All pets and passengers must be approved and authorized** in writing prior to transport. If authorized, you agree to follow the Company’s requirements regulating these privileges.

10. **You must observe the company’s Drug and Alcohol policy** and the federal regulations regarding drug/alcohol use at all times.

11. **Always carry your valid CDL and medical card** with you while driving. You must inform us immediately of any citation or action taken by the DMV or licensing authority in your state that might affect your commercial license including suspensions, disqualifications, and citations for moving and/or non-moving violations.

12. Safety technologies such as event recorders, collision mitigation/automated braking systems, electronic logs and others on the truck are there for your safety and the safety of the motoring public. **Do not disable or tamper with these devices or any equipment.**

13. Obey the Hours of Service (HOS) regulations and keep accurate Electronic Duty Status records. Receiving a roadside violation for HOS limits, false logs, or failing to provide records to enforcement may constitute a violation of this rule. Likewise, a pattern of non-compliance with Company requirements - including uncertified logs, Personal Conveyance abuse, or other substantive internal HOS violations may also constitute a violation of our Team Rules.

