

**ADMINISTRATIVE PROCEDURE 6801 TRANSPORTATION SAFETY**

The Chancellor directs that the following regulations are to apply to transportation safety in the Peralta Community College District:

All employees, who in the course of their employment, are required to drive a district owned vehicle shall have their driving record evaluated. Employees who intend, but are not required, to drive a district owned vehicle for any purpose must also have their driving record evaluated. The following requirements must be met prior to driving a district vehicle:

- A. A valid California Drivers License must be presented to the Risk Management Office.
- B. The Risk Management Office will verify the safety record of the driver's license file with the California Department of Motor Vehicles (DMV) and refuse authorization to drive a district vehicle on district business if the individuals DMV report shows:
  1. Failure to maintain a valid California Driver's License.
  2. 2 points in a 12 month period
  3. 3 points in a 24 month period
  4. 4 points in a 36 month period
- C. The DMV places points against a driver's license file as follows:
  1. One point if:
    - a. Involved in a traffic accident
    - b. Convicted of driving a motor vehicle unsafely
  2. Two points when convicted of:
    - a. Reckless Driving
    - b. Hitting an unattended vehicle without notifying the owner
    - c. Causing property damage, injury, or death by hit-and-run driving
    - d. Manslaughter involving a vehicle
    - e. Causing injury or death with a vehicle while evading a peace officer
    - f. Driving on the wrong side of a divided highway
    - g. Speed contest or exhibition of speed
    - h. Illegal transport of explosives
    - i. Driving under the influence of liquor and/or any drug

Approved by the Chancellor: May 11, 2012