

In-Vehicle Cell Phone Policy

AUTOSC LLC prohibits the hand-held use of a cell phone by the driver when the vehicle is in motion. The use of a cell phone by the driver is allowed only when the vehicle they are driving is parked.

In the case of an emergency situation, the drive must use a cell phone to contact emergency services only. An emergency situation is defined as a situation in which the drive or passenger(s) are in danger or in case of fire, traffic accident, road hazard or medical emergency.

If an employee's cell phone rings while they are driving, they should not answer the phone or reply to text messages. Violation of this policy will result in disciplinary action.

- Do let the call go to voice mail if you have this feature.
- Do not use the cell phone during hazardous conditions.
- Do not allow any hand texting while driving.
- You may (or may not) allow hands free use in CA. (Your company decision)
- Do not engage in distracting conversations.
- Pay attention to the road.
- Yes, do use your cell phone to call for help in an emergency.

Our Company's In-Vehicle Cell Phone Policy also applies to Text Messaging

SIGNATURE

DATE