

BENCO
Supported Living Program
POLICY AND PROCEDURE

SUBJECT: VEHICLES AND DRIVERS
OAR: 411-328-0710 (1) a-d (2)

POLICY:

Benco employees will follow Oregon Department of Motor Vehicle laws and use defensive driving skills while operating Benco vehicles or transporting individuals using their own vehicle.

PROCEDURE:

- Vehicles and Drivers:
 - **(1) a-d** Benco employees who use their own vehicle or use Benco vehicles to transport individuals, must: maintain the vehicle in safe operating condition; comply with Oregon Department of Motor Vehicle laws; maintain insurance coverage including liability, on all vehicles; and carry a first aid kit in the vehicle.
 - **(2)** Drivers operating vehicles that transport individuals must meet applicable Department of Motor Vehicle requirements as evidenced by a valid driver's license. The employee must have a driving record that meets Benco's motor vehicle insurance standards.

Approved by:


Julie Hansen, Benco Board President

Date:

