JSK Trucking Company Inc 167 Rockbridge Rd SW Lilburn, GA 30047 770-925-2877 Office.JSKTrucking@gmail.com



# **SAFETY BELT/SEAT BELT USE IS MANDATORY!**

It is JSK TRUCKING COMPANY INC policy that every operator of our equipment and all occupants of any vehicle must wear safety belts while on company business. This applies to all personally owned, company-owned, leased, and rented vehicles.

## **Lap and Shoulder Belts**

Drivers must wear lap and shoulder belts when operating a motor vehicle. (FMCSR, Part 392.16)

### **Sleeper Berth Restraints**

For sleeper berths, occupant restraint systems installed by the manufacturer must be used, whether the system is at the entry point of the berth or incorporated as a belt-type restraint within the berth itself.

# **Use of electronic equipment Policy**

It is the policy of JSK TRUCKING COMPANY INC that no employee or leased driver will use any type of handheld electronic device while operating a company vehicle or while driving their personal vehicle on company business.

This includes, but is not limited to, cell phones, laptops, QUALCOMM, GPS systems, and calculators.

### Responsibility

It is the responsibility of the "Hiring Personnel" to inform each employee of this policy during new-hire orientation. It is the responsibility of all management and supervisory staff to always assure compliance with this policy by all employees.

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#### **Procedure**

Hiring personnel will inform each employee at time of hire as to the requirements of the Company pertaining to this policy. Hiring personnel will note the date that this policy is reviewed with each employee, in their employee file.

Any employee found violating this policy will be subject to disciplinary monetary action up to and including termination.

Any ticket received by a driver, for the illegal use of a cell phone or electronic device, will be the responsibility of the driver and must be reported to JSK TRUCKING COMPANY INC within 24 hours of its issuance. Additional penalties from JSK will occur.

Sing & Print:	Date:
Reviewed by:	Date: