

## CELLULAR TELEPHONE AND EQUIPMENT POLICY FOR THOSE DRIVING

\_\_\_\_\_ (Company name) policy is that cellular telephones and other electronic devices shall not be used while driving or at times when such use might be distracting to the user or otherwise cause a dangerous situation. Everyone should ensure that use of a cellular phone or other device does not interfere with safe performance of the job task being performed or the operation of any motor vehicle or mobile equipment. As an employee, I understand that failure to comply with this policy could result in corrective action up to and including termination.

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Employee signature

Date

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Printed name

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Supervisor signature

Date

*\*The information contained within our templates are solely suggested and should not be substituted for legal, financial or other professional advice. Any and all decisions and actions must be done through the advice and counsel of a qualified attorney, agent, financial advisor, CPA, or other professional. You should not rely on these as absolute or as legal advice. It is your responsibility to verify that your completed document is a truthful and accurate reflection of your company's policies and procedures. The safety of your employees depends not on the words on the paper but on your ensuring your company's adherence to the policies and procedures stated within your manual. We assume no liability for any Local/Industry/State/Country specific information which may or may not be covered. We urge you to periodically review the [www.OSHA.gov](http://www.OSHA.gov) website or other regulatory websites (that apply) for any regulation/ruling that may affect your business/organization.*