



### DRIVER MOTOR VEHICLE ACCEPTABILITY CHECKLIST

Authorization and re-authorization of employee or volunteer to operate a vehicle for us requires that the operator’s motor vehicle record of violations and accidents meet the minimum standards of acceptability shown below.

Motor Vehicle Record of \_\_\_\_\_  
(Name)

Is MVR more than 60 days old? No  Yes

**Note: If yes, record is unacceptable. Do not proceed. Obtain a current MVR.**

#### Violation Criteria:

MVR shows a conviction for a Category 3 (most serious) disqualifying violation: (Consider only those entries with occurrence dates between date MVR was produced \_\_\_\_\_ and date 36 months earlier \_\_\_\_\_.)

- Driving while under the influence of alcohol or controlled substance, or while intoxicated No  Yes
- Refusal to undergo testing for alcohol or controlled substance as required by state or jurisdiction No  Yes
- Leaving the scene of an accident involving a motor vehicle No  Yes
- Felony involving the use of a motor vehicle No  Yes
- Speed contest No  Yes
- Negligent homicide No  Yes
- Auto theft No  Yes

**Note: Any yes answer makes the record unacceptable. Do not continue.**



MVR shows a conviction for a Category 2 (serious) disqualifying violation: (Consider only those entries with occurrence dates between Date MVR was produced \_\_\_\_ and Date 12 months earlier \_\_\_\_.)

- Reckless driving No  Yes
- Driving while license is suspended or revoked No  Yes
- Operating a vehicle that has a suspended or revoked registration No  Yes
- Permitting an unlicensed person to drive No  Yes
- Using false/stolen registration plates on driver’s license No  Yes
- Having drugs or open containers of alcohol in vehicle No  Yes

**Note: Any yes answer makes the record unacceptable. Do not continue.**

If there are any of this type of violations on the MVR which occurred during the third or second years preceding the date the MVR was produced, enter them in the appropriate grid below as major violations.

***New Employee/Applicant Grid:***

	Most Recent Year	<u>Prior Year</u>	<u>Prior Year 2</u>	<u>Total</u>	Total is:
# of Major Violations (Category 2 or 3)					2 or More No <input type="checkbox"/> Yes <input type="checkbox"/>
# of Other (Non-Major) Violations (Category 1)					3 or More No <input type="checkbox"/> Yes <input type="checkbox"/>

**Note: Any yes answer makes the record unacceptable.**

***Current Employee Review Grid***

	Most Recent Year	<u>Prior Year 2</u>	<u>Prior Year 3</u>	<u>Total</u>	Total is:
# of Major Violations (Category 2 & 3)					2 or More No <input type="checkbox"/> Yes <input type="checkbox"/>
# of Preventable Accidents					2 or More No <input type="checkbox"/> Yes <input type="checkbox"/>
# of Non-Major Violations (Category 1)					4 or More No <input type="checkbox"/> Yes <input type="checkbox"/>
# of Non-Preventable Accidents					4 or More No <input type="checkbox"/> Yes <input type="checkbox"/>

**Note: Any yes answer makes the record unacceptable.**

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**Evaluation Summary:**

Record has only "No" answers and is Acceptable

Record has one or more "Yes" answers and is Not Acceptable

Evaluation Completed by: (Name) \_\_\_\_\_

Date \_\_\_\_\_

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