

APPENDIX J

VOLUNTEER DRIVER'S PROTOCOL & AGREEMENT

Rotary District 5040 takes the safe transportation of youth in our programs and care very seriously. Rotary Clubs have a responsibility to ensure that all volunteer drivers follow best practices when transporting youth. This form must be completed for any travel over 100km. Program Committees may adjust kilometers (lower to 50km) if it best suits their program.

This will authorize the following to transport youth participating in events/programs of Rotary District 5040:

NAME _____ CONTACT CELL # _____

MEMBER/VOLUNTEER OF WHICH ROTARY CLUB _____

YOUTH EVENT OR PROGRAM _____ DATE _____

FROM _____ TO _____

Authorized by: _____ Date: _____

(Authorization must be by Rotary Club President or Committee Chair)

'Trip Driver' is defined as any person authorized by Rotary District 5040 who has agreed to be a driver for specific transportation while driving their own or another licensed vehicle.

All drivers must be:

- 25 years of age or older
- Hold a valid BC Driver's License Class 5 or higher
- No license suspensions in the last 5 years
- No criminal code convictions

All drivers are advised that in order to ensure the automobile liability insurance coverage is not invalidated that the following are enforced:

- a. Use a licensed automobile which carries valid third-party liability insurance as required under legislation of British Columbia
- b. An incident report must be completed, with all available particulars, of any accident arising out of the use of an automobile during a trip.
- c. Where appropriate, the Rule of 2 should be in effect in cases of driving multiple youth of different genders.

Driving Contract

- I declare that I have a valid driver's license and the vehicle is insured by valid automobile insurance as required by provincial law.
- That the vehicle is mechanically fit and that there are seatbelts in working condition for all passengers. Seat belts must be worn by everyone and remain fastened at all times the vehicle is in motion.
- I will not leave youth unattended in a vehicle.
- I will drive the speed limits and obey all other provincial traffic laws and be a safe and responsible driver.
- I will control behavior issues within my vehicle. I will share any issues with the coordinator of the group I am driving for.
- I will abide by any restrictions Rotary District 5040 puts in place. (How many passengers, speed etc.)
- I am not under the influence of any medications, drugs or alcohol that will affect and endanger the youth in my care.
- I will avoid distractions when I am behind the wheel (e.g. loud music, eating, drinking, using cell phone, texting, or engaging in distracting conversations with other passengers, etc.).
- I will take responsibility for any accidents that occur because of poor judgment on my part.
- I will never allow youth to drive in my place.

I understand that if I do not follow all of these guidelines my ability to drive for future Rotary Youth events will be jeopardized. Rotary District 5040 has the right and authority to take away my driving privileges at any time.

Your signature below means that you have read the preceding statements and guidelines, that you agree to them, that you will abide by them, and that if at any time you cannot agree to the preceding you will let Rotary District 5040 know and discontinue driving.

Signature _____ Date: _____

