

Town Highway Drivers Licensing Policy

To be included in the Employee Handbook

Highway Department employees whose job duties include driving the Town's highway trucks must have and maintain a current and valid CDL class "B" or higher class of driving license along with a valid CDL medical card in accordance with the Federal Motor Carrier Safety Administration regulations 49 C.F.R. part 391, NH Admin. Rules Saf-C 900, and New Hampshire laws RSA 266:72-a(II). These employees are held to a non-excepted status due to frequent Interstate travel. Such employees are responsible for adherence to all local, state and federal commercial driving requirements and written Town policies and procedures.

The above referenced town highway employees will provide the Selectboard's administrative assistant with a copy of their current CDL license and medical card. They will also provide updated copies as needed or required.

CDL medical exams will be reimbursed by the Town and CDL drivers are required to hold a valid CDL medical card. If an employee fails a scheduled medical examination for the purposes of renewing a medical card, the employee will have thirty days to rectify the failure. They may continue to operate a motor vehicle until they pass the requirements for the medical card or the 30-day grace period expires. Should an employee not be able to conform to this policy within the grace period, the employee will be deemed out of service until such time as they can fulfill the requirements set forth above.

The above referenced town highway employees are subject to random drug and/or alcohol testing in conformance with federal regulations governing CDL licensees.

Failure to comply with any of these requirements may lead to the termination of the person in default.

Attorney approved 6/26/19

Adopted 06/26/2019 By the Orford Selectboard

Added to the Employee Handbook