



Attention All UofA Drivers

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Drivers: Did You Know?

- If you drive on University business, even in your own vehicle or a rental car, you must be registered as a driver with Risk Management Services.
- University business includes driving to and from the airport, off-site facilities and vendors.
- If you are not a registered driver, you and your department could be liable for damages that occur.
- If you ever do any driving for University purposes, you must register online with Risk Management Services.
- If you receive a violation on your driving record whether on university business or personal time, you must notify your supervisor as it may affect your UA driving status.
- Just because your driving record with the DMV is acceptable, it does not necessarily mean it is acceptable with the University
- If you know your driving status is conditional or unacceptable, and you don't notify your supervisor, potential ramifications could go up to termination.



Risk Management Services does a Motor Vehicle Review (MVR) at least annually for all drivers. Your driving record is reviewed dating back to the past three years and three months! Risk Management Services uses the point system below to evaluate your driving record. Moving violations, such as a speeding ticket, are 3 points. Serious violations, such as a DUI, are 6 points.

ACCEPTABLE 3 or fewer points	CONDITIONAL 6 – 9 points	UNACCEPTABLE 10 or more points
No more than one moving violation in the last 39 months Example: 1 speeding ticket = 3 points = Acceptable MVR	More than one, but not more than three moving violations in the last 39 months OR one serious violation in the last 39 months. Example: 2 speeding tickets = 6 points Or 3 speeding tickets = 9 points Or 1 DUI = 6 points Any of these situations = Conditional MVR	Four or more moving violations in the last 39 months OR one serious violation and two moving violations in the last 39 months OR two or more serious violations in the last 39 months. Example: 4 speeding tickets = 12 points Or 1 DUI (6 points) + 2 speeding tickets (6 points) = 12 points Either situation = Unacceptable MVR

Supervisors: Did You Know?



- Your department may be held liable for damages caused by an unregistered driver.
- Your department may also be held liable for someone driving a university vehicle for an unauthorized purpose.
- Supervisors are responsible for their employees' driving status
- If you continue to allow unacceptable or unregistered drivers to use university vehicles, you are in violation of university policy and may be held accountable.
- You are responsible to make sure your employees have registered online with Risk Management Services.

To complete online driver registration go to:

Risk Management Fleet Safety Website
<http://risk.arizona.edu/MVD/MVDForm.shtml>

Information Courtesy of:
 University of Arizona Risk Management Services

Contact:
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