

SECTION 400.20  
DISTRACTED DRIVING

Use of cellular phones and handheld communication devices safety is a primary concern when employees are driving a State Fleet vehicle or their privately-owned vehicle on state business.

In order to reduce the risks associated with distracted driving, it is the policy of LRSC to prohibit the use of cell phones (including hands free) or any other mobile device while operating a motor vehicle on state business. This restriction includes answering or making phone calls, engaging in phone conversations, reading or responding to e-mails and text messages, and accessing the internet.

These restrictions do not apply to emergency calls, or brief calls that are identified and designated as necessary to fulfill critical job responsibilities.

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**History**

Administrative Council Approved 400.21.01 04/18/13

Administrative Council Approved removing 400.20 (Custodial & Moving Services) 06/11/15

Administrative Council Approved adding Distractive Driving to 400.20.01 and move to 400.20 06/11/15