

# Distracted Driving Policy

In order to increase employee safety and eliminate unnecessary risks behind the wheel, Illinois College enacted a Distracted Driving Policy effective August 1, 2014. The College is committed to student, faculty, staff and guest safety and has created the following rules, which apply to any member of the campus community or guest operating a vehicle (company, personal or rental) for college-related business.

Illinois College prohibits the use of all hand-held electronic devices (cell phone, ipods/mp3 players, DVD players, GPS systems, etc.) while operating a vehicle whether the vehicle is in motion or stopped at a traffic light. This includes, but is not limited to:

- Answering or making phone calls and engaging in phone conversation without a hands-free device.
- Reading or responding to emails, instant messages or text messages.
- Changing songs, playlists, etc. on the hand-held electronic device.
- Changing DVD's, adjusting volume.
- Adjusting a route.
- Any additional action required to utilize an electronic device.

If a vehicle operator must engage with electronic devices without the use of a hands-free system, they must pull over safely to the side of the road or another safe location or request the assistance of a passenger.

Should a vehicle be taken out of state, the vehicle operator is expected to learn and adhere to the state's distracted driving laws. Should a state not have a law relating to the topic, the vehicle operator must abide by the College's policy as noted above. Normally, vehicle operators who do not adhere to this policy will have the use of College vehicles revoked and disciplinary action will be made at the discretion of the supervisor and/or the president.