

Transit External Employment Policy

Unit: Transit/Transportation Services

Contact: Mary Nye

Effective Date: 10/1/2019

Title: Assistant Director Human Resources

Revision Date: 9/20/2019

Purpose

This policy provides guidelines for employees in the Transit department regarding external employment to avoid potential conflicts of interest and to ensure the safety of our drivers and the campus community.

Policy

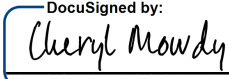
Any UA employee who drives a van or bus for the Transit department may not also drive a van, bus or any motorized vehicle for any other company or entity within 8 hours of the beginning of the shift in which the employee drives a van or bus for UA. Further, any UA employee who drives a van or bus for the Transit department may not also drive a van or bus on UA campus for any vendor used by UA to provide the same or similar services.

Any UA employee who is employed elsewhere must ensure that another job does not interfere with the employee being available to work their scheduled hours, being awake and alert at work, as well as being able to perform their duties and responsibilities to the expected standards.

Scope

All regular and temporary employees in the department who drive a bus or van for UA.

Office of the Vice President of Finance and Operations

Signed:  9/20/2019
Cheryl Mowdy
Assistant Vice President for Finance and Operations