# TRAFFIC TICKET POLICY

At [Organization Name], driving safely and according to the traffic laws is a number one priority. All employees who drive on behalf of the company must adhere to the rules set forth in the [Insert Policy: e.g., Safe Driving Policy] at all times. The purpose of this policy is to guide employees who sustain traffic tickets or other violations while driving on behalf of the company, whether using company vehicles or not.

Accidents and other traffic tickets and violations are not only dangerous, they can be costly in terms of fines or increases to company vehicle insurance.

POLICY

[Organization Name] employees are to adhere to the Traffic Safety Act (TSA) that governs the regulations of the road in Alberta. Drivers must ensure they operate all company vehicles in a safe manner at all times and follow all traffic laws.

Employees who obtain a traffic ticket while driving a company vehicle or driving on behalf of [Organization Name] must inform management right away.

[Organization Name] will not be held responsible for traffic tickets incurred by its employees, nor will it pay the fines or fees associated with these tickets. Employees who sustain a traffic ticket or other type of driving charge or fine while driving for [Organization Name] are responsible to pay for those fines. This includes the cost of legal representation for fighting any such speeding tickets or traffic fines.

Employees will be responsible to pay for or reimburse the company should any fines be issued against the company for a traffic violation against an employee. [Organization Name] will at all times adhere to the Employment Standards Code regulations surrounding deductions from wages, including a requirement to have written authorization and agreement from the employee for any deductions in wages.

EMPLOYEE ACKNOWLEDGEMENT

I acknowledge that I have read and understood the Traffic Ticket Policy of [Organization Name].

Print Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_