



Use of EPS Vehicles Policy

Purpose:

To ensure members operating vehicles in the course of their employment duties do so professionally, safely and in accordance with the law. This policy applies to sworn and civilian members and sets out the principles and responsibilities governing the use of vehicles.

Statement of Principle:

The EPS provides vehicles to support members in the performance of their duties and imposes operating requirements to ensure the safety of the public and members.

Definitions:

Definitions listed in this section apply to this document only with no implied or intended organization-wide or EPS Policy and Procedure Manual wide use.

Business Travel – The amount of business kilometers traveled by employees in the performance of their employment duties using their private vehicle. This does not include travel for personal business or travel between home and the location an employee normally reports to work, or the location designated as such for employees who normally travel directly between home and job sites. Employees that travel directly between home and a job site (other than a normal or designated normal work location), business kilometers may be claimed for that day as follows:

Total business kilometers including travel directly between home and work location
LESS ROUND TRIP KILOMETRES between home and normal or designated normal work location.

Policy Statement:

When operating an EPS vehicle or their private vehicle on business travel, all members must ensure they:

1. hold the necessary qualifications and training to operate that class of vehicle,



Manual Part: Operations (OP)	Policy Number: OP3PO	Alberta Policing Standards:
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2. are safety conscious and drive defensively at all times in order to ensure their own safety and the safety of others, and
3. always operate the vehicle in accordance with the road rules and EPS procedures.