Appendix 30-A
Sunbelt Controls Driver Evaluation Point System

The points and restrictions below are for violations that have occurred in the previous 3-year period as outlined below. We have established this point system for internal use and it is separate and distinct from state point systems.

Vehicle Violations / Prohibited Actions	Penalty	Duration
Manslaughter while under the influence	**Permanent Suspension**	**N/A**
Driving while impaired/intoxicated/under the influence	**Company Vehicle Privileges Suspended**	36-months from the date of the incident
Manslaughter	**Company Vehicle Privileges Suspended**	36-months from the date of the incident
Death by vehicle	**Company Vehicle Privileges Suspended**	36-months from the date of the incident
Highway racing or lending a vehicle for such purpose	**Company Vehicle Privileges Suspended**	36-months from the date of the incident
Willful refusal to submit to a blood or breath test	**Company Vehicle Privileges Suspended**	36-months from the date of the incident
Getting a license or learner's permit under false pretense	**Company Vehicle Privileges Suspended**	36-months from the date of the incident
Driving after a driver's license has been suspended / revoked	**Company Vehicle Privileges Suspended**	36-months from the date of the incident
Open Container	**Company Vehicle Privileges Suspended**	36-months from the date of the incident
Driving Under the Influence	**Company Vehicle Privileges Suspended**	60-months from the date of the incident

***PLEASE NOTE:** If a driver accumulates four (4) or more points within a 36-month span, the driver will not be authorized to drive company owned vehicles.

Vehicle Violations / Prohibited Action(s)	Point Value
Passing a stopped school bus loading or unloading children	**8**
At fault vehicle accident	**4**
Vehicle damage caused by intentional acts including horseplay or acts of violence	**4**
Reckless driving	**4**
Hit and run, property damage only	**4**
Following too closely	**4**
Driving on wrong side of road	**4**
Illegal passing	**4**
Running through stop sign or red light	**4**
Failure to stop for emergency vehicle	**4**
Speeding	**4**
Failure to yield the right of way	**4**

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Vehicle Violations / Prohibited Action(s)	Point Value
Failure to report an accident on the day of the incident to the Business Unit	**3**
Valid complaints from the public concerning driving practices	**2**
Failure to report citations within 3 days to the Business Unit	**2**
Unauthorized personal use of a company vehicle	**2**
All other moving violations	**2**
Vehicle damage caused by inattention such as improper loading, unloading, or improper securing of a load	**2**
Failure to report mechanical defects or need for servicing of vehicle	**2**
Discourtesy to other drivers or pedestrians	**2**
Any observation of erratic or dangerous behavior	**2**
Observed or ticketed not using seat belts	**2**

***PLEASE NOTE:** Point value cannot be reduced to below zero.

Earned Point(s) Actions	Point Value
12-months of clear driving	**-2**
Completion of any ACCO Engineered Systems approved driver-training course (minimum 4-hours) within any given 12-month period.	**-2**

The following action(s) will be taken based on the ACCO Engineered Systems Point System:

Points Earned	Penalty Requirement(s)	Reinstatement of Driver Authorization
4-9 Points	Attend company sanctioned 4-hour safe driver course.	N/A
10 or more	Driving privileges will be suspended. Attend a company sanctioned 4-hour safe driver course.	possible when points earned are reduced to below a total of 10-points
Suspension	Driving privileges temporarily suspended. Attend a company sanctioned 4-hour safe driver course.	possible when points earned reach below a total of 10-points
Permanent	Driving privileges are permanently suspended.	N/A

Note: If driving privileges are suspended either temporarily *OR* permanently, employment may be terminated if driving privileges are necessary to perform job functions