

# **THE CORPORATION OF THE TOWNSHIP OF O'CONNOR**

## **POLICY FOR MOBILE EQUIPMENT**

**PURPOSE:** To establish the standards for all mobile equipment for the Township of O'Connor.

### **EQUIPMENT OPERATORS**

**FULL-TIME EMPLOYEES:** Full-time employees shall show proof of a valid drivers licence to the Clerk-Treasurer which will be photocopied and kept on file. A driver's abstract shall be provided annually. Any cost incurred by the employee to obtain the driver's abstract will be reimbursed by the Township.

**PART-TIME EMPLOYEES:** Part-time employees, immediately upon rehiring, shall show proof of a valid drivers licence to the Clerk-Treasurer to be photocopied and kept on file. A driver's abstract shall be provided annually. Any cost incurred by the employee to obtain the driver's abstract will be reimbursed by the Township.

**MOBILE EQUIPMENT:**

- 1) All mobile equipment shall be completely steam cleaned or high pressure washed on a regular basis.
- 2) All mobile equipment shall be properly numbered, decaled and marked.
- 3) Prior to leaving the yard, all mobile radios shall be tested daily.
- 4) Prior to leaving the yard, a circle check shall be conducted on the vehicle or equipment being used.

**POLICY STATEMENT:** That the Leadhand provide Council with a written report annually on the general conditions of the Township equipment with a list of recommendations of future replacement or refurbishing of equipment.

**EFFECTIVE DATE:** This policy shall come in effect as of February 25, 1993.

Reference - Council Resolution #6 - February 25, 1993.  
- Council Resolution #9 - February 26, 2001  
- Council Resolution #7 – March 9, 2009