Fermilab

Section Office
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Memorandum

February 16, 2010

To: Bruce Chrisman

From: Nancy Grossman

Subject: Revised FESHM Chapter 9010 Traffic Safety

FESHM Chapter 9010 Traffic Safety has been revised. Changes include the following:

***Driving*:** Updated definition.

Excessive speed: Redefined as 15 mph over the posted speed limit, rather than 20 mph over.

***Parking Violations*:** Upon receiving four citations within any 90 day period, a final written warning will be issued and the employee will be required to take 5 days suspension without pay.

***Moving Violations*:** Upon receiving three citations within any 180 day period, a final written warning will be issued and the employee will be required to take 5 days suspension without pay.

***DUI Arrest on Site*:** Disciplinary action guidance for employees, users, visiting scientists, contractors and guests has been added.

***Distracted Driving*:** Fermilab prohibits the use of mobile communications devices when driving, with the exception of two-way radios provided by the laboratory for official business.

***Appeals Process*:** If an employee wishes to appeal a citation, they have five business days to do so.

This chapter went out for Labwide review and all issues were addressed. After final approval, please return this approval page to Jody Federwitz at MS119 for posting on the web.

Encl.

Recommended for Approval:

Bruce Chrisman 2/16/10
Date

Approved:

Piermaria Oddone 2/19/10
Date