

WALKER COUNTY  
POLICY ON MOTOR VEHICLE RECORDS

**PURPOSE**

All employees that drive or operate a county owned vehicle/equipment or drive their personal vehicle for county business requires a motor vehicle record (MVR) check also known as a driving record meeting the grading requirements stated below.

MVRs will be examined prior to the start of employment and annually thereafter. Any job offer made to an employee-candidate for a position with driving duties shall be contingent upon an MVR meeting the required standards; continued employment in a position with driving duties also requires an MVR meeting the standards outlined below.

All annual checks on MVRs for current employees as well as all new employees will be at the county's expense.

**DEFINITION**

MVR or Driver Record means a record that pertains to a motor vehicle operator or driver license or permit, or identification document issued by the DPS.

**STANDARDS**

The standards for MVRs are as follows:

1. All operators must have a valid driver's license for at least three years.
2. No new employee will be hired with a "borderline" or "poor" MVR. MVRs will be graded based on the table below, as minimum requirements.
3. Driving records must remain "acceptable" or "clear" as graded on the table below, for continued employment in positions with driving duties.

**EXCEPTIONS:**

Any exceptions to these guidelines must be brought before Commissioners Court for approval. Walker County's auto insurance carrier will be consulted on any/all MVRs not meeting the minimum criteria.

WALKER COUNTY  
POLICY ON MOTOR VEHICLE RECORDS

GRADING CRITERIA:

# of minor violations	# of at-fault accidents			
	0	1	2	3
0	Clear	Acceptable	Borderline	Poor
1	Acceptable	Borderline	Poor	Poor
2	Acceptable	Poor	Poor	Poor
3	Borderline	Poor	Poor	Poor
4	Poor	Poor	Poor	Poor
Any major violation	Poor	Poor	Poor	Poor

Minor Violation: Any minor violation other than a major except:	Major Violation:
<ul style="list-style-type: none"> <li>• Motor vehicle equipment, load or size requirement</li> <li>• Improper/failure to display license plates</li> <li>• Failure to sign or display registration</li> <li>• Failure to have driver's license in possession (if valid license exists)</li> </ul>	<ul style="list-style-type: none"> <li>• Driving under influence of alcohol/drugs</li> <li>• Failure to stop/report an accident</li> <li>• Reckless driving/speeding contest</li> <li>• Driving while impaired</li> <li>• Making a false accident report</li> <li>• Homicide, manslaughter or assault arising out of the use of a vehicle</li> <li>• Driving while license is suspended/revoked</li> <li>• Attempting to elude a police officer</li> </ul>

POLICY APPROVED AND ADOPTED BY: COUNTY COMMISSIONERS' COURT

DATE: 5/8/2006 Amended 12/08/08 Amended 8/9/10