

# Company Vehicle Authorized Drivers

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Dear NETS Members,

January 3, 2011

Margit Alderson and Kathy Konicki, State Farm and Nationwide, respectively, sent a question concerning those authorized to drive a company vehicle. Please see the full question below.

Responses follow Kathy and Margit's question.

Please contact me if you have any questions or suggestions.

My thanks to those of you who contributed responses.

Jack Hanley  
NETS  
Executive Director  
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## Question

### Who is authorized to drive a company vehicle?

- Employee only?
- Employee and spouse?
- Employee, spouse, household member/domestic partner?
  - If yes, is there a minimum age?
  - If yes, are MVRs checked on those authorized to drive the company vehicle?
- Employee, spouse, children
  - If yes, is there a minimum age?
  - If yes, are MVRs checked on family members authorized to drive the company vehicle?
- Other/comments (please explain)

## Company Vehicle Authorized Drivers

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### Responses

#### Who is authorized to drive a company vehicle?

		Only ee?	ee and spouse?	ee, spouse, domestic partner/ household member	If yes, min. age?	MVR check?	Comments
<b>1</b>	<b>Amgen</b> <i>Scott Thompson</i> <i>sothomps@amgen.com</i>			Only ee and spouse/domestic partner		2X/year	
<b>2</b>	<b>Ecolab</b> <i>Ryan Rebman</i> <i>Ryan.rebman@ecolab.com</i>			Only ee and spouse/domestic partner	21	ee, spouse/ domestic partner	We recently (2010) changed our policy - only spouses or domestic partners over the age of 21 are allowed to drive company vehicles. MVR's are run on qualified drivers 1 time per year and for new hires as they join the company. The cost to run and maintain the MVR in our system on their spouse or domestic partner is paid for by the employee - about \$35 dollars per year.
<b>3</b>	<b>Liberty Mutual</b> <i>Amy Leddy</i> <i>Amy.Leddy@</i> <i>LibertyMutual.com</i>			ee, spouse/domestic partner and children	Only for children, who must be at least 25	ee	

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4	<b>Forrest Labs</b> <i>Deb Burns</i> <i>DBurns@forestpharm.com</i>			Only ee and spouse/domestic partner. Children not authorized.	18	Yes	
5	<b>Shell</b> <i>Mike Watson</i> <a href="mailto:Mike.Watson@shell.com">Mike.Watson@shell.com</a>  <i>Rich Stoyko</i> <i>richard.stoyko@shell.com</i>	ee only Must be 21, pass fitness for work physical and complete an accredited defensive driving training course.				For commercial drivers.	Shell has some strict rules in this area. We also have rules around allowed passengers in the vehicle (e.g., they must also be on company business) and, hence, in many cases, spouses and family members are not allowed in the vehicle when the employee is using it for company business.
6	<b>Merck</b> <i>Bob Holman</i> <i>robert_holman@merck.com</i>			ee, spouse, dom. partner.	No min. age	Yes	
7	<b>Kraft</b> <i>Jeff Jones</i> <i>jjjones@Kraft.com</i> f Jones			ee, spouse, dom. partner	No min. age	ee only	
8	<b>Sunoco</b> <i>Bill Sanicky</i> <i>WMSANICKY@sunocoinc.com</i>		ee and spouse		21	For ee and spouse	Spouse must sign a release.

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9	<b>Roche</b> <i>Rocco Di Taranto</i> <i>rocco.di_taranto@roche.com</i>		ee and spouse		21	ee and spouse	
10	<b>Roche (Canada)</b> <i>Francine Seguin</i> <i>francine.seguin@roche.com</i>			ee, spouse, domestic partner/ household member	18	Ee only	
11	<b>Genentech</b> <i>Fred Choy</i> <i>choy.fred@gene.com</i>		ee and spouse			Plan to have MVR checks on the employee and not the spouse.	Car allowance employees: since it is a private vehicle, all members of the family are allowed to drive the vehicle. Only the employee will get an MVR check.
12	<b>sanofi-aventis</b> <i>Tom Cosentino</i> <i>Thomas.Cosentino@sanofi-aventis.com</i>			All of the above, including children.	21	MVRs checked for all authorized drivers.	
13	<b>GE Healthcare</b> <i>Jeri Hall</i> <i>Jeri.Hall@med.ge.com</i>		ee and spouse			No	Developing plan to check MVRs of ee and spouse
14	<b>PSEG</b> <i>Lee Wallace</i> <i>Lee.Wallace@pseg.com</i>	ee only					Family members are not allowed as passengers in a company vehicle.
15	<b>Novo Nordisk</b>			Ee, spouse/domestic partner		Ee, spouse/domestic partner	

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16	<b>Anonymous</b>			ee, spouse, domestic partner, or household member	Set regionally	MVRs are checked for some ees. Some areas check MVRs of family members authorized to drive a company vehicle.	
17	<b>State Farm</b> <i>Margit Alderson</i> <i>margit.alderson.hrd5@statefarm.com</i>	For pool/pool service vehicles. (Exclusive use, but not a benefit.)	For assigned vehicles			No MVR checks on ee or spouse	
18	<b>Verizon</b> <i>Gary Schongar</i> <i>gary.j.schongar@verizon.com</i>	ee only			18 for employees who drive on company business. 21 for most DOT regulated positions & all CDL positions.	Yes, initially for all driving positions. Post employment for all DOT regulated positions and some business groups do MVR checks every year or two for all company vehicle drivers.	

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19	<b>Marathon Oil</b> <i>Randy Daniels</i> <i>wrdaniels@marathonoil.com</i>		ee only		21	Only for those regulated by DOT	
20	<b>Eli Lilly</b> <i>Beth Stamer</i> <i>STAMER_BETH_A@LILLY.COM</i>			ee and spouse or registered domestic partner		<p>To become an authorized driver, an MVR check must be completed and the result must be acceptable in our point system for employees and for spouse or registered domestic partners. Policy states that MVRs are checked periodically. For 2011, we will check MVRs at hire and 2x/year for employees, 1x/year for spouses or registered domestic partners</p> <p>If the spouse or registered domestic partner's MVR comes back with too many points based on our point system, then they do not become eligible drivers and are not authorized to drive a company vehicle. The employee is notified and expected to manage the situation appropriately.</p>	Employees who qualify for a company vehicle and their spouse or registered domestic partner may become authorized drivers provided they maintain a valid driver's license, as well as meet and follow all the requirements specified in the <i>Fleet Policy, Fleet Procedures</i> and <i>Fleet Job Aids</i> .

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21	<b>AstraZeneca</b> <i>Mary Rose</i> <i>mary.rose@</i> <i>astrazeneca.com</i>			Spouse and domestic partner recognized as such by benefits dept. Spouse or dom. partner must be enrolled as a "permissible" driver.	21	On enrollment, we check the motor vehicle records of the spouse/domestic partner, as well as annually thereafter.	Currently, the eligibility of the permissible driver is solely determined upon the results of their annual motor vehicle record check. But, beginning January 1, 2011, we will be formulating risk scores for these individuals which will marry their moving violations with any preventable collisions they have recorded while driving the company vehicle. According to our policy, a permissible driver cannot exceed low risk status. Therefore, if their risk score elevates them to a medium or high risk level, those individuals will be immediately removed from the program for a minimum of 12 months. After that 12 month period has expired, the employee can petition to have their spouse/domestic partner's privileges restored, but a review of their current motor vehicle record and any previous collision data will be reviewed to determine if that individual has returned to an acceptable risk level. If the individual's driving record has not improved enough to meet these criteria their privileges will not be restored until they do.

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22	<b>Valspar</b> Virginia Kodet vkodet@valspar.com		ee and spouse		No minimum age for ee. Spouse must be 25 years old.	Employee MVR checked pre-hire and twice annually thereafter. We just implemented a policy requiring MVR's to be run on spouses. Spouses would also have MVR's run on the same schedule as employees.	
23	<b>J&amp;J</b> Sandy Lee SLee3@its.jnj.com			<p>Authorization policies vary by region and country.</p> <p>For <b>US Fleet</b>, we have specific language that outlines eligibility.</p> <p>Here's an excerpt: Employees who are issued company vehicles are considered the <i>Authorized Driver</i>. With approval from the operating company, spouses and eligible domestic partners may be authorized to drive the vehicle provided the following requirements are met:</p> <ul style="list-style-type: none"> <li>✓ Deemed eligible Spouse or Domestic Partner</li> </ul>	21	ee, spouse or domestic partner	Even if the above criteria are met, it is the <b>Authorized Driver's</b> responsibility to be aware of the driving habits and histories and restrict use where necessary. Managers should be consulted to clarify the local company policy requirements.

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23 Con't	<b>J&amp;J</b> <i>Sandy Lee</i> <i>SLee3@</i> <i>its.jnj.com</i>			<ul style="list-style-type: none"> <li>✓ Reside in the same household</li> <li>✓ 21 years of age or older</li> <li>✓ Possess a valid driver's license</li> <li>✓ Subject to Annual Motor Vehicle Record</li> <li>✓ Successfully complete driver training</li> </ul> <p>Dependent children and other immediate family members (excluding above) are not authorized to drive a company vehicle.</p>			
24	<b>Abbott</b> <i>Johnny Calvin III</i> <i>johnny.calviniii@</i> <i>abbott.com</i>			Spouse/domestic partner, children	18	Yes (for all drivers)	
25	<b>Anonymous</b>			Spouse/domestic partner	No minimum age for ee, spouse/dom. partner	Yes (for all drivers)	