



## Driver Violation Tickets and Citations Policy

### Policy Statement

The Hunter Express US Inc. is committed to maintaining the highest standards of road safety, regulatory compliance, and professional driving conduct in accordance with **U.S. Department of Transportation (DOT/FMCSA regulations), Occupational Safety and Health Administration (OSHA) safety principles, and insurance requirements.**

Traffic violations and citations are serious matters that impact driver safety, public safety, Hunter Express US Inc. reputation, and insurance risk. All drivers are required to operate vehicles in full compliance with applicable laws and must promptly report all violations.

Traffic violations are not considered a normal or acceptable part of the job.

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### Purpose

To establish:

- Clear expectations for driver compliance with traffic laws
  - A structured system for reporting and managing violations
  - Accountability standards to reduce risk and improve safety performance
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### Scope

This policy applies to:

- All Hunter Express US Inc. drivers
  - Owner-operators
  - Contract drivers operating under Hunter Express US Inc. authority
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### Regulatory Compliance

This policy supports compliance with:

- **FMCSA Safe Driving Regulations (49 CFR Part 392)**
  - **DOT driver qualification and safety standards**
  - **Insurance risk management and loss prevention requirements**
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### Policy Requirements

#### 1. Mandatory Reporting of Tickets

- All drivers must report **any ticket, citation, or violation** received while operating a commercial motor vehicle
- Tickets must be submitted to the **Safety Department immediately (or within 24 hours)**
- Failure to report a violation is considered a **serious breach of policy**

#### 2. Classification of Violations

Traffic violations are categorized as follows:

### **Category 1 – Non-Preventable (Unavoidable)**

Violations that occur due to circumstances beyond the driver's reasonable control, such as:

- Equipment failure (verified)
- External or emergency conditions

These will be reviewed by the Safety Department on a case-by-case basis.

### **Category 2 – Preventable (Avoidable)**

Violations occurring due to driver action or inaction, including but not limited to:

- Speeding
- Improper lane changes
- Failure to obey traffic signs or signals
- Hours-of-Service violations
- Unsafe driving practices

These violations are considered **avoidable and subject to disciplinary action**.

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## **Accountability and Corrective Actions**

### **1. First Preventable Violation**

May include:

- Formal warning and documentation in driver file
- Financial responsibility for:
  - Ticket fine (actual cost)
  - Legal/administrative costs (if applicable and permitted by law)
- Mandatory safety coaching or retraining

### **Performance Incentive Adjustment:**

Hunter Express US Inc.-imposed penalties (if applicable) may be reviewed or reversed if the driver remains violation-free for a defined period (e.g., 6 months).

### **2. Second Preventable Violation (within 6 months)**

May include:

- Suspension from duties
- Increased monitoring or probation
- Additional mandatory training
- Loss of incentives or bonuses

### **3. Third Preventable Violation (within 12 months)**

May result in:

- Termination of employment or contract
  - Documentation of safety performance for future employment references
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## **Failure to Report Violations**

- Failure to report a ticket or citation is considered:
    - Dishonesty
    - Serious violation of Hunter Express US Inc. policy
  - This may result in:
    - Immediate termination of employment or contract
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### **Driver Responsibilities**

Drivers are responsible for:

- Complying with all traffic laws and regulations
  - Operating vehicles safely and defensively
  - Promptly reporting all violations
  - Cooperating with safety investigations and corrective actions
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### **Safety Review Process**

The Safety Department will:

- Review all violations and determine classification
  - Conduct root cause analysis
  - Recommend corrective actions or training
  - Maintain records for compliance and insurance purposes
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### **Training Requirements**

Drivers may be required to complete:

- Defensive driving training
  - Speed management training
  - Regulatory compliance refresher courses
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### **Insurance and Risk Management**

- Traffic violations directly impact:
    - Insurance premiums
    - Hunter Express US Inc. safety ratings (e.g., CSA scores)
  - Repeated violations may lead to increased liability exposure
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### **Non-Compliance**

Failure to comply with this policy may result in:

- Disciplinary action
  - Suspension or termination
  - Financial responsibility (where permitted by law)
  - Reporting to regulatory authorities (if required)
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### **Go-To Person for This Policy:**

**Safety Manager**

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### **Responsibility:**

The Safety Manager is responsible for the implementation, monitoring, and enforcement of this policy.

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### **Authorized by:**

**Balkar S. Jhutti**  
**President**