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## BC FERRY AND MARINE WORKERS' UNION

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### POLICY ON UNION VEHICLE USAGE

#### Purpose

The Union truck and Solidarity Trailer are for use during Union approved events, Tribal Journey, supporting affiliate public events, and for pre-approved Union or Union related gatherings where BCFMWU branding and presence reflects BCFMWU's core values, objectives, and affiliations listed in the Constitution [here](#).

Priority will be made for Spirit of Solidarity events, Tribal Journey, and Union sponsored events. The truck and/or trailer can also be used for Local events, rallies, fleet tours and events such as fundraisers that the Union wants to have a presence at. When driving the truck and appearing with the Truck and Trailer at events, you represent BCFMWU at all times.

#### Access

Members in good standing and staff may request usage of the vehicle(s). Members/Staff must request use of the vehicles by email to the Executive Director at least 24 hours before the event. The email must include the name, date, and time of the event as well as check out and return time commitments. The email must include a driving record and insurance history form. To request a driving record to submit, visit [here](#).

All drivers must provide a copy of their current driver's license to the Union Hall Office before using the vehicle(s). An updated driver's license is required whenever a change of address or driving requirements or renewal occurs. Local events must have endorsement of the Local President.

All drivers must provide a clean driver's abstract to the Union, which we will keep on file and must include five (5) years accident free, and a ten (10) year driving history.

A mileage log will be completed and mileage will be noted when truck is released and returned.

A mandatory inspection form (walk around) is carried out by admin staff when truck or float is released and returned that notes any damage. Any damage done to truck or trailer when in use must be reported to admin ASAP. Failure to report damage may result in losing driving privileges.

Keys will be secured on site and accessible only to staff. Keys must be returned promptly when checking the truck back in. The Union maintains the right to deny usage.

## **Fuel Costs**

The vehicle(s) are only to be used for pre-approved Union events and functions. The Union will cover fuel costs for Union related pre-approved events using a BCFMWU fuel card or Union credit card (Executive Staff, etc.).

## **Storage**

The truck and trailer are to be parked and stored at the Union Hall headquarters in Nanaimo except for requests approved directly by two of the five signing officers.

## **Maintenance**

The Union Hall will maintain the vehicle(s) including all servicing as needed.

## **Legal**

Driving under the influence is strictly prohibited by law and the Union will not be liable if any driver or passenger breaks the law while using the Union vehicle(s).

Repeated driving infractions (e.g. multiple speeding tickets, truck towed as a result of a driving infraction, or multiple parking tickets) will result in driving privileges being revoked.

Future use of the vehicle(s) may be revoked if the law and/or this policy are not followed.