Program Effectiveness Summary – Palomar College Fleet Vehicle Program

Program	District-Wide Effectiveness of Implementation	Recommendations
Defensive Driver Course	Absent/Ineffective	Consider having employees take a defensive driving course within 90 days of employment or assignment of a vehicle and annually as a refresher course.
Inspection Procedures	Effective	Consider conducting random vehicle inspections to ensure that pre-operation checks are done correctly.
Accident Packet	Effective	None at this time.
Rules & Regulations of Operation	Effective	Consider having existing and new employees take an annual defensive driving course. It is also recommended to remind drivers of relevant District policies such as prohibited cell phone use.
DMV Pull Notice Program Current Driver's License	Effective	None at this time.
DMV Reports	Effective	None at this time.
Initial Report of Accident Form	Effective	None at this time.
Supervisor's Accident Investigation Form	Effective	None at this time.
New Hire Screening Procedures	Effective	None at this time.
Class B Drivers – DOT Physicals	Not Applicable	
Cell Phone Use Policy	Effective	None at this time.

Effective	In Progress	Absent/Ineffective