

INDIVIDUAL DRIVER'S LICENSE RECORD

Driving Restrictions:

1. Anyone that has more than one moving violation or 'at-fault' accident cannot be approved by the department, and must be referred to Risk Management and Insurance Services for approval (or, do not let the person drive on behalf of the university.)
2. If you are currently using an out-of province license or a license from another country, please provide a copy of that in the space below, and ensure the Dean, Director or Department Head acknowledges this form below, in addition to your supervisor. *Contact SGI for information about time restrictions relating to using non-Saskatchewan driver's licenses.*
3. Any non-employee driver cannot be approved by the department; undergraduate students are not authorized to drive on university business without formal approval through the office of Risk Management and Insurance Services.
To inquire with any questions about formal approval requirements please call 306-966-8753 or 306-966-4675.

Instructions to Complete this Form:

1. Photocopy this blank form together with your current driver's license in the space below.
2. Complete the form below, sign it and date it. Forward a copy to Risk Management for approval as required above.
3. Provide the completed form to your supervisor or designate for departmental approval & to keep on file. And, drive safely!



Acknowledgements:

- A. I, _____, have been licensed to drive for _____ years in
 Saskatchewan or Other jurisdiction: _____
- B. I am a university employee. Yes NO Department (or FTSP reference) _____
- C. I have been free from at-fault accidents and traffic convictions for the past five (5) years. Yes NO
 If NO, please provide details all moving violations and 'at-fault' accidents below.

Details of at-fault incidents: N/A

- 1.
- 2.

Driver's Signature: _____ Date: _____

Approved by Department (name: _____ initialed: _____ date: _____)

If NO was answered above, then: Approved by RMIS NOT (initialed: _____ date: _____)