

POLICY

Effective Date: 4-19-12

Approved By: John Furman, Director of Facilities Management

Authority: RCW

POL-5700.16 COMMERCIAL DRIVER LICENSE (CDL) REQUIREMENTS

Certain Facilities Management (FM) vehicles require a CDL license for operation on and off University property.

1. Vehicles requiring CDL Class A License

FM has vehicles that require a CDL to operate:

1. 300KW generator tractor trailer semi combination
2. Dump truck and the dump truck/trailer combination

2. Number of Licensed Drivers needed at FM

Three licensed drivers are needed by FM to provide adequate backup drivers:

1. Dump Truck Work: 2 drivers in order to provide basic backup capabilities
2. Generator Tractor Trailer: 3 drivers – Utilize 2 drivers needed for the dump truck with an additional driver due to critical emergency needs.

3. CDL Requirements within a Job Class

Requirements are not specific to a job class within FM. Based on the criteria below, once an individual is determined to have a CDL as part of their job, it becomes a job requirement for that individual alone. This includes all Department of Licensing requirements for random drug and alcohol testing. Any positive drug and alcohol test will be subject to discipline per the WFSE Collective Bargaining Agreement.

4. Pay for CDL Work

When a CDL is utilized for work, higher level duty pay as Equipment Operator will be paid if the individual's salary is less than Equipment Operator. All use of equipment requiring a CDL must be pre-approved by a supervisor.

5. CDL Expenses

All expenses for the CDL required as part of the job will be paid for by FM including the license fee, required medical exams, and any associated training requirements.

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6. Selection Criteria Used to Add or Replace Vacant CDL Position

Use the priorities below to rank applicants:

1. Must be a crew member within the following crews. Based on the vehicles requiring a CDL, the crews are limited to those that use the vehicles as part of their work.
 - Utility Workers
 - Grounds & Nursery Services Specialists
 - Electricians
2. Ability to pass the required medical exam
3. Past experience: rank past CDL experience with the most experience receiving the highest ranking.
4. Seniority