



Vehicle Incident Severity Matrix

Progressive Discipline – Vehicle Incident Guidelines

Type	Severity
Careless, Impaired or Dangerous Driving	Major
Speeding Ticket or GPS Violation- exceeding limit by over 30 KPH / 20 MPH or more	Major
Speeding in a School or Playground Zone	Major
Hours of Service	Major
Transportation of Dangerous Goods Violation	Major
Vehicle or Driver placed Out of Service	Major
Use of Cell Phone or Other Electronic Device while driving a motor vehicle	Major
Smoking in company vehicle	Major
Failing to yield right of way to a vehicle or pedestrian	Moderate
Speeding Ticket or GPS Violation - exceeding limit by over 15 KPH / 10 MPH but not more than 30 KPH / 20 MPH	Moderate
Fail to produce Vehicle or Cargo documentation	Moderate
Vehicle or Equipment defects or damage	Moderate
Fail to adequately Secure Cargo or Equipment	Moderate
Occupants fail to wear seatbelt	Moderate
Vehicle Overweight Violation	Moderate
Animal Strike, Third Party, Single Vehicle or Struck Vehicle with total damages greater than \$ 1000. (POLICE REPORT REQUIRED)	Moderate
Backing Up Collision	Moderate
MVA 's that involve injuries (POLICE REPORT REQUIRED)	Moderate
Failing to obey instruction of traffic control device	Minor
Speeding Ticket or GPS Violation- exceeding limit by up to 15 KPH / 10 MPH	Minor
Animal Strike, Third Party, Single Vehicle or Struck Vehicle with total damages less than \$ 1000. (POLICE REPORT NOT REQUIRED)	Minor

Disciplinary Action*

Minor	Lose Safety award – coaching or verbal warning
Moderate	Defensive Driving Course Mandatory - written warning or suspension
Major	Follow-up with Division Manager - Suspension or Termination

*Please note the suggested level of discipline noted in this document is a guideline only and the action(s) taken should be in line with the corporate Discipline Policy **and according to the specific circumstances of each individual infraction.**

When multiple occurrences of the same or different levels of severity occur a full review of the individuals driving history is required

In all circumstances the consultation with the HR Business Partner is advised.