

ROMAN CATHOLIC DIOCESE OF PRINCE ALBERT

APPENDIX 12A - VOLUNTEER DRIVING FORM

In addition to the other forms, volunteers who drive vulnerable persons in the context of a ministerial relationship must complete this form. **Drivers must be 18 years of age or over and hold a valid Class 5 driver license with Graduated Driver License notice removed.** This form must be completed in **September of each year** for regular drivers for parish programs. This form must also be completed by drivers for any youth group and altar server activities, or any other parish sponsored event where children, youth, vulnerable adults are being transported. **Forward this form to the Director of Responsible Ministry at the end of each ministerial year or once the event is concluded.**

Full Name of Driver:			Email Address	
Contact Information	Street Address		City/Province	Postal Code
	Daytime	Evening		Cell
Driver's License Information	License No.	Province of Issue		Expiry Date: Day/Month/Year

Vehicle	Make	Model	License Plate No.	Seating Capacity incl. Driver
Vehicle Insurance	Company		Policy No.	Expiry Date
Name of Owner:	(If different from Driver)			Email Address
Contact Information	Street Address		City/Province	Postal Code
	Daytime	Evening		Cell

Insurance Information

1. The Diocese requires that the vehicle owner maintain, at all times, valid automobile Third Party Liability Insurance of a minimum of \$2,000,000 in respect of liability for injury or death of any passengers in the vehicle the volunteer is operating.
2. Damage to any vehicle, including the owner's, is the responsibility of the volunteer driver and not the diocese/parish.

Commitments

By submitting this application to become a volunteer driver:

1. I undertake to ensure that the vehicle used to transport passengers is in safe operating condition.
2. I agree to:
 - a) Operate the automobile referred to herein in safe manner.
 - b) Have another unrelated adult accompany me when driving a child or other vulnerable person.
 - c) Carry copies of all paperwork, (Appendix 10A and 12) when transporting youth.
 - d) Abide by all applicable laws at all times while I am transporting passengers in the line of my volunteer duties.
 - e) Limit the number of passengers to the number of useable seatbelts (or required child seats).
 - f) Require proper use of occupant restraint systems (seatbelts, head restraints, airbags, and seat position).
3. I undertake to report to the PRMC leader, all accidents and any suspension of my license or change in my insurance status which may occur after the date of this authorization while it remains in force.
4. I undertake to maintain, at all times, appropriate personal liability, and indemnity insurance.
5. I am in good physical condition and mental state to make good driving decisions.
6. I am not currently taking any medications that would affect my judgment and, if prescribed any medications that may affect my judgement or my ability to drive safely, I will not drive until I am no longer taking the medications.

I certify that all the information on this application is truthful and completely accurate. I agree to notify the Parish Responsible Ministry Committee Leader within 14 days of any changes in any of the above information. I understand that false statements on this application will constitute grounds for immediate dismissal from my volunteer driver position. By signing, I agree to abide by safety procedures as established by the Diocese/Parish and abide by all laws. **This form must be completed in September of each year.**

Signature of Volunteer Driver

Date (Day/Month/Year)