

**FERRY COUNTY  
RESOLUTION No. 2011-20**

**CDL Endorsement Policy of Requirements and Procedures  
For  
Ferry County Public Works Department**

WHEREAS, the Code of Federal Regulations Title 49 sets standards and requirements for licensing of Commercial Motor Vehicle (CMV) drivers and part 391.51 sets general requirements for driver qualification files; and

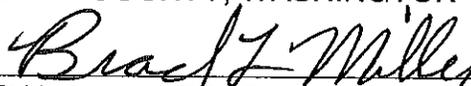
WHEREAS, in RCW 46.25.040, section (2) provides that no employer may knowingly allow, permit, or authorize a driver to drive a commercial motor vehicle during any period: (a) in which the driver has a driver's license suspended, revoked, or canceled by a state, or has been disqualified from driving a commercial motor vehicle; and

WHEREAS, Ferry County desires to implement procedures that will ensure compliance with the provisions of the Code of Federal Regulations Title 49 and State RCW Title 46.

NOW THEREFORE BE IT RESOLVED that the Ferry County Board of County Commissioners hereby adopts Exhibit "A" attached hereto and by this reference incorporated herein, establishing a CDL Endorsement Policy of Requirements and Procedures for all Public Works employee's that hold positions which by job description requires a current CDL certification.

ADOPTED this 25<sup>th</sup> day of April, 2011.

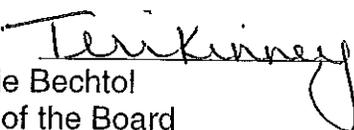
FERRY COUNTY BOARD OF COMMISSIONERS  
FERRY COUNTY, WASHINGTON

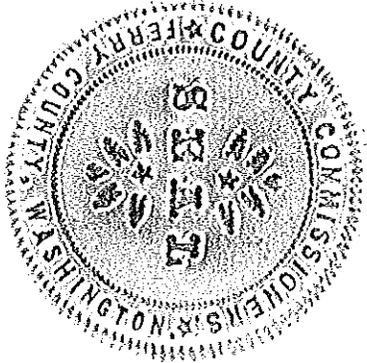
  
\_\_\_\_\_  
BRAD L. MILLER, Chairman

  
\_\_\_\_\_  
ROBERT L. "BOB" HEATH, Vice Chairman

  
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BRIAN DANSEL, Member

Attest:

  
605 Debbie Bechtol  
Clerk of the Board



## Exhibit "A"

### CDL Endorsement Policy of Requirements and Procedures Ferry County Public Works Department

- 1) In order to be a valid CDL holder your current medical certification must be renewed before expiration and a copy must be in your file in the office by that expiration date. This also applies to your drivers license, a copy must be in the office before the expiration date.
- 2) Time spent going for your physical examine during work hours can be coded to sick leave.
- 3) Additional pay will be provided for those obtaining the additional hazardous materials endorsement. The compensation amount is set per the pay rate resolution. This amount is then added to your yearly salary. In addition Public Works will reimburse to the Hazardous Materials CDL holder the fee charged by TSA (Transportation Security Administration) for background check and finger printing. Time spent going for background check and finger printing will also be paid by Public Works.
- 4) It will be the employees responsibility to have the documentation of current renewal to the Public Works office prior to a drivers license or medical certification expiration date.
- 5) It will be the policy of Ferry County Public Works Department for any employee who holds a position that requires a Class A CDL License and does not hold a valid drivers license with Class A CDL endorsement and current medical certification, on leave with out pay, until such time as they have satisfied the requirements for a valid CDL License per Washington State Department of Licensing, Washington State Department of Transportation and Federal Motor Carrier Safety Administration requirements and standards.
- 6) This means that if personnel wait to schedule their appointment for their medical certification until the date of expiration on their current card, they must fax a copy of their new card to the office that same day, or the following day they will be considered on leave without pay until a current copy is received in the office.
- 7) If a valid Drivers License with a Class A Endorsement is a requirement in your job description a transfer of duties will not be available in this case as per Personnel Policy (Adopted January 1, 2009) 8.11 B.; additionally disciplinary action, including termination may apply as per 8.11 C.

I have received and read a copy of these guidelines