

15.09 Vehicle Passenger Fees

Policy:

It is the policy of Licking/Knox Goodwill Industries, Inc. to assess riders a per trip fee for transportation to and from a work site.

Procedure:

Rider fees are reviewed annually and approved by the Board of Trustees upon recommendations from the CEO/President. Rider fees may vary among work sites.

The Transportation and Facilities Supervisor is responsible for preparation of Daily Van Inspection & Rider logs and their dissemination to the drivers. It is the driver's responsibility to complete the form and submit it to the Transportation and Facilities Supervisor daily.

The Transportation and Facilities Supervisor will submit rider records to Human Resources for payroll preparation.