

Form Number
LLCF-011

Use of Company Vehicles

This is to inform all employees who use company vehicles of Grand Isle Shipyard, LLC (GIS) Policy.

Company vehicles are intended for company use only. **ONLY GIS** employees or **GIS customers** shall ride in company vehicles. Family members, friends or any person who is not a GIS employee or customer shall never be allowed to operate or ride in a company vehicle.

All drivers must have a valid driver's license and be over the age of 18 years old. Alcohol, illegal drugs and firearms are strictly prohibited in company vehicles. Also, no one should use company vehicles illegally, which includes but not limited to, driving under the influence of alcohol or drugs and speeding.

Any person caught not following this policy, will lose the privilege of using a company vehicle.

Employee print name

Employee Signature Date

Driver's License Number

Social Security Number

Issue Date Expiration Date

GIS Company Name

Supervisor print name

Supervisor Signature Date