



**judo
alberta**
THE ALBERTA KODOKAN BLACK BELT ASSOCIATION

Judo Alberta – The Alberta Kodokan Black Belt Association
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Name of the Committee
Executive Committee



Policy Number
1-08

COMPANY VEHICLE POLICY
Schedule B

Judo Alberta members insured to drive company vehicle: President, Executive Director, High Performance Coach, provincial coaches.

Vehicle to be driven primarily by High Performance Coach but must be available for use by Executive Director or President for business travel.

Mileage must be tracked for business and personal use. Use of company vehicle by primary driver is a taxable benefit by laws of the Government of Canada.

LIMITATIONS:

- Vehicle not to be taken out of Alberta without written consent from the President
- Vehicle taken out of Alberta without notification and written permission will be considered in breach of employment agreement
- Primary driver must hold a valid Alberta Drivers License and supply an annual driver's abstract
- Any accidents or vehicle damage must be reported to the President immediately and insurance company must be notified
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No repairs, maintenance or modifications greater than \$100 shall be made to the vehicle without the prior written consent of the President.

Regular maintenance scheduling is the responsibility of the primary driver.

Kelly Thornton
President

Ewan Beaton
High Performance Coach