



PRAIRIE VIEW A&M UNIVERSITY

A Member of the Texas A&M University System

March 2, 2007

OFFICE OF BUSINESS AFFAIRS MEMORANDUM No. FY07-46

Delivered via Campus Email

To: Faculty and Staff

From: Mary Lee Hodge *M LH*
Vice President for Business Affairs

Re: Driver Safety Training Program

Consistent with Prairie View A&M University's (PVAMU) new Student Travel Policy, we have begun a new certification and re-certification program for Driver Safety Training. Under this new policy, all faculty and staff members who wish to transport students in University owned vehicles, rented, or personal vehicle must complete a 4-hour Defensive Driving Course. This course applies not only to new drivers, but also to all those that have been certified under the previous 7-hour training course.

Those that were originally certified more than a year ago will be required to re-certify by October 2007. Those that obtained their original certification over the past year will be required to complete re-certification at later dates. If an individual does not re-certify by their deadline, they will be removed from the **Approved Drivers List**. An individual may re-certify anytime prior to their deadline. If an individual can demonstrate that he/she has completed a Texas Education Agency, National Highway Safety Institute, or equivalent Defensive Driver Program within the past 12 months, he/she will not have to take this course for certification. The new policy also requires that drivers be re-trained every 2 years to maintain their certification.

Prairie View A&M University will pay for both the training and re-training which will be conducted at least once per month on the PVAMU campus. This program cannot be used for an insurance discount or to settle a traffic ticket. Individuals who choose not to participate in the university-paid course but wish to transport students will still be required to complete equivalent training outside of the university and provide proof of completion. If an individual chooses to take the training outside the University, the cost is his/her cost alone. The University will not pay for outside defensive driving classes in any instance because we offer in house training for all PVAMU faculty & staff at no cost.

Defensive Driver Safety Training sessions will be scheduled on the dates and time shown below. You may contact Mr. Lloyd Iglehart at (936)261-1745 or Darron White at (936)261-1746 to schedule for any of the sessions or if you have any other questions regarding this training, please call the Environmental Health & Safety Office.

Fiscal Year 2007 Defensive Driver Safety Training Sessions				
Activity	Date	Time	Location	Room
Defensive Driver Safety Training	April 4, /2007	8:00 am -12 noon	Harrington Sci. Building	101
Defensive Driver Safety Training	May 2, 2007	8:00 am – 12 noon	Harrington Sci. Building	101
Defensive Driver Safety Training	June 6, /2007	8:00 am – 12 noon	Harrington Sci. Building	101
Defensive Driver Safety Training	July 5, 2007	8:00 am – 12 noon	Harrington Sci. Building	101
Defensive Driver Safety Training	August 8, 2007	8:00 am – 12 noon	Harrington Sci. Building	101
Defensive Driver Safety Training	September 5, 2007	8:00 am – 12 noon	Harrington Sci. Building	101
Defensive Driver Safety Training	October 3, 2007	8:00 am – 12 noon	Harrington Sci. Building	101
Defensive Driver Safety Training	November 7, 2007	8:00 am – 12 noon	Harrington Sci. Building	101
Defensive Driver Safety Training	December 7, /2007	8:00 am – 12 noon	Harrington Sci. Building	101