

1 Q. Does Hydro have a vehicle use policy for its employees and, if so, please
2 provide a copy of the same?
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5 A. Hydro Corporate Policy P&P ADM 2.2 provides guidance to employees with
6 respect to the use of Hydro Vehicles. The portion of the policy applicable to
7 vehicle use follows.
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9 P&P ADM 2.2

10 **2. FLEET VEHICLES**

11 **Transportation Supervisors**
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13 2.1 Fleet pool vehicles, for which the Hydro Group pays all
14 operating costs, are maintained and are made available to
15 employees by the Transportation Sections in St. John's and
16 Bishop's Falls.
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18 **Designated Area Employee**
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20 2.2 Where operationally and economically practicable, fleet pool
21 vehicles shall be used on Hydro Group Business.
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Travelling Employee

2.3 Personal use of a fleet pool vehicle is not permitted except when on extended trips away from established headquarters. Only reasonable personal usage within the vicinity of temporary lodging is permitted.

2.4 Hydro Group vehicles may not be used by unauthorized persons unless an emergency situation exists.

2.4.1 Permission to convey a passenger(s) who is not a Hydro Group employee(s) must be obtained on a properly approved "Request to Convey Passengers" (Form No. 20-2532).