

P&P 380-20 Employer Pull Notice System

DRIVER LICENSE PULL NOTICE SYSTEM NOTIFICATION

INSTRUCTIONS: Departments must provide this information to employees participating in the DMV Employer Pull Notice System (EPN). After the employee and department head or supervisor have signed the notification, provide the employee with a copy and retain the original for departmental files.

TO: UNIVERSITY OF CALIFORNIA, DAVIS, EMPLOYEES PARTICIPATING IN THE  
CALIFORNIA DEPARTMENT OF MOTOR VEHICLES EMPLOYER PULL NOTICE SYSTEM

FROM: Office of the Vice Chancellor--Administration

The California Vehicle and the Public Utility Codes require the University to participate in the Department of Motor Vehicle's "Employer Pull Notice System." This system provides employers information about employee convictions of motor vehicle safety violations and any action the DMV takes against driver licenses and certificates.

Because driving or operating vehicles and/or equipment, is a required part of your job, your position is included in the Employer Pull Notice System. This means the University, as your employer, will receive notices from DMV whenever you have been convicted of motor vehicle violations, both on and off the job. DMV will also inform the University of any action it takes against your driver license or any special certificate or permit.

Your department must maintain a file on your driving record. Information received through the Employer Pull Notice System may be used as a basis for disciplinary actions up to and including dismissal. Each time your department is notified of a driving violation or action against your license, you will be counseled and may be subject to other personnel actions. If the University determines that you have a poor driving record, or your DMV point total equals or exceeds that which the DMV considers "negligent," the University can no longer employ you as a driver.

As an employee covered under the Employer Pull Notice System, you are responsible for maintaining in good standing your driver license and any special certificate or permit, including a current DMV Medical Certificate if applicable, needed to do your job. You are also responsible for immediately notifying your department whenever you are convicted of a motor vehicle violation or have action taken against your driver license, permit, or certificate. Action against your driver license or a poor driving record may result in termination of University employment.

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I have received a copy of this notification.

Signature of employee: \_\_\_\_\_ Date: \_\_\_\_\_

Print employee name: \_\_\_\_\_

Signature of department head or supervisor: \_\_\_\_\_ Date: \_\_\_\_\_