

Desert Cab Inc.

Dress Code Policy

58. Failure to turn in any T.A. vehicle inspection report.
59. Failure to turn in any citation issued by any regulatory agency.
60. Failure to adhere to the Company dress code.
61. Being a habitual offender of T.A. Regulations.
62. Using a cellular phone while passengers are in the cab or while loading passengers.
63. Smoking in the drivers' room, shop or in the cab if you have passengers.

VIII.

Standards of Dress

Personal Appearance:

1. All drivers reporting to work shall be neat and CLEAN! This means shower, use deodorant, shave, brush teeth, etc.
2. Hair shall be CLEAN, neatly trimmed and combed. It shall not obstruct the driver's view in any way. Long hair will be pulled back.
3. Beards, mustaches, and sideburns are accepted as long as they are neatly trimmed on a regular basis.
4. NO RAZOR STUBBLE PERMITTED.

Head Dress:

Head dress will be compatible with the clothing you are wearing. No bright or offensive colors. No dirty or torn hats or head wraps.

Shirts:

All shirts and blouses will be clean and neat with no noticeable holes in them. Shirts DO NOT have to have a collar. If the shirt has a tail, it will be worn inside the trousers. NO TANK TOPS.

Trousers:

All drivers must wear clean and neat trousers or slacks. No torn or overly faded jeans. Shorts must have a hem, no cutoffs. Bermudas are permitted. No offensive colors or prints. Sweat pants are not allowed, nor are pull-on elastic pants (workout style).

Footwear:

Conventional shoes or boots, clean and in good condition. No sandals or thongs. Tennis shoes are permitted, only if in good condition, dark color preferred. All shoes are to be worn with socks.

No clothing or material which may be offensive to the public in any manner may be worn or displayed. Dress and appearance is subject to Supervisor's approval.

IX.

Accident Procedures

Accidents are a serious. We do not want people hurt. Accidents create liability for our company. Follow these steps to help reduce liability.

Take the following steps in the event of an accident.

Activate Camera if not already recording.

- 1. Stop at once and call dispatch. No accident or incident is too minor to report.**
- 2. If anyone is injured, request medical help. Open doors and ask passengers if they are OK.**
- 3. Do not touch injured parties. Render help only to protect them from further injuries.**
- 4. Hand out passenger/witness cards and get them back signed and dated. Make every attempt to locate beneficial witnesses.**
- 5. Do not argue or discuss who caused the accident with anyone.**
- 6. Do not say you are sorry or make any statement of fault.**
- 7. Do not move your cab unless you are told to by the authorities or its location presents a danger to you or your passengers.**