

## ANNEXURE 11

### EMPLOYEES DRIVING EMPLOYER VEHICLES

All employees driving employer vehicles must ensure that:

1. all interior surface areas of the vehicle are cleaned and sanitised at the commencement of his/her shift and /or before driving the said vehicle;
2. after driving the vehicle see to it that the steering wheel, indicators, radio controls and interior surface areas of the vehicle are cleaned and sanitised;
3. he/she must ensure that his/her hands are sanitised in accordance with the regulations;
4. when transporting and/or driving with passengers, the driver must ensure that:
  - 4.1 no more than \_\_\_\_\_ passengers are permitted in the vehicle;
  - 4.2 all persons entering the vehicle have sanitised their hands in accordance with the regulations; and
  - 4.3 cloth face masks are worn by all occupants for the duration of the trip;
5. no passenger will be allowed to enter any vehicle without having been screened for COVID-19 symptoms by the relevant appointed representative;
6. any passenger displaying COVID-19 symptoms may not be allowed to enter the vehicle, unless precautionary measures have been taken and authorised by the compliance officer; and
7. any passenger declaring COVID-19 symptoms may not be allowed to enter the vehicle.