

Traffic and Parking

This Policy

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PAGE: 1 of 1

Replaces Policy

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Effective Date: 10/28/90

Policy:

Wesley Woods, Inc. expects employees to drive and park in an appropriate manner while on Wesley Woods Senior Living, Inc., property.

Guidelines:

1. All state of Georgia and local County and city ordinances are in effect on Wesley Woods Senior Living, Inc., property.
2. The maximum speed limit on Wesley Woods Senior Living, Inc., property is determined by the Facility location.
3. Unless approval has been given by security or the Administrator, parking is prohibited in the following areas:
 - a) Fire lanes designated by signs or yellow curbs.
 - b) Disabled designated spaces.
 - c) Areas marked by no parking signs.
 - d) Areas designated as MARTA bus stops.
 - e) Areas marked as reserved parking for doctors, residents or visitors.
 - f) Facility loading dock areas except for pick-up and delivery of authorized supplies, material or equipment.
4. The security department or the responsible Administrator is authorized to have vehicles towed, at the owner's expense, for a parking violation.
5. Violations of traffic regulations by employees will be subject to the Corrective Action procedure.
6. Where applicable, security will notify the Administrator in writing when an employee or volunteer has been issued a written traffic citation for any major traffic violation, such as: drunk driving, reckless driving, operating a vehicle without a valid operator's license etc. on Wesley Woods property.
7. Wesley Woods Senior Living, Inc., assumes no responsibility for damages to vehicles parked or being operated on Wesley Woods property.

Approved By: Kenneth Weber, President/CEO, Wesley Woods Inc.

Margaret Bloomquist, Associate Administrator, Wesley Woods Human Resources

Last Date Reviewed: 9/01/07 Revised: 02/28/2005 Adair Maller, Director Human Resources