

**DRIVING RECORD VERIFICATION  
"PRIMARY DRIVERS ONLY"**

**The following items have been reviewed and discussed:**

1. SAIC-Frederick SOP, Use of Government Owned or Leased Vehicles and Fleet Services policy for motor vehicle operation.
2. The importance of defensive driving techniques, proper driving attitude, and the requirement of courteous driving at all times.-
3. My preceding 36-month driving record.
4. Review of my current driver's license.
5. Verified expiration date and License Class.
6. Driver has read the "Guidelines Booklet".

Additional comments:

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Date:

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Employee name (print):

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Employee signature:

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Supervisor name (print):

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Supervisor signature:

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