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Personnel Requirement for Driver's License	200 – 18		07-01-2019	1 of 1
Approval: Chief of Police	Manual: Policy and Procedure			

I. PURPOSE

The purpose of this policy is to ensure the possession of a valid North Carolina driver's license by City of Kinston Police Department employees.

II. DEFINITIONS

N/A

III. POLICY

- A. All employees must retain a valid driver's license in their possession while on duty.
- B. Any employee who reports to work without a valid North Carolina driver's license in his or her possession for any reason must immediately notify their supervisor.
- C. Department supervisors are responsible for ensuring all personnel under their supervision are in compliance with policy set herein. Department supervisors should check their personnel's driver's license status during each annual evaluation.
- D. Failure to comply with this directive will result in disciplinary action, up to and including termination.