



Document Title: DOT Physical Cost	Document#	Organization: Walter P. Rawl and Sons, Inc.
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APPROVALS

NAME	TITLE	DEPT NAME	DATE
Jeff Gaines	HR Manager	Human Resources	12/18/2024
Gary James	Sir. Director of Sales & Transportation	Transportation	12/18/2024

REVISION HISTORY

REVISION	DESCRIPTION OF CHANGE	ORIGINATOR	RELEASE DATE
A	Original Document	Deborah Darby	12/18/2024

WP Rawl reserves the right to amend or alter the terms of this policy.

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1. PURPOSE

The purpose of this policy is to:

- Ensure that WP Rawl remains compliant with DOT regulations regarding driver health and safety.
- Clarify the financial responsibility for DOT physical exams, particularly in cases of failed or temporary physicals.
- Encourage drivers to maintain their health in line with DOT physical standards to avoid additional costs.
- Provide clear guidelines to drivers and management on the process for handling DOT physicals, including payment responsibilities for repeat or temporary certifications.

2. SCOPE

This policy applies to all drivers employed by WP Rawl who are required to maintain a valid DOT physical certification in compliance with Department of Transportation regulations. It outlines the company's coverage for physical exams and the financial responsibilities of drivers who fail the DOT physical or are issued temporary physical certificates.

3. POLICY GUIDELINES

3.1 Initial DOT Physical:

- WP Rawl will cover the cost of the first DOT physical examination, pass or fail.
- The current cost covered is \$109.00 per physical.
- All drivers are required to complete their DOT physicals at *Doctors Care* facilities only.

3.2 Subsequent Physicals After Failure:

- If a driver fails the initial DOT physical or is required to come back for any reason to obtain his/her DOT physical, WP Rawl will not cover the cost of any subsequent physicals needed for the driver to receive a passing result.
- The driver will be financially responsible for the cost of all additional physicals after a failed attempt.

3.3 Temporary Physical Certificates:

- If a driver receives a temporary DOT physical pass (e.g., 3-month or 6-month certification), WP Rawl will cover the cost of the initial exam, but the driver will be responsible for the cost of subsequent physicals needed to obtain a standard 1-year or 2-year certificate.

3.4 Exceptions:

- Exceptions to the above policies will be considered on a case-by-case basis and must be reviewed and approved by WP Rawl's Safety Manager, *Tony*. Drivers are required to submit supporting documentation related to the physical or health issue.



3.5 MVR Paperwork:

- WP Rawl will continue to cover the cost of all Motor Vehicle Record (MVR) paperwork required during the DOT physical process.

3.6 Driver Notifications:

- WP Rawl will notify drivers of upcoming DOT physical due dates through automated notices and reminders.
- Driver managers and other designated personnel will provide additional reminders to ensure compliance with DOT requirements.

4. PROCEDURE

4.1 DOT Physical Scheduling:

- Drivers are required to schedule their DOT physicals at *Doctors Care* and ensure that they are completed before the expiration date of their current certification.
- Automated systems and reminders from driver managers will help drivers stay aware of their physical due dates.

4.2 Initial Physical Examination:

- WP Rawl will pay for the first DOT physical exam, regardless of whether the driver passes or fails.
- The physical must be conducted at *Doctors Care*.

4.3 Failed Physicals or Temporary Certifications:

- Drivers who fail the DOT physical or receive a temporary certification are responsible for scheduling and paying for any subsequent exams until they receive a standard 1-year or 2-year certification.

4.4 Request for Exception:

- Drivers who wish to request an exception to the policy must submit their request and supporting documentation to the Safety Manager, *Tony*, for review.
- The Safety Manager will review the file and determine whether an exception to company coverage is warranted.

4.5 Recordkeeping:

- WP Rawl will maintain records of all physicals and certifications for compliance purposes.
- The driver's certification status will be updated in the company's systems to track expiration dates and ensure timely compliance.



Acknowledgment and Agreement

Policy Name: DOT Physical Cost

I, the undersigned, acknowledge that I have received, read, and understood the DOT Physical Cost. I understand that it is my responsibility to comply with the terms outlined in this policy. I also understand that failure to adhere to this policy may result in disciplinary action, up to and including termination of employment.

By signing below, I certify that I have had the opportunity to ask questions about this policy and that I agree to follow its guidelines as a condition of my employment with Walter P Rawl & Sons, Inc.

If I have any questions about this policy in the future, I understand that I should direct them to my supervisor or the Human Resources Department.

Employee Information:

- **Name (Printed):** _____
- **Employee ID:** _____
- **Department:** _____

Acknowledgment and Agreement Signature:

- **Employee Signature:** _____
- **Date:** _____