



**CATHOLIC MUTUAL GROUP®**

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## Memorandum

**To:** All Parishes / Schools and Diocesan Locations

**From:** Catholic Mutual Group

**Date:** March 24, 2015

**Re:** **Volunteer Drivers**

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According to the Diocese of San Bernardino, volunteer drivers must be 25 years of age or older, possess a valid driver's license, possess a proper and current license and vehicle registration, and have the required insurance coverage in effect on any vehicle used.

Volunteer drivers will be required to provide the location with a copy of their driver's license, registration, and insurance coverage. Each location has the authority to require a DMV (Department of Motor Vehicles) report for any volunteer driver to ensure a volunteer is qualified to be a volunteer driver.

Volunteer drivers, also known as non-owned autos, are not covered under the certificate of coverage afforded to the Diocese of San Bernardino. It is imperative to verify that all volunteer drivers complete the Volunteer Driver Form. Please be aware that as a volunteer driver, the volunteer's insurance is primary should there be an accident.

In an effort to reduce the incidents of volunteer driver accidents an online training course has been designed and should be taken by any volunteer drivers throughout the Diocese of San Bernardino.

Should you have any questions, please feel free to contact the Catholic Mutual office directly at the number listed below.

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