

The City of Topeka maintains specific vehicle operation insurability guidelines. All positions that require driving as part of the position must adhere to these insurability guidelines. New hire employees must have and maintain a valid driver's license and city insurable driving record at time of hire and throughout the course of employment. Questions regarding these guidelines may be directed to Michele Smith at msmith@topeka.org

Insurability Guidelines for City Employees Operating City Vehicles. Includes new hire employees.

No individual applying for City employment which will involve operating a city vehicle shall be given a final offer of employment if the applicant does not meet the following insurability guidelines.

1. No major traffic violation in the past five (5) years.

Major violations:

- Drag racing or speed contest
- Speeding in excess of 20 miles per hour over the speed limit
- Driving under the influence of alcohol or narcotics
- Open alcohol containers
- Reckless, Careless, Improper/Negligent driving
- Refusal to take alcohol test
- Alcohol test failure
- Illegal possession of alcohol or narcotics in a motor vehicle
- Fleeing or attempting to elude

2. No more than two (2) minor traffic violations in the past three (3) years.

Minor violations:

- Failure to yield
- Speeding
- Illegal passing
- Defective equipment
- Stop sign/Stop light violation
- Careless operation
- Improper turn
- Following too closely
- Any moving violation

3. Two (2) or more at fault automobile accidents in the past three (3) years.

4. One (1) at fault automobile accident plus a conviction of one (1) minor violation in the past three (3) years.

5. All drivers must be at least eighteen (18) years old.