



## Idling Policy

Fuel costs, health and air quality concerns, and common sense make it appropriate to limit vehicle idling to only which is necessary to meet the company's mission. Keyser Energy is committed to implementing practices that will reduce the adverse impact of unnecessary vehicle idling.

Effective immediately, Keyser Energy vehicles should not be left idling while parked, attended or unattended for more than five (5) consecutive minutes unless one or more of the following circumstances apply:

1. The vehicle is forced to remain motionless due to traffic condition over which the operator has no control.
2. The delivery truck's PTO is in gear or delivering.
3. To defrost the windshield.
4. The vehicle is in the process of being maintained, repaired, or tested, and those activities require idling.
5. Extreme weather operation as defined below:
  - a. Below 0°F, there is no time restriction on idling, provided no nuisance is thereby created.
  - b. Hot weather does not justify idling to operate an air-conditioning system except in the case of an immediate safety concern.

Engines shall be run only as necessary to safely pull a vehicle into or out of the garage by, including the time necessary to build adequate air pressure for brake systems.

Company employees shall operate all gasoline and diesel vehicles and equipment in compliance with this policy. Employees not abiding by the policy may be subject to disciplinary action.

President, Chris Keyser