

## **Town of Manchester, Connecticut**

### **Cellular Phone Policy**

It is hazardous to use a cellular phone while operating a motor vehicle. To minimize the risk of accidents, Town employees shall not use a cellular telephone while driving unless the employee is using a mobile telephone equipped with a hands-free device.

When use of a cellular phone for Town business is necessary, employees should stop their vehicle in a safe manner before using the phone and keep the conversation as brief as possible.

Cellular phones, including those with hands-free capability, should not be used when operating equipment, during inclement weather or in heavy traffic.

Except in an emergency, personal cellular phones should be used on breaks and lunch periods.