



**CITY OF BOWLING GREEN  
ADMINISTRATIVE INSTRUCTION NO. 39**

**COMMERCIAL DRIVERS' LICENSES**

These Administrative Instructions establish City policy with respect to Commercial Drivers' Licenses for non-bargaining City employees.

**INSTRUCTIONS**

If a job classification requires a Commercial Drivers' License (CDL), the employee shall obtain such license within his/her probationary period. The City shall pay the cost of the initial test. Thereafter, the City shall pay \$19.00 toward the cost of the renewal of the Commercial Driver's License; however, employees are responsible for paying for any costs associated with retests.

In the event that an employee's CDL is suspended or revoked, and the employee can no longer perform his/her essential job functions, then he/she will be subject to the disciplinary process.

  
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John B. Quinn

  
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Date