



# California University of Pennsylvania

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## OSPR Procedure: Cellular Telephone Usage While Driving and Performing Work Under Sponsored Programs, Research, or Contracts

### A. Purpose and Scope

This procedure sets forth the California University of Pennsylvania guidelines for cellular telephone usage while driving and performing work under sponsored programs or research. This procedure applies to all University faculty, staff, agents, and students performing work under a sponsored program, research or contract pursuant to Executive Order 13513, *Federal Leadership on Reducing Text Messaging while Driving* dated October 1, 2009.

### B. Definitions

1. *Driving* – Operating a motor vehicle on an active roadway with the motor running, including while temporarily stationary because of traffic, a traffic light, stop sign, or otherwise. Driving does not include operating a motor vehicle with or without the motor running when one has pulled over to the side of, or off, an active roadway and has halted in a location where one can safely remain stationary.
2. *Cellular Telephone Usage* – Includes using a hand-held cellular telephone without a hands-free calling feature or apparatus. This term does not include glancing at or listening to a cellular telephone that is secured in a commercially designed holder affixed to the vehicle, provided that the destination and route are programmed into the device either before driving or while stopped in a location off of the roadway where it is safe and legal to park.
3. *Text Messaging* – Reading from or entering data into any hand-held or other electronic device, including for the purpose of short message service texting, emailing, instant messaging, obtaining navigational information, or engaging in any other form of electronic data retrieval or electronic data communication (email). This term does not include glancing at or listening to a navigational device that is secured in a commercially designed holder affixed to the vehicle, provided that the destination and route are programmed into the device either before driving or while stopped in a location off of the roadway where it is safe and legal to park.

### C. Procedure(s)

1. Consistent with Executive Order 13513 and all other applicable state laws and regulations, all University faculty, staff, agents, and students shall not engage in text messaging when driving federally-owned or University-owned vehicles or while driving any vehicle,

including personally owned vehicles, while performing work under a sponsored program, research or contract.

2. The principal investigator will be responsible for ensuring that faculty, staff, agents, and students working on the sponsored program, research or contract abide by the requirements of this procedure.