

Annex F: Trip Drivers' Log Book



# \_\_\_\_\_ Royal Canadian Air Cadet Squadron

Squadron Address \_\_\_\_\_

Telephone No: \_\_\_\_\_

**Trip Driver's Log Book**

Instructions

- Proceed directly from the LHQ (local headquarters) to the designated training site.
- Any stops en route should be planned and authorized in advance by the CO
- Cadets should be returned to the same point that they departed from (the LHQ) unless authorized in advance by the CO
- The driver should never be left alone with a cadet. Always ensure that there are at least two cadets (or another adult) in the vehicle at all times.
- Carry a cell phone for emergencies. Know the phone number of the LHQ and the CO, as well as a contact number at the destination if possible.
- You are driving other people's children and are expected to drive in a safe, cautious and courteous manner. You are bound to adhere to the "rules of the road" and the requirements of the various Provincial Motor Vehicles Acts/Regulations.

Date: \_\_\_\_\_ Activity: \_\_\_\_\_

Location: \_\_\_\_\_

Driver's Name: \_\_\_\_\_ Phone: \_\_\_\_\_

License Number: \_\_\_\_\_ (retain copy in log book)

Insurance Company / Policy No: \_\_\_\_\_  
(Retain copy in log book)

Name of Cadets:

\_\_\_\_\_  
\_\_\_\_\_

*I agree to be supervised by a military officer or civilian instructor of the cadet unit for which I am volunteering and I hereby certify that I am a licensed and insured driver entrusted with the care and control of the CADETS assigned to me. I will abide by the laws of the Highway Traffic Act and I understand the Air Cadet League's policy states that cadets must at all times travel and work in pairs or groups.*

\_\_\_\_\_  
Driver's Signature

I authorize the above named individual to drive cadets in support of the authorized activity listed above.

\_\_\_\_\_  
Commanding Officer's / Designator's Signature