



## GROUP AGREEMENT AND SCHEDULE – 2023

Any future changes will require the County Vehicle (CV) group to complete and execute an updated County Vehicle (CV) Group Agreement and Schedule. It is the groups responsibility to provide timely updated Group Agreements to the Human Resources Commuter Services Division. County Vehicles (CV) must be parked in a secure location such as the private residence of an active registered participant, County gated facility (when available), or other location approved by the Human Resources Commuter Services Division and Fleet Services. Each registered participant in the group who is authorized to drive must participate in the driving rotation in fairness to all County Vehicle (CV) group members, unless the group has unanimously agreed to a different arrangement. Please send a written notice to the Human Resources Commuter Services Division immediately if a registered participant is unable to drive due to a medical condition or legal restriction. The County Vehicle (CV) group read and understood the County Vehicle (CV) terms and conditions, as evidenced by their signatures and date on this document.

I. **WORK LOCATION(S):** CAC 4080 Lemon Street, Riverside and RCIT 3450 14<sup>th</sup> St., Riverside

**WORK SCHEDULE:** 07:00am – 4:30pm

On January / 01 / 2023 we, the participants in **COUNTY VEHICLE (CVXXX)** CV123

**UNIT NUMBER (XX-XXX):** 18-765, agreed to the following County Vehicle (CV) group agreement and schedule:

**\*Allow a minimum of 5 minutes between arrival and departure time from your pickup/drop off locations.**

II. MORNING LOCATION(S):	* ARRIVAL	* DEPARTURE
1. <u>1234 South Main Street, Corona</u>	<u>6:00</u> am	<u>6:05</u> am
2. <u>Park &amp; Ride, 250 East Blaine Street, Corona</u>	<u>6:20</u> am	<u>6:25</u> am
3. _____	_____ am	_____ am
4. _____	_____ am	_____ am
III. AFTERNOON LOCATION(S):	* ARRIVAL	* DEPARTURE
1. <u>4080 Lemon Street, Riverside</u>	<u>4:35</u> pm	<u>4:40</u> pm
2. <u>3450 14<sup>th</sup> Street, Riverside</u>	<u>4:45</u> pm	<u>4:50</u> pm
3. _____	_____ pm	_____ pm
4. _____	_____ am	_____ am

**V. PARTICIPANT APPROVAL:** (Signature **REQUIRED** from each registered participant.)

**PRINT NAME/EMPLOYEE ID NUMBER:**

**SIGNATURE:**

1. Penny Wise/123456
2. Moe Skeeto/789123
3. Paige Turner/987654
4. Stan Dup/789654
5. Sue Shi/654321
6. \_\_\_\_\_

Penny Wise  
Moe Skeeto  
Paige Turner  
Stan Dup  
Sue Shi  
\_\_\_\_\_

**VI. MAIN CONTACT PERSON (CAPTAIN):** Penny Wise

CONTACT TELEPHONE NUMBER(S): 951/955-0000 (work) 951/555-1234 (cell)

CONTACT EMAIL ADDRESS: PWISE@RIVCO.ORG and PWISE88@GMAIL.COM

CONTACT DEPARTMENT and DIVISION: Human Resources/Commuter Services Division

CONTACT MAIL STOP: 108

**VII. SECONDARY CONTACT PERSON (CO-CAPTAIN):** Paige Turner

CONTACT TELEPHONE NUMBER(S): 951/955-9900 (work) 951/555-4321 (cell)

CONTACT EMAIL ADDRESS: PTURNER@RIVCO.ORG and TURNTHEPAIGE@GMAIL.COM

CONTACT DEPARTMENT and DIVISION: RCIT/TSB

CONTACT MAIL STOP: 1575

**VIII. STORAGE AND LOCATION ADDRESS FOR THE COUNTY VEHICLE (CV) WHEN NOT IN USE FOR COMMUTING:**

1234 South Main Street, Corona

Please submit to Commuter Services via email ([icommute@rivco.org](mailto:icommute@rivco.org)). Thank you!

COUNTY VEHICLE (CVXXX) CV123