

Policy No. 702

Area: Facilities Management

Adopted: June 9, 2016

Revisions Adopted:

*Original signature is on file in
Administration & Finance*

Certified by _____
Dr. Cynthia Jackson-Hammond
University President

SUBJECT: University-Provided Vehicle Operations

The purpose of this policy is to establish the official university policy for operation, usage, maintenance, and driving of university owned, leased, loaned, or rented vehicles for authorized university business. Because of the nature of the duties and responsibilities of certain positions, some university employees are required to drive university-owned, leased, loaned, or rented vehicles or privately owned vehicles while conducting authorized university business. For the purpose of the policy, the term “university employee” includes faculty, staff, and administration.

Procedure:

University-Provided Vehicle Operations 702.1