

Policy

Policy Title:	State Vehicle Use Sharing				
Policy Number:	DHS-030-007	Version:	1.0	Effective Date:	02/15/2002

DHS Chief Administrative Officer

02/15/2002

Approved By: (Authorized Signer Name)

Date Approved

Overview

Guidelines For The Use Of State Vehicles By Offices Statewide.

Policy

Local Service Delivery Area Managers are required to develop plans to efficiently utilize state vehicles for client and DHS needs.

Priority for vehicle usage is:

1. Client services.
2. Department meetings and trainings.
3. General Department business.

Offices are encouraged to share vehicles internally and within the geographic area.

Plans should assure that appropriate vehicles are available for the area. Eg. SUVs and Jeep types should be given priority assignment to mountain areas.

All DAS and other administrative rules and policies apply.

Procedure(s) that apply:

None

Form(s) that apply:

None

Definition(s):

See [Common Terms](#) for department-wide support services policies

Reference(s):

None

Contact(s):

Name: Linda Riddell; **Phone:** 503-945-5817; **Email:** linda.c.riddell@state.or.us

Policy History:

- **Version 1.0:**

- 02/15/2002 Initial Release

Keywords:

(List keywords here that might be used by someone to search for this policy on the internet)

