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Subject: Use of College Owned Vehicles

Revised: October 24, 2002

Use of College Owned Vehicles

Authorized College personnel, who have been cleared by the College's insurance carrier, are permitted to operate College-owned vehicles.

Driving records are ordered from the State of Florida periodically for all authorized personnel who operate College-owned vehicles.

Copies of driving records, operator's licenses of authorized personnel, and a signed Drivers Safety Policy are kept on file in the Office of Human Resources.