

NOTICE OF PROPOSED REGULATION AMENDMENT

Date: March 23, 2009

REGULATION TITLE:
Assignment and Use of University Vehicles

REGULATION NO.:
UCF-4.031

SUMMARY OF REGULATION AMENDMENT: This regulation is being amended to reflect technical changes, including renumbering of the regulation.

AUTHORITY: BOG Resolution dated January 7, 2003

NAME OF PERSON WHO INITIATED PROPOSED REGULATION AMENDMENT:
Regulations Administrator

COMMENTS CONCERNING THE PROPOSED REGULATION AMENDMENT SHOULD BE SUBMITTED WITHIN 14 DAYS OF THE DATE OF THIS NOTICE TO THE CONTACT PERSON IDENTIFIED BELOW. The comments must identify the regulation you are commenting on.

THE PERSON TO BE CONTACTED REGARDING THE PROPOSED REGULATION AMENDMENT IS:

Regulations Administrator
4000 Central Florida Blvd.
Millican Hall, Suite 360
Orlando, FL 32816-0015
Phone: (407) 823-2482
Fax: (407) 823-6155
e-mail: regulations@mail.ucf.edu

FULL TEXT OF THE PROPOSED REGULATION AMENDMENT:

UCF~~6C7~~-4.031 Assignment and Use of University Vehicles.

(1) All vehicles owned, rented or otherwise contracted by the University shall be operated in consonance-accordance with the following policies and implementing regulations.

(a) These vehicles will be used only for official business or to relieve emergency situations where the protection of life or property is involved and there is no other means of transportation available.

(b) Department heads requesting and/or authorizing the use of University controlled vehicles are responsible that such use is for official business.

(c) Only drivers authorized under these procedures shall be permitted to drive these vehicles.

(d) Only on special occasions in connection with official travel being performed in state owned or rented vehicles, when it has been determined by a University Vice President that the purposes of the travel can be more usefully served by including persons other than state officials, employers, or students, such persons may be authorized to travel in such vehicles provided no expense to the state is involved.

(2) Compliance with Parking and Traffic Regulations. University owned or leased vehicles shall be operated in accordance with all ~~state, county, municipal~~traffic and parking laws and ~~university parking rules and~~ regulations, including the parking regulations of the University.

(3) Responsibilities of Operators of University Vehicles. Persons operating University owned or leased vehicles are personally responsible that these vehicles are operated in accordance with all applicable state, county, and local motor vehicle traffic and parking laws, ordinances, and regulations.

(4) Payment of Traffic and Parking Violation Citations (Fines). All traffic and parking citations issued to a University owned or leased vehicle shall be paid by the operator of the vehicle whose actions caused the citation to be issued. Such citations that are not paid directly by

the responsible individual may have to be paid by the University and in such case the University shall have the power to recover the amount paid directly from that individual.

Authority: ~~BOG~~Florida Board of Governors Resolution dated January 7, 2003. History–New 10-8-75, Formerly 6C7-4.31, Amended 1-20-87, 3-16-03; Formerly 6C7-4.031, Amended _____ - 09.