

DISTRICT VEHICLES

All District vehicles and drivers must comply with the California Vehicle Code and Title 13 (Motor Carrier Safety).

All drivers of district-owned or leased vehicles both on and off campus must have a current license appropriate for the vehicle to be driven.

Any vehicle, including buses, vans, and trucks, that carries ten or more persons including the driver is defined in the Vehicle Code as a bus. All operators of buses must have a current Class B license, a current medical certificate, a current First Aid Certificate, and be enrolled in the Employer Pull Notice Program through the Eureka Maintenance Department.

All District facilities maintaining vehicles defined as buses must keep records of driver's hours, vehicle maintenance, vehicle inspection records, and Employer Pull Notice Program notifications. All of these records must be made available to the California Highway Patrol. The CHP is required to inspect the records at least once every 13 months.

All District vehicles with equipment for transporting the disabled must comply with all applicable laws and regulations regarding such vehicles.

Vehicles made available to the District personnel are for use in the conduct and operation of District business.

- Regular or occasional garaging of district-owned or leased vehicles at any location other than the one assigned is permitted only with prior written approval.

The Campus Vice Presidents of Del Norte and Mendocino Coast are responsible for controlling access to and use of all District vehicles assigned to that location. Copies of all repair and service records will be forwarded to the Eureka Maintenance Department.

The name, home address, employee number, and California driver's license number of any person to be authorized to drive District vehicles must be submitted to the location responsible for use of District vehicles prior to final granting of authorization.

Reference: Title 13, California Code of Regulations, Division 1, Chapter 1

Approved: 10/3/06