

## **FLEET MANAGEMENT**

It is the responsibility of WSD to ensure safe, efficient use of Washington School for the Deaf (WSD) owned or leased vehicles.

In compliance with Executive Order 05-01 (Sustainability), the WSD Board of Trustees directs the Superintendent to develop Fleet Management procedures for all agency owned or leased vehicles. These procedures are to include, but not be limited to:

- Operation of WSD vehicles
- Reporting of accidents or damage to a state owned vehicle
- Managing vehicle availability
- Use of credit cards assigned to a state vehicle
- Purchasing and use of a four-wheel drive vehicle

Legal Reference: Executive Order 05-01 (Sustainability)

**Adoption Date: October 20, 2005**