

Policy No.: P700-15-11	Type of Policy: Personnel
Policy Title: Use of Private Autos on District Business	
Policy Description: Using private vehicles for District business under the condition that pool cars are not available.	
Approval Date: 12/18/2007	Last Review Date: 2015
Approval Resolution No.: 60-07	Next Review Date: 2019
Rescinded Resolution No.: 13-97	Rescinded Resolution Date: 2/18/1997

It is the policy of the Board of Directors of Dublin San Ramon Services District:

When reasonably available, employees shall use District pool cars before using a private vehicle for District business. When using a private vehicle, the employee shall be reimbursed at the mileage rate allowed under Federal IRS rules in effect at the time mileage is accrued.

The General Manager shall develop comprehensive rules in furtherance of this policy.

Policy is current and no changes need to be adopted by the Board of Directors. <u>Status Quo Chronology:</u>	
Date Adopted:	
December 18, 2007	
Reviewed by Committee or Board:	Date:
Personnel	May 5, 2011
Board	June 16, 2015