

2607.1 REQUIREMENTS TO DRIVE A UNIVERSITY OWNED OR RENTED VEHICLE ON BEHALF OF THE UNIVERSITY

Subject: Risk Management & Insurance
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PURPOSE

To define the driver requirements for operating any vehicle on behalf of the University or Health System.

POLICY

Individuals driving an owned, rented, or leased vehicle on behalf of the University or Health System are required to:

1. Maintain a valid and applicable Driver's License.
2. Comply with all local, state, and federal laws.
3. Observe the University's restriction of the rental of 15-passenger vans for any purpose. Only 12-passenger vans, 7-passenger mini-vans or sedans are permitted.
4. Successfully complete the Driver Safety Courses via Knowledge Link:
 - A. Car Drivers – *Fundamentals of Driver Safety*
 - B. Van Drivers – *Driver Safety for Van Drivers*

(Recertification of Driver Safety Courses is required every 3 years)