FLORIDA DEPARTMENT OF JUVENILE JUSTICE POLICY

Secretary /s/, Wansley Walters  Date: 4/18/13

Subject: Vehicle Operations

Section: FDJJ – 1306

Originating Office: Administration

Authority: Section 273.05, Florida Statutes.
Section 273.055, Florida Statutes.
Section 287, Part II, Florida Statutes.
Rule 60B-1 and 3, Florida Administrative Code.

Related References: Sections 110.504 and 216.262, F.S.
Section 284.30 and 284.31, F.S.
FDJJ 1002.24 – Perquisites
FDJJ 1305 - Safety
FDJJ 1312 - Property Management and Control
FDJJ 1407.1 – Travel
FDJJ 1407.5 – Purchasing Card (P-Card Program)
FDJJ 1675 – Purchasing
Quality Assurance Standards for Juvenile Justice, Residential & Correctional Facilities, 9.06
Quality Assurance Standards for Juvenile Justice, Detention Facilities, 10.06
EMIS Handbook

Purpose: Provides standards regarding the procurement, management, operation, maintenance and disposition of state owned and leased vehicles pursuant to laws, rules, and management policy.

Offices Affected by the Policy: All offices within the Department, including any other individuals authorized to operate and be a passenger in a state owned or leased vehicle.
POLICY STATEMENT:
All state owned and leased vehicles:

- Will be purchased, maintained, operated, and disposed in accordance with all laws, rules and policies.
- Will not be used for personal use or gain.
- Will be assigned to the motor vehicle pool and not to an individual.
- Nothing in this policy or procedure shall be construed as to circumvent or to not follow law, rules or policies and procedures.

PROCEDURES/MANUALS:
Access procedures for this policy at the following link: