

**Neah-Kah-Nie
School District 56**

Code: **EEBA**
Adopted: 11/12/01
Readopted: 1/14/08; 4/13/15
Orig. Code(s): EEBA

District Vehicles

All district-owned vehicles must be maintained by the district. The employee responsible for the vehicle must see that the vehicle is properly maintained by a responsible mechanic and that a record of the maintenance is in the vehicle at all times.

District-owned vehicles will not be used for personal or private use unless approved by the superintendent or his/her designee and such use is consistent with applicable provisions of ethics laws.

The proper number of safety restraints must exist in the vehicle to accommodate all passengers and must be worn during the operation of the vehicle.

If an accident occurs that involves the district vehicle, a report must be made immediately to the superintendent's office.

Liability insurance for all vehicles owned by the district shall be maintained by the district at an amount set by the agent-of-record for the district.

END OF POLICY

Legal Reference(s):

[ORS 332.107](#)
[ORS 801.455](#)
[ORS 811.210](#)
[ORS 820.105](#)
[ORS 820.110](#)
[ORS 820.120](#)

[OAR 437-002-0220 to -0227](#)