

### USE OF PERSONAL VEHICLE

Employees shall be reimbursed for use of their personal vehicles in the performance of their official duties with approval of the Chancellor, college Presidents, or their designees.

Whenever the vehicle of an employee is damaged in the line of duty, as authorized above, the District shall pay the costs of repairing the damage, up to a maximum of two hundred dollars (\$200.00). In the event the employee is covered under personal collision insurance, the District shall pay only those costs not reimbursed by the employee's insurance carrier up to a maximum of two hundred dollars (\$200.00).

Historical Annotation::

Revised 1/1/85

Second Revision 11/18/87 (effective 1/1/87)

Third Revision 2/8/89 (effective 3/1/89)

Fourth Revision 1/31/90 (effective 2/1/90)

Fifth Revision 6/27/90

Sixth Revision 7/21/99

Seventh Revision 5/29/02

Eighth Revision 5/26/04

Ninth Revision 12/12/12