



JCS-Inc. Policies

## **8025.1 Use of Personal Vehicle Policy**

**Effective Date: September 8, 2017**

**Approved by: Board of Directors**

### **Policy:**

It is the Governing Board's policy to define the employee's responsibilities in use and operation of personal vehicles during working hours. Employees required to use their personal vehicle for business purposes are considered completely responsible for any accidents, fines or traffic violations incurred, and are responsible for paying any moving violation or parking tickets.

Original Policy 02/27/01

Revised Policy 09/12/08

Revised Policy 09/08/17