State Vehicle Terms of Use

1. State vehicles shall be used for official University-related business only.
2. State vehicles shall not be parked in any illegal stalls, tow-away zones or handicap marked stalls (unless a handicap pass is provided by the operator).
3. The vehicle will be returned to the marked stall after use.
4. Operators shall drive safely and obey all traffic and ordinances, rules and regulations. Fines for traffic violations or crimes shall be the responsibility of the operator.
5. Smoking is prohibited in all State vehicles.
6. Cell phone use is prohibited while operating a State vehicle.
7. State vehicles shall be operated only by Hawaii CC employees or Hawaii CC student employee with valid driver’s license.
8. At no time shall unauthorized riders be permitted in a State vehicle.
9. The operator is required to fill out the Monthly mileage log.
10. Vehicle is to be free of any rubbish after use.