

	<b>STATE OF ALASKA DEPARTMENT OF TRANSPORTATION AND PUBLIC FACILITIES</b>		POLICY AND PROCEDURE NUMBER <b>11.04.003</b>	PAGE 1 of 1
	<b>Policy and Procedure</b>		EFFECTIVE DATE December 15, 1993	
SUBJECT <b>Prevention of Damage or Abuse to State Owned Equipment</b>		SUPERSEDES		DATED
TITLE <b>State Equipment Fleet</b>	CHAPTER <b>Equipment Use, Care, &amp; Maintenance</b>	APPROVED BY <p style="text-align: center;">Signature on File</p>		

## PURPOSE

To establish a policy that will minimize damage or operating abuse of state owned equipment by requiring user agencies to pay for such damage or abuse.

## POLICY

SEF furnishes equipment to user agencies for the performance of their work. The terms on which this equipment is furnished to a user agency require that it be returned in like condition as issued, excepting normal wear and tear.

It is the policy of the department that damage or abuse caused to state owned equipment due to negligence, carelessness, or accident, is the responsibility of the using agency.

Specific procedures implementing this policy shall be included in the SEF portion of the department's procedure manual.

## AUTHORITY

## IMPLEMENTATION RESPONSIBILITY

Director, Administrative Services; Statewide Equipment Fleet Manager; Regional SEF Managers and Superintendents.