

UNIFIED FIRE AUTHORITY BOARD POLICY MANUAL	
Chapter 5 <i>Vehicle Policies</i>	Section 1 <i>Staff Vehicle Assignment and Use</i>

**Relevant Information:** UFA employees may need a UFA vehicle as a necessary component of their employment with UFA for either daily work use or the ability to return to work or the scene of an incident at any time. Providing a UFA vehicle to such employees ensures operational effectiveness and incident support during emergencies as well as to ensure the non-emergency business continuity of the UFA.

**Policy Statement:** It is the policy of the Board that the Fire Chief will determine the job categories requiring around-the-clock coverage that are most efficiently accomplished by assigning vehicles or providing a vehicle stipend to specifically identified staff employees. These categories will follow the basic structure of: 1) employees expected to travel around the UFA service area routinely and are often asked to return to work outside of normal work hours; 2) employees that need a vehicle to perform their work, but are not typically asked to return to work outside of normal work hours; and 3) employees who periodically require the use of a vehicle for department business. The Fire Chief may designate those in any category to receive a stipend or mileage reimbursement in lieu of providing a vehicle.