

Fleet Management Policy

Policy 1.2



POLICY

Per Nevada Revised Statute 561.105, the Board of Agriculture shall establish the policy of the Nevada Department of Agriculture (NDA).

The Fleet Management Policy shall ensure staff, and those working on behalf of the NDA, use NDA motorized and nonmotorized equipment safely and economically and prohibits the unauthorized use of motorized and nonmotorized equipment. The policy shall provide for centralized accountability including purchasing and maintenance. The policy includes any equipment that is gas, diesel, or alternate fuel powered and are owned by or loaned or leased to the NDA.

POLICY EFFECTIVE DATE

December 5, 2019

LAST REVISED DATE

November 20, 2019

REFERENCES

Nevada Revised Status 204.080, 284.888, 333.340, 334.010, 485.379; Nevada Administrative Code 486A; the NDA’s Prohibitions and Penalties; and the State Administrative Manual sections 0504, 1300, 1538, 1540.

POLICY REPLACES A PREVIOUS POLICY DATED

This policy replaces the Fleet Management Policy approved by the Board of Agriculture on September 2, 2015.

RESPONSIBILITIES

The leadership team, consisting of the director, deputy director, and each division administrator shall uphold the policies set forth by the Board of Agriculture.

APPLICABILITY

This policy applies to all NDA staff, and those who work on behalf of the NDA.

APPROVED BY:

Director

Date

Board of Agriculture

Date

This policy is not a substitute for relevant law or regulation, nor does it establish additional rights beyond those provided in law and regulation. This policy is intended to be used in conjunction with the state law and the Rules for State Personnel Administration (NRS & NAC 284).