

October 1, 2014

Vice Chancellor-Business and Administrative Services

Delegation of Authority—Use of University Vehicles

Business and Finance Bulletin 46: *Use of University Vehicles* ([BFB-BUS-46](#)) declares the responsibility for determining, authorizing, and controlling official use of University vehicles is that of the Chancellor or his designee. Effective as of the date above, I hereby re-delegate to the Vice Chancellor of Business and Administrative Services (VC-BAS) as my designee in handling policy matters related to [BFB-BUS-46](#). Included in this delegation is the authority to approve special policy exceptions per the guidelines provided in [BFB-BUS-46](#). These may include:

- Authorizing regular use of University vehicles for transportation between personal residences and University campuses in cases where unique work requirements mandate such use (Section III.B.5).
- Assigning vehicles to campus departments on a long-term basis when this arrangement meets department needs more efficiently and economically than any alternative (Section III.D.5).
- Approving special cases in which departmental vehicles are not required to adhere to normal campus vehicle maintenance schedules, particularly in regard to vehicles in use at field offices or other remote locations (Section III.D.6).
- Permanently assigning specialized vehicles (*i.e.*, mobile clinics, fire apparatus, waste collection vehicles, fork lifts, tractors) to the particular departments that use them (Section III.D.7).

This re-delegation supersedes all previous re-delegations on the subject. Any re-delegation of this authority must be in writing.

A handwritten signature in black ink, appearing to read "Kim A. Wilcox".

Kim A. Wilcox
Chancellor

Cc: UCR Delegations of Authority Coordinator