



County of Santa Clara

Policy Name: County Vehicle Driver Policies and Training

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Policy Type: Administrative

Category: Vehicles

Policy Name: County Vehicle Driver Policies and Training

Policy Owner: County Executive

Policy Purpose

The purpose of this policy is to implement the Board's [Comprehensive Vehicle Policy \(Board Policy 3.52\)](#) and to provide County employees with guidelines for obtaining driver authorization in compliance with the Comprehensive Vehicle Policy and the [County Vehicle Driver Policies and Training](#).

Policy Summary

In order to drive any vehicle while on official County business, all County drivers must have a County driver authorization. This policy provides guidelines on obtaining or renewing driver authorization, and is available online at <https://sccconnect.sharepoint.com/sites/lpi/Pages/county-vehicle-driver-policies-training.pdf>.

Procedures

See the County Vehicle Driver Policies and Training, available online at <https://sccconnect.sharepoint.com/sites/lpi/Pages/county-vehicle-driver-policies-training.pdf>.

Definitions



None.

Frequently Asked Questions

None.

Related Policies

- Comprehensive Vehicle Policy – Board Policy 3.52 - <https://saecommon.sccgov.org/countypolicy/Board-Policy-3.52-Comprehensive-Vehicle-Policy.pdf>

Related Forms and Information

- County Vehicle Driver Policies and Training, available at <https://sccconnect.sharepoint.com/sites/lpi/Pages/county-vehicle-driver-policies-training.pdf>
- Form 6409 – Request for County Driver Authorization -
[url]
</sites/forms/esa/LiabilityandPropertyInsuranceCountywideForms/Driver%20Authorization%20form%206409.pdf>
- Form 6448 – Driver Responsibility Statement -
[url]
/sites/forms/esa/LiabilityandPropertyInsuranceCountywideForms/Driver%20Responsibility%20Statement_%20private%20vehicles%20form%206448.pdf

History

Date	Changes Made
3/12/2014	Policy uploaded. (John Myers)



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