

**PLUMAS COUNTY
OVERNIGHT VEHICLE ASSIGNMENT POLICY**

Adopted October 26, 1993

1. All overnight vehicle assignments by departments to employees shall be limited to the first line emergency responses for critical services only, and then only when the situation dictates. Exceptions to this policy may be granted by the Board of Supervisors when in its judgment, the overnight assignment or permanent assignment of a vehicle is justifiable for reasons of safety, efficiency and/or economy.

First line emergency response is defined as a limited staff response which must be provided in order to prevent exposure to danger, chance of injury or damage to buildings or property.

To be considered for reasons of efficiency and/or economy the department must be able to demonstrate that overnight assignment of the vehicle will result in a cost savings to the County.

2. The occasional use of a vehicle would remain within the discretion of department heads and is not considered to be an assignment.

An example of occasional use is a circumstance when an employee must use a county vehicle to go to San Francisco for a 9:00 a.m. meeting and the home base of the vehicle is Quincy and the employee lives in Greenville. Driving the vehicle home would allow for an early departure and save travel time.

3. No vehicle assigned to any county employee or official shall be for the purpose of bestowing compensation or a benefit to the individual, unless the Board of Supervisors specifically approves it in writing and it is reported to the proper State and Federal taxing authorities.