



Ohio Administrative Code

Rule 123-1-03 Acquisition and use of state-owned vehicles.

Effective: May 4, 1981

(A) Each agency shall adhere to division (E) of section 123.011 of the Revised Code which provides that passenger automobiles acquired each fiscal year, except law enforcement and emergency rescue vehicles, shall achieve a fleet average fuel economy of not less than twenty-two miles per gallon in fiscal year 1981, and in future fiscal years a fleet average fuel economy prescribed by the department of administrative services.

(B) The appointing authority of each state agency is responsible for all state vehicles in his/her agency and for ensuring that vehicles are used only for state business.

(C) Use of pool cars is encouraged, whenever possible, so that improved vehicle utilization can be realized.

(D) All vehicles, including those assigned to individuals, shall be made available as circumstances warrant for use by any authorized agency personnel.

(E) Agencies shall instruct their employees who are utilizing vehicles to make use of their agency's fuel and maintenance facilities if applicable and to utilize the state of Ohio's term contract for "Service and Maintenance of State-Owned Vehicles."

(F) Agencies shall provide the department of administrative services and office of budget and management a monthly activity report on the miles driven, fuel purchased, and miles per gallon for each vehicle owned or rented. This may be a summary-fleet report.
