

<i>TYPE OF ORDER</i>	<i>NUMBER/SERIES</i>	<i>EFFECTIVE DATE</i>	<i>ISSUE DATE</i>
Memorandum	#10 Series 2004	04/13/04 at 7:00 A.M.	04/09/04
<i>SUBJECT TITLE</i>		<i>PREVIOUSLY ISSUED DATES</i>	
Use of City Vehicles			
<i>REFERENCE</i>		<i>RE-EVALUATION DATE</i>	
City Ordinance No. 67, 2004-10			
<i>SUBJECT AREA</i>		<i>DISTRIBUTION</i>	
Guidelines for use of city vehicles		All Personnel	

The Providence City Council has passed City Ordinance No. 67 of Chapter 2004-10. This ordinance establishes the following guidelines for use of city vehicles:

1. Permission must be granted by the Director of the Department (Chief of Police) for personal use of city vehicles beyond the boundaries of the City of Providence.
2. Personal use shall be limited to travel to and from work or a work-related event.
3. Officers who have not received specific permission from their respective Commanding Officer under the authority of the Chief of Police to take Department vehicles back and forth to work shall be considered to be in violation of this ordinance and subject to disciplinary action.

Commanding Officers shall ensure that all supervisors under their respective Command, as well as their subordinates, are aware of this city ordinance and any related departmental policies.

APPROVED:

DEAN M. ESSERMAN
COLONEL
CHIEF OF POLICE