

**Jefferson County
Education Service District**

Code: **EEBB**
Adopted: 1/2/08

Use of Private Vehicles for District Business

Employees who are expected to use a personal vehicle when traveling for business purposes will be reimbursed in an amount that meets requirements as set forth in mileage reimbursement rates established by the IRS .

Employees using private vehicles for district business are subject to ESD policies as long as the vehicle is being used for ESD business.

Employees using private vehicles for district business must carry vehicle insurance in accordance with Oregon Revised Statutes. The employee's personal vehicle insurance is the primary carrier in case of accident or damage. The ESD's insurance serves as the secondary carrier for liability purposes only.

END OF POLICY

Legal Reference(s):

[ORS 30.260 - 30.265](#)

[ORS 334.125\(7\)](#)

[ORS 801.455](#)

[ORS 811.210](#)

[ORS 815.055](#)

[ORS 815.080](#)

[OAR 581-024-0240](#)

[OAR 735-102-0010](#)