



Authorization to Commute in State Vehicle

AGENCY INFORMATION

Agency name	Division	
Fleet manager	Phone	Email

EMPLOYEE AUTHORIZATION

State Employee(s) named herein qualify for authorization to commute in a state vehicle pursuant to legal authority (check one):

<input type="checkbox"/> 47 O.S. § 156.1(A)	Essential employee approved by the governor (attach documentation of approval).		
<input type="checkbox"/> 47 O.S. § 156.1(B)(1)	Employee receives emergency calls regularly at the employee's residence when not on duty and is regularly called upon to use a vehicle after normal work hours in response to such emergency calls; and the round-trip distance between the employee's residence and assigned place of employment does not exceed 75 miles nor is their residence in the same county as their assigned place of employment. The state entity shall keep a monthly record of all participating employees, the number of emergency calls received, and the number of times that a state vehicle was used in the performance of emergency calls. (Law enforcement agencies are excluded from maintaining monthly records.)		
<input type="checkbox"/> 47 O.S. § 156.1(B)(1)	Employee provided temporary transportation between a specific work location other than the assigned place of employment and the employee's residence, and such use shall result in a monetary saving to the agency. This authorization is not subject to the distance or area restrictions of the above paragraph. Authorization shall be in writing stating the justification for the temporary use for a specific project and the saving expected to result. Records shall be maintained by the agency. Such temporary authorization shall be valid for not to exceed 60 days. Justification of a temporary authorization:		
<input type="checkbox"/> 47 O.S. § 156.1(B)(2)	<p>Any employee may be permitted to use a state-owned vehicle to provide transportation between the employee's residence and the assigned place of employment and between the residence and any location other than the assigned place of employment to which the employee travels in the performance of the employee's official duty if employed by (check applicable):</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; border: none; vertical-align: top;"> <input type="checkbox"/> Department of Public Safety. <input type="checkbox"/> Oklahoma State Bureau of Narcotics and Dangerous Drugs Control. <input type="checkbox"/> Oklahoma State Bureau of Investigation. <input type="checkbox"/> Alcoholic Beverage Laws Enforcement Commission. <input type="checkbox"/> Oklahoma Horse Racing Commission. <input type="checkbox"/> Oklahoma Department of Agriculture, Food, and Forestry. </td> <td style="width: 50%; border: none; vertical-align: top;"> <input type="checkbox"/> Office of the Inspector General within DHS. <input type="checkbox"/> Office of the State Fire Marshal (as a law enforcement officer or criminalist). <input type="checkbox"/> Oklahoma State Bureau of Investigation (as the public information officer, special investigator or assistant director). <input type="checkbox"/> A state board (as a CLEET-certified investigator). <input type="checkbox"/> A district attorney (as a law enforcement officer). </td> </tr> </table>	<input type="checkbox"/> Department of Public Safety. <input type="checkbox"/> Oklahoma State Bureau of Narcotics and Dangerous Drugs Control. <input type="checkbox"/> Oklahoma State Bureau of Investigation. <input type="checkbox"/> Alcoholic Beverage Laws Enforcement Commission. <input type="checkbox"/> Oklahoma Horse Racing Commission. <input type="checkbox"/> Oklahoma Department of Agriculture, Food, and Forestry.	<input type="checkbox"/> Office of the Inspector General within DHS. <input type="checkbox"/> Office of the State Fire Marshal (as a law enforcement officer or criminalist). <input type="checkbox"/> Oklahoma State Bureau of Investigation (as the public information officer, special investigator or assistant director). <input type="checkbox"/> A state board (as a CLEET-certified investigator). <input type="checkbox"/> A district attorney (as a law enforcement officer).
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<input type="checkbox"/> 47 O.S. § 156.1(B)(3)	Any Dept. of Public Safety employee who is an employee in the Driver License Examining division or the Driver Compliance division or a wrecker inspector/auditor of the Wrecker Services division may be permitted, as determined by the commissioner, to use a state-owned vehicle to provide transportation between the employee's residence and the assigned place of employment and between the residence and any location other than the assigned place of employment to which the employee travels in the performance of their official duty.		
<input type="checkbox"/> 47 O.S. § 156.1(B)(4)	The Dept. of Wildlife Conservation director, department heads and other essential employees, as authorized by the Wildlife Conservation Commission, may be permitted to use a state-owned vehicle to provide transportation between the employee's residence and the assigned place of employment and between the residence and any location other than the assigned place of employment to which the employee travels in the performance of their official duty.		
<input type="checkbox"/> 2007 OK AG 18	Travel to and/or from employee's place of residence in a state-owned vehicle is in the performance of employee's official duties or otherwise serves a public purpose (Refer to AG Opinion 2007-18).		

VEHICLE OWNERSHIP (one form per type of ownership)

<input type="checkbox"/> Agency.
<input type="checkbox"/> OMES Fleet Management.

