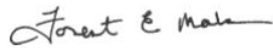


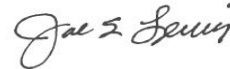
**AIKEN TECHNICAL COLLEGE
POLICY**

Policy Title: AUTHORIZATION TO USE ATC VEHICLES	Policy Number: 2-2-101
Institutional Authority: President	
Associated SBTCE Policy:	
Associated ATC Procedure: 2-2-101.1	

Approved:



President



Commission Chairperson

Date

Adopted: 07/01/2004

Date

Revised: 01/09/2023

DISCLAIMER

PURSUANT TO SECTION 41-1-110 OF THE CODE OF LAWS OF SC, AS AMENDED, THE LANGUAGE USED IN THIS DOCUMENT DOES NOT CREATE AN EMPLOYMENT CONTRACT BETWEEN THE EMPLOYEE AND THE AGENCY.

It is the policy of Aiken Technical College to provide access to vehicles to perform official business at the most economical cost. Personal vehicles may be used to conduct official travel on a reimbursable basis. All drivers of College-leased vehicles must complete all requirements of the South Carolina Fleet Safety Program driver education course.