

State of Delaware
Fleet Services
OPERATING POLICIES AND PROCEDURES

CATEGORY: INTRODUCTION	DATE ISSUED: 03-01-00 REVISED: 8-22-05 REVIEWED:3/1/18	EFFECTIVE DATE 03-01-00	POLICY NO: I-1
TITLE: OFFICE OF FLEET SERVICES			PAGE 1 OF 1

The Office of Fleet Services was established within the Government Support Services Section by [Title 29, Delaware Code, § 6308A\(m\)](#) and shall have the following powers, duties and functions. The Office of Fleet Services shall:

1. To establish, operate, and maintain a Statewide Fleet Management System;
2. To investigate and resolve all citizens' complaints relating to abuse or misuse of all agency/school district operated vehicles;
3. To recommend to the Budget Office appropriate funding levels for all agencies/school districts for in-state travel requirements;
4. To be the sole recipient of the proceeds from the disposal of vehicles and vehicle parts, including all non-general funds, except those funds that, as a basis for their authorization, require the proceeds of such disposal to be returned to the original source of the funds;
5. To establish an appropriated special fund account to sustain the total cost and operation of Fleet Services; and
6. To establish, operate, and maintain a Statewide ridesharing program for the transportation of State employees commuting to and from employment. Established by Senate Bill 410, Section 273, as approved by the 139th General Assembly.
7. Per [Title 29, Delaware Code, § 7106](#), establish, operate, and maintain a Statewide ridesharing program for the transportation of State employees commuting to and from employment. Established by Senate Bill 410, Section 273, as approved by the 139th General Assembly.