

CALIFORNIA STATE UNIVERSITY, CHICO

Authorization to Drive and Certification

Employees who operate vehicles on University/State business must comply with the following requirements:

1. Complete the CSU approved Defensive Drivers Training Program in the last four year period and agree to re-certify every four years.
2. Complete authorization to enroll in the DMV Employer Pull Notification Program which will:
 - ♦ Provide evidence of a valid driver's license. The license must be the appropriate type for the job and vehicle(s) to be operated.
3. Agree to abide by the CSU Vehicle Use Policy.

In addition:

- ♦ If using a private vehicle, employees must submit to their department a completed STD Form 261, Authorization to Use Privately Owned Vehicle on State Business. These forms are kept in the department and updated annually.

I. CERTIFICATION

By signing below I certify that :

I am in possession of a valid California or other State driver's license. I have not been issued more than three moving violations or have been responsible for more than three accidents (or any combination of more than three thereof) during the past twelve-month period.

Employee's Signature	Print Name	Date Signed
Campus email	Defensive Driver Training (DDT) Expiration Date(s) / / / / / /	Staff Student MPP <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>

II. APPROVAL

By signing below I authorize:

The above named University employee is in compliance with Defensive Driver Training, has signed the certification, and is authorized to operate vehicles on University (state) business.

Approving Authority Signature	Title	Date Approved
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III. RENEWAL

I have reviewed the above certification and approval and certify that the information provided is correct and valid.

Employee's Signature	Approving Authority Signature	Date Approved
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