

# SQUAXIN ISLAND TRIBE

RESOLUTION NO. 93 - 77

OF THE

## SQUAXIN ISLAND TRIBAL COUNCIL

**WHEREAS**, the Squaxin Island Tribal Council is the Governing Body of the Squaxin Island Indian Reservation by authority of the Constitution and By-Laws of the Squaxin Island Tribe, as approved and adopted by the General Body and the Secretary of the Interior on July 8, 1965; **and**

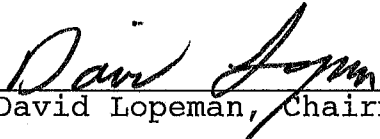
**WHEREAS**, under the Constitution and By-laws of the Tribe, the Squaxin Island Tribal Council is charged with the duty of protecting the health, security, education and general welfare of tribal members; **and**

**WHEREAS**, the Council has reviewed a proposed Tribal Vehicle Policy which will make pool vehicles available to qualified community members, upon final approval by the Executive Director, for purposes such as those mentioned in the policy except during regular business hours.

**THEREFORE BE IT RESOLVED**, that the Tribal Council is in full favor of this agreement and hereby adopts this Tribal Vehicle Policy.

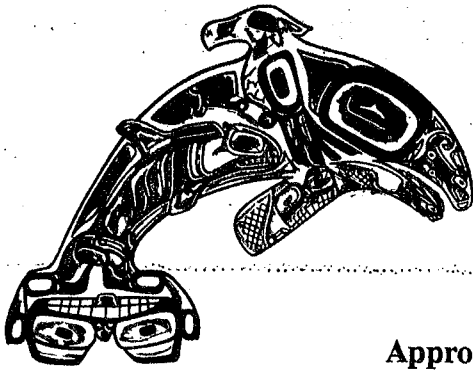
### C E R T I F I C A T I O N

The Squaxin Island Tribal Council does hereby certify that the foregoing Resolution was adopted at a regular meeting of the Squaxin Island Tribal Council, held on this 14<sup>th</sup> day of October, 1993, at which a quorum was present and was passed by a vote of 4 for, and 0 against with 1 abstentions.

  
David Lopeman, Chairman

Attested by:  
  
Mike Peters, Secretary

  
David Johns, Vice-Chairman



# SQUAXIN ISLAND TRIBE

## TRIBAL VEHICLE POLICY

Approved by Council on October 14, 1993

### I. AUTHORITY:

- A. Authorization to drive Tribal Vehicles is normally limited to Tribal Employees, including Tribal Council members who have been approved for insurance coverage. Exception to this policy is that Island Enterprise employees and tribal members or spouses, twenty-five (25) years of age or older, may drive tribal vehicles for certain approved activities provided that the individuals are covered by insurance provided by Island Enterprises or have individual insurance coverage which will cover all costs in case of accidents.
- B. Tribal members or spouses driving tribal vehicles must provide proof of current insurance coverage showing limits of liability and a valid driver's license.

### II. VEHICLE USE:

- A. Tribal Vehicles include all vehicles owned or leased by the Tribe.
- B. Vehicles are to be used only for tribal business purposes or functions unless special authorization has been obtained from the Executive Director and limited to the areas as defined in "Non-business Use."
- C. Youth and Senior programs will have priority use of the vans, unless the vans have been reserved for at least 60 days.
- D. Tribal business shall have priority use of vehicles.
- E. GSA leased vehicles shall **not** be used for anything other than Tribal business or functions.

### **III. NON-BUSINESS USE:**

- A. Tribal pool vehicles may be used for business or functions relating to tribal members and their immediate family members but does not preclude others from accompanying them. Activities for which the Executive Director may authorize use of the vehicles shall be limited to use for the general welfare of the community such as transporting Griffin Elementary, Junior and High School students to and from bus stop; providing bus services for Shelton students when buses are not running, Native American functions, transporting a number of people to and from airports, train stations, and other such emergent activities. Vehicle shall not be used for personnel use such as family picnics, vacations, and other such use.
- B. Department assigned vehicles used for non-business use must have both the Department Director's approval as well as the Executive Director's approval.

### **IV. RULES AND REGULATIONS FOR USE:**

- A. The following rules and regulations must be followed while driving the vehicles:
  - 1. Eating food, smoking, use of tobacco products, drugs or alcohol is not allowed in vehicles.
  - 2. No more passengers may be allowed in the vehicles than there are workable seat belts and seat belts must be used when vehicle is in motion.
  - 3. Vehicles must be returned in a neat and orderly condition or a cleaning charge may be imposed.
  - 4. All drivers will be expected to follow all county and state regulations. Drivers will be responsible for any citations incurred.
  - 5. Damages other than those incurred by employees during normal tribal business use of the vehicles will be charged to the driver.
  - 6. A 24 hour request must be given for use of any Tribal Vehicle for other than tribal business use.

7. All authorizations for use of vehicles outside of tribal business must be approved by the Executive Director.
8. All out-of-state use of vehicles shall have prior approval from the Executive Director.
9. Fees for use of vehicles for non-business use will be at the prevailing Tribal rate per mile.
10. A deposit equal to the estimated mileage to be driven will be required prior to the keys being released for non-business use. If gas, oil etc. are purchased by the driver, the driver shall turn in receipts for purchases and that amount shall be deducted from the rate per mile cost.
11. Drivers are responsible for filling vehicles with gas from tribal pumps after returning from trips or if the tank is less than half full. If this is not possible, the driver must either fill the tank the next morning or get someone to do it so that the next driver has adequate gas for his/her trip.
12. Non-employee drivers must provide proof of current insurance and valid driver's license before driving any tribal vehicle.
13. Employee's (including Tribal Council members) must provide a copy of a current driver's license.
14. Drivers shall report any problems relating to the vehicles to the Administrative Services Director in writing. In case of accidents, which must be reported as soon as possible, a copy of the accident report shall be provided to the Tribal Enforcement Department and to the Administrative Services Director. Should damage occur to a vehicle on reservation, the driver shall file a written report with the Law Enforcement Department with a copy to the Administrative Services Director.
15. GSA Leased vehicles have a federal credit card which must be used for gas, oil and service up to \$50. Repairs over \$50 have to be approved by GSA. Drivers are expected to fill the GSA vehicle with gas if the tank is less than half full.
16. Non-compliance to any of the above rules and regulations will be grounds for losing rights to drive.