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OFFICE OF RISK SERVICES—
ASSOCIATE VICE PRESIDENT & CHIEF RISK OFFICER

OFFICE OF THE PRESIDENT
1111 Franklin Avenue. 10th Floor
Oakland, California 94607-5200

September 7, 2018

CHANCELLORS
ACADEMIC COUNCIL CHAIR MAY
LABORATORY DIRECTOR WITHERELL
ANR VICE PRESIDENT HUMISTON

Re: Systemwide Review of Proposed Revisions to Presidential Policy BFB-BUS-46

Attached for Systemwide Review are proposed revisions to Presidential Policy BFB-BUS-46.

The Office of Risk Services (OPRS) partnered with the systemwide UC Driver Vehicle Safety Workgroup and the UC Fleet Managers Workgroup to complete a comprehensive review of UC Business and Finance Bulletin 46 (BUS 46), which was last revised in July 1994. The BUS 46 Policy applies to the use of any UC vehicle (owned or leased) and any personal vehicles used in the course of University business. The following proposed changes to the Policy aim to increase accountability for vehicular usage throughout the UC system to improve safety, reduce vehicular accidents, and create cost savings to the University.

- The inclusion of the California Department of Motor Vehicles (DMV) Negligent Operator Treatment System (NOTS) as a standard for eligibility to drive on behalf of the University.
- Implementation will apply to all drivers on University business – not solely employees.
- Establishment of Vehicle Collision Review Committees to review collisions, determine preventability, and promote driver safety awareness.
- Establishment of guidelines for drivers involved in preventable collisions including training, suspension, and potential revocation of driving privileges.

The proposed revisions were presented to the Policy Advisory Committee (PAC) on September 21, 2017. During that meeting, the PAC recommended additional UC stakeholders to review the revisions of BUS 46 and provide feedback since the Policy affects major units, including Human Resources, Labor Relations, Research Policy Analysis and Coordination, Academic Policy and Compensation, and Student Affairs.

Systemwide Review is a public review distributed to the Chancellors, the Director of Lawrence Berkeley National Laboratory, the Chair of the Academic Council, and the Vice President of Agriculture and Natural Resources requesting that they inform the general University community, affected employees, and union membership about policy proposals. Systemwide Review also includes a mandatory, three-month full Senate review. Employees should be afforded the opportunity to review and comment on the draft policy. Attached is a Model Communication which may be used to infor non-exclusively represented employees about these proposals. The Labor Relations Office at the Officer of the President is responsible for informing the bargaining units representing union membership about policy proposals.

We would appreciate receiving your comments no later than December 17, 2018. Please submit your comments to ehs@ucop.edu. If you have any questions, please contact Ken Smith at 510-882-3499.

Sincerely,

Cheryl Lloyd
Associate Vice President & Chief Risk Officer

Attachments: Presidential Policy BFB-BUS-46 (redline and clean copy)
Model communication

cc: President Napolitano
Provost and Executive Vice President Brown
Executive Vice Chancellors/Provosts
President's Advisory Group
Vice President Duckett
Vice President Ellis
Vice President Holmes-Sullivan
Vice Provost Carlson
Vice Provost Gullatt
Deputy General Counsel Woodall
Vice Chancellors/Vice Provosts of Academic Personnel/Academic Affairs
Academic Personnel Directors
Chief of Staff Rachel Nava
Executive Director Baxter
Executive Director Chester
Executive Director Peterson
Director Grant
Director Hairston
Director Henderson
Director Lee
Manager Smith
Manager Steinhoff
Manager Jordan
Manager Crosson