

15.19 Vehicle Insurance

Policy:

It is the policy of Licking/Knox Goodwill Industries, Inc. to provide and maintain fleet insurance coverage on its vehicles and approved Goodwill drivers.

Procedure:

The Transportation and Facilities Supervisor is responsible for acquiring, maintaining, and annually reviewing fleet vehicle insurance coverage. The Transportation and Facilities Supervisor shall consider recommendations from the insurance carrier regarding limits, terms and coverage costs and shall submit all insurance policy proposals to the CEO/President for approval.

The Transportation and Facilities Supervisor is responsible for making additions or deletions to insurance coverage with the purchase or disposal of fleet vehicles. Written verification of any changes in insurance coverage must be forwarded to the Director of Finance.