



VEHICLE EQUIPMENT

INDEX CODE: 1504
EFFECTIVE DATE: 12-01-13

Contents:

- I. Ancillary Vehicle Equipment
- II. Unauthorized Alterations
- III. Cancellation

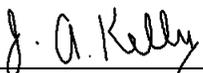
I. ANCILLARY VEHICLE ITEMS

- A. Television sets and/or other such video or transmitting devices are **prohibited** unless issued as required equipment or approved in writing by the Director of the Field Enforcement Division.
- B. Employees are permitted to carry and use cellular telephones in their vehicles subject to the following conditions:
 - 1. All costs associated with the purchase and use of private cellular telephones are the sole responsibility of the employee or agent/inspector. (*Exception: Private cellular telephones may be used if the agent is working in an area where their issued telephone does not work. Employees will be reimbursed for the use of their private cellular telephone call by submitting the proper expense sheets.*)
 - 2. Cellular telephones may not be permanently mounted in the vehicles. Only portable or transportable telephones may be used.
 - 3. Employees may not use telephones to engage in secondary employment while on duty. This applies to their issued and private cellular telephones.
 - 4. Employees who carry private cellular telephones in their vehicles while on duty are encouraged to inform their supervisor of their telephone number.

II. UNAUTHORIZED ALTERATIONS

- A. Employees may not make any alterations to issued vehicles, without the approval of the director. A written request for approval will be submitted to the director through the employee's chain of command. Employees will maintain a copy of all approval letters.
- B. Nothing may be attached to the dash or windshield area to the right of the center line of any issued vehicle equipped with a passenger side air bag due to the possible deployment of the air bag if the vehicle would be involved in an accident.

III. CANCELLATION: None.



Jeffrey A. Kelly, Director