



ASSOCIATE VICE CHANCELLOR  
CHIEF FINANCIAL OFFICER

BERKELEY, CALIFORNIA 94720  
125 UNIVERSITY HALL #1100

August 31, 2016

DIRECTOR for PROPERTY MANAGEMENT and THE LIBRARY BINDERY  
Eric Anglim

**Re: Delegation of Authority – Use of University Vehicle (Business and Finance Bulletin BUS-46)**

Effective the date of this letter, in accordance with Business and Finance Bulletin BUS-46, *Use of University Vehicles*, I am re delegating to you as Director for Property Management and The Library Bindery, the responsibility to implement and administer the following provisions of BUS-46 as follows:

- The control and use of University vehicles;
- Establishing and maintaining procedures for approving authorized drivers;
- Fleet Operations Unit shall be responsible for the acquisition, inspection, and record keeping for all general purpose vehicles, including those assigned for long-term use to other departments, and specialized vehicles, as appropriate;
- Fleet Operations Unit shall be responsible for the maintenance and service of all general purpose vehicles including those assigned to a department on a long-term basis.
- Requirements for reporting vehicle accidents and moving violations;
- Requirements of the DMV's Employer's Pull Notice (EPN) System.

This delegation may not be further re delegated.

Please contact Laila DeBerry in the Chancellor's Office of Ethics, Risk and Compliance Services at 643-0233 or via email at [Ldeberry@berkeley.edu](mailto:Ldeberry@berkeley.edu) with any concerns you may have regarding this delegation of authority.

  
Rosemarie Rae  
Associate Vice Chancellor-Chief Financial Officer

cc: Interim Vice Chancellor S. Bidy  
Chief Campus Counsel C. Patti  
Chief Audit Executive W. Riley  
Campus Delegations Coordinator L. DeBerry