

§ 102-34.5

- 102-34.200 What agencies have a special exemption from displaying U.S. Government license plates and motor vehicle identification?
- 102-34.205 What license plates and motor vehicle identification do we use on motor vehicles that are exempt from motor vehicle identification and U.S. Government license plates?
- 102-34.210 What special requirements apply to exempted motor vehicles operating in the District of Columbia?
- 102-34.215 Can GSA ask for a listing of exempted motor vehicles?

Subpart C—Official Use of Government Motor Vehicles

- 102-34.220 What is official use of a motor vehicle owned or leased by the Government?
- 102-34.225 May I use a motor vehicle owned or leased by the Government for transportation between my residence and place of employment?
- 102-34.230 May Government contractors use motor vehicles owned or leased by the Government?
- 102-34.235 What does GSA do if it learns of unofficial use of a motor vehicle owned or leased by the Government?
- 102-34.240 How are Federal employees disciplined for misuse of motor vehicles owned or leased by the Government?
- 102-34.245 How am I responsible for protecting motor vehicles?
- 102-34.250 Am I bound by State and local traffic laws?
- 102-34.255 Who pays for parking fees and fines?
- 102-34.260 Do Federal employees in motor vehicles owned or leased by the Government have to use safety belts?

Subpart D—Replacement of Motor Vehicles

- 102-34.265 What are motor vehicle replacement standards?
- 102-34.270 May we replace a Government-owned motor vehicle sooner?
- 102-34.275 May we keep a Government-owned motor vehicle even though the standard permits replacement?
- 102-34.280 How long must we keep a Government-owned motor vehicle?

Subpart E—Scheduled Maintenance of Motor Vehicles

- 102-34.285 What kind of maintenance programs must we have?
- 102-34.290 Must our motor vehicles pass State inspections?
- 102-34.295 Where can we obtain help in setting up a maintenance program?

41 CFR Ch. 102 (7-1-02 Edition)

Subpart F—Motor Vehicle Accident Reporting

- 102-34.300 What forms do I use to report an accident involving a motor vehicle owned or leased by the Government?
- 102-34.305 To whom do we send accident reports?

Subpart G—Disposal of Motor Vehicles

- 102-34.310 How do we dispose of a motor vehicle in any State, Commonwealth, territory or possession of the United States, or the District of Columbia?
- 102-34.315 What forms do we use to transfer ownership when selling a motor vehicle?
- 102-34.320 How do we distribute the completed Standard Form 97?

Subpart H—Motor Vehicle Fueling

- 102-34.325 How do we obtain fuel for motor vehicles?
- 102-34.330 What Government-issued charge cards may I use to purchase fuel and motor vehicle related services?
- 102-34.335 What type of fuel do I use in motor vehicles?
- 102-34.340 Do I have to use self-service fuel pumps?

Subpart I—Federal Motor Vehicle Fleet Report

- 102-34.345 What is the Federal Motor Vehicle Fleet Report?
- 102-34.350 What records do we need to keep?
- 102-34.355 When and how do we report motor vehicle data?

Subpart J—Forms

- 102-34.360 How do we obtain the forms prescribed in this part?

AUTHORITY: Sec. 205(c), 63 Stat. 390; 40 U.S.C. 486(c).

SOURCE: 64 FR 59593, Nov. 2, 1999, unless otherwise noted.

§ 102-34.5 Preamble.

(a) This part governs the economical and efficient management and control of motor vehicles that the Government owns or leases. Agencies will incorporate appropriate provisions of this part into contracts offering Government-furnished equipment in order to ensure adequate control over the use of motor vehicles.

(b) The questions and associated answers in this part are regulatory in effect. Thus compliance with the written text of this part is required by all executive agencies.

(c) The terms “we,” “I,” “our,” “you,” and “your,” when used in this part, mean you as an executive agency, as your agency’s fleet manager, or as a motor vehicle user or operator, as appropriate.

§ 102-34.10 What definitions apply to motor vehicle management?

The following definitions apply to motor vehicle management:

Commercial design motor vehicle means a motor vehicle procurable from regular production lines and designed for use by the general public.

Domestic fleet (see § 102-34.20(a)).

Foreign fleet (see § 102-34.20(b)).

GSA Fleet lease (see § 102-34.25(d)).

Large fleet (see § 102-34.20(d)).

Law enforcement motor vehicle means a passenger automobile or light truck that is specifically approved in an agency’s appropriation act for use in apprehension, surveillance, police or other law enforcement work or specifically designed for use in law enforcement. If not identified in an agency’s appropriation language, a motor vehicle qualifies as a law enforcement motor vehicle only in the following cases:

(1) A passenger automobile having heavy duty components for electrical, cooling and suspension systems and at least the next higher cubic inch displacement or more powerful engine than is standard for the automobile concerned.

(2) A light truck having emergency warning lights and identified with markings such as “police.”

(3) An unmarked motor vehicle certified by the agency head as essential for the safe and efficient performance of intelligence, counterintelligence, protective, or other law enforcement duties.

(4) A motor vehicle seized by a Federal agency that is subsequently used for the purpose of performing law enforcement activities.

Light duty motor vehicle means any motor vehicle with a gross motor vehicle weight rating (GVWR) of 8,500 pounds or less.

Light truck means a motor vehicle on a truck chassis with a gross motor vehicle weight rating (GVWR) of 8,500 pounds or less.

Military design motor vehicle means a motor vehicle (excluding general-purpose motor vehicles) designed according to military specifications to support directly combat or tactical operations or training for such operations.

Motor vehicle means any vehicle, self-propelled or drawn by mechanical power, designed and operated principally for highway transportation of property or passengers, but does not include a military design motor vehicle or vehicles not covered by this part (see § 102-34.15).

Motor vehicle identification (also referred to as “motor vehicle markings”) means the legends “For Official Use Only” and “U.S. Government” placed on a motor vehicle plus other legends showing the full name of the department, agency, establishment, corporation, or service by which the motor vehicle is used. This identification is usually a decal placed in the rear window or on the side of the motor vehicle.

Motor vehicle lease (see § 102-34.25(b)).

Motor vehicle markings (see “Motor vehicle identification” in this section).

Motor vehicle purchase (see § 102-34.25(a)).

Motor vehicle rental (see § 102-34.25(c)).

Motor vehicles transferred from excess (see § 102-34.25(e)).

Owning agency means the executive agency that holds the vehicle title, manufacturer’s Certificate of Origin, or is the lessee of a motor vehicle lease. This term does not apply to agencies that lease motor vehicles from the GSA Fleet.

Passenger automobile means a sedan or station wagon designed primarily to transport people.

Reportable motor vehicles are vehicles which are reported to GSA as outlined in Subpart I of this part:

(1) Included are sedans, station wagons, buses, ambulances, vans, utility motor vehicles, trucks and truck tractors, regardless of fuel type.

(2) Excluded are fire trucks, motorcycles, military-design motor vehicles, semi-trailers, trailers and other trailing equipment such as pole trailers, dollies, cable reels, trailer coaches and bogies, and trucks with permanently mounted equipment such as generators and air compressors.

Small fleet (see § 102-34.20(c)).