

Jefferson Lab Government Vehicle Fleet

Reg Number	Description	Make	Color	Special Equipment	Fuel Type ¹	Div	Department	Manager ²	Custodian ³	Locale	Available to	Purpose ⁴	Annual Goal
G10-0176V	5-passenger sedan	11 Ford FusionHEV	Lt. Blue		HEV	DOE	DOE TJSO	D. Luke	M. Perry	12	Coord	GenP	6000
G12-0079U	5-passenger sedan	17 Ford FusionHEV	White		HEV	COO	JLab Pool	B. Sperlazza	J. Thomas	28	All Staff	GenP	6000
G41-1021L	7-passenger minivan	11 Dodge Grand Caravan	Silver		Flex Fuel	COO	JLab Pool	B. Sperlazza	J. Thomas	28	All Staff	GenP	6000
G41-1046L	7-passenger minivan	11 Dodge Grand Caravan	White		Flex Fuel	COO	JLab Pool	B. Sperlazza	J. Thomas	28	All Staff	GenP	6000
G42-0038R	LD Pickup 4x2	15 Chevrolet Silverado	Brown	Lift Gate	E85 ONLY	ENG	EES	W. Oren	A. Kimber	55	Coord	SP	N/A
G42-0039R	LD Pickup 4x2	15 Chevrolet Silverado	Maroon		E85 ONLY	PHY	HALL D	E. Chudakov	M. Stevens	55	Coord	GenP	1000
G42-0040R	LD Pickup 4x2	15 Chevrolet Silverado	White		E85 ONLY	ACC	SRF	R. Rimmer	L. Turlington	58	Coord	GenP	1000
G42-0041R	LD Pickup 4x2	15 Chevrolet Silverado	Charcoal	Lift Gate	E85 ONLY	PHY	TARGET	C. Keith	C. Keith	90	Coord	SP	N/A
G42-0042R	LD Pickup 4x2	15 Chevrolet Silverado	Silver		E85 ONLY	PHY	HALL A	C. Keppel	J. Butler	55	Coord	GenP	1000
G42-1006R	LD Pickup 4x2	16 Dodge Ram 1500	Silver		Gasoline	COO	Jlab Tech Pool	B. Sperlazza	J. Thomas	28	All Staff	GenP	1000
G42-1044S	LD Van 4x2 (Cargo)	16 Ford Transit 150	White		E85 ONLY	ENG	VACUUM	W. Oren	A. DiPette	55	Dedicated Use	SP	N/A
G42-1045S	LD Van 4x2 (Cargo)	16 Ford Transit 150	White		E85 ONLY	ENG	S&A	W. Oren	C. Curtis	58	Dedicated Use	SP	N/A
G43-0129R	MD Pickup 4x2	15 Ford F350	Silver	Ladder Rack	Diesel	PHY	HALL C	S. Wood	W. Kellner	90	Coord	SP	N/A
G43-0864L	MD Pickup 4x2	11 Ford F250	Green		E85 ONLY	COO	JLab Tech Pool	B. Sperlazza	J. Thomas	19	Coord	GenP	1000
G43-1403S	MD Van (Passenger)	16 Ford Transit 350	White		E85 Only	COO	PA/EDU	J. Warren	M. Robbins	19	Dedicated Use	GenP	400
G43-1694R	MD Cargo Van	15 Ford Transit 350	White		E85 ONLY	COO	Jlab Tech Pool	B. Sperlazza	J. Thomas	28	Coord	GenP	1000
G43-1730V	MD Van (Cargo)	18 Ford E-350	White	Multi-Stop Delivery	E85 ONLY	COO	FM&L	C. Whalen	J. Hicks	90	Dedicated Use	GenP	1000
G62-1952V	LD Truck - 4x4 (full size PU)	18 Dodge Ram 1500	Black	Snow Plow, Ladder Rack	E85 ONLY	ENG	CRYO FAB	W. Oren	S. Thompson	55	Dedicated Use	SP	N/A
G71-0466V	HD Flatbed	11 Ford F- 750	White	Snow plow provisioned	Diesel	ENG	INST	W. Oren	A. DiPette	59	Dedicated Use	SP	N/A
G71-0214S	HD Stakebed	09 Ford F-750 XL	White	20 ft bed, Rear Lift Ramp	Diesel	COO	FM&L	C. Whalen	J. Draughn	90	Coord	SP	N/A
G71-0586P	HD Stakebed	15 Dodge Ram 5500	White	16 ft bed, Rear lift ramp	Diesel	PHY	HALL B	V. Burkert	D. Insley	Hall B	Coord	SP	N/A

¹ Flex Fuel Vehicles may use regular gasoline or E85, "E85 ONLY" must use a JLab provided E-85 source of supply

² Designated responsible manager to make decisions as outlined in the JLab Admin Manual Government Vehicle Policy

³ Designated custodian who is assigned the vehicle; responsible for controlling access to keys/fuel card, coordinating use, maintenance, mileage reporting, etc.

⁴ Designated purpose of the government vehicle (General or Special) IAW FPR 102-34 as negotiated with DOE

⁵ Annual local utilization mileage goals established by DOE IAW FPR 102-34

Jefferson Lab Government Vehicle Policy, Selected Extracts

1. All vehicles are available for official JLab business. Coordinate with vehicle custodians to use vehicles.
2. Drivers must possess a valid U.S. driver's license, and produce it on demand to a supervisor, manager, or Facility Management staff.
3. Drivers must have taken GEN400 Local Driving Conditions for Jlab Fleet Drivers and SAF309 Ford Fusion Hybrid Operators Guide if driving a Ford Fusion.
4. Drivers must be 21 years old.
5. Supervisor of prospective driver must personally verify skill & experience in operating specialty equipment (lifts, plows, cranes) to include pre-use familiarization and demonstrated proficiency.
6. Anybody that is not a SURAJLab or DOE Site Office payroll employee must meet all driver qualification and license requirements, and be authorized by a Department Manager.
7. Operation of the 15-passenger van requires documented familiarization training and has use limitations and restrictions; refer questions to the JLab VCO at 5899.

Ref JLab Admin Manual on line: http://www.jlab.org/div_dept/admin/HR/Admin_Manual/300/301.03.pdf

Jefferson Lab Government Vehicle Safety Policy and GSA Accident Management Center; Selected Extracts

What to do if you have an accident

1. STOP - Take Necessary Emergency Action. Take step to prevent a follow-on accident. Warn others drivers and bystanders to be careful in the presence of spilled fuel.
 2. Call 911 if emergency medical or fire-fighting services are needed.
 3. Report the accident to your immediate supervisor and Facility Management administration; the Vehicle Control Officer must report to the GSA Accident Management Center as soon as possible. DOE requires an Accident Report for all collisions; GSA requires all accidents involving bodily injury, fatality, and/or damage exceeding \$500 be investigated by an accident investigator.
 4. Get the facts including registration permit, insurance, local decals, and witnesses.
 5. Complete accident report kit in the glove compartment.
 6. Obtain police report whenever possible even if you feel it's unnecessary. This will prevent disputes concerning liability.
 7. Notify state, county or municipal authorities, as required by law. However, any official statement should be made to your supervisor or to the JLab investigator. Be courteous. Do not engage in arguments at the accident scene. Provide your motor vehicle operator's license if requested by police, investigating officials, or other drivers involved in the accident.
- Be aware that registration licensing and insurance requirements differ from privately owned vehicles; GSA Fleet vehicles are not insured because the Federal Government is a self-insurer. Additionally, your GSA Fleet vehicle is usually not registered within a particular state. Contact the Jefferson Lab Vehicle Control Officer if you have questions at 269-5899.

Updated 15 January 2019