

SAN DIEGO FIRE-RESCUE DEPARTMENT
LIFEGUARD SERVICES DIVISION

In accordance with the City of San Diego Administrative Regulations (A.R.) 45.10 and 45.50, all San Diego Lifeguard Service employees receiving mileage reimbursement and/or who drive City vehicles are required to complete the information listed below by May 31 and November 30 each year. Mileage requests will not be processed nor will reimbursement be in effect until compliance with the A.R. San Diego Lifeguard Service Policy 1.3 requires all lifeguards to possess a valid California Driver License at all times and to notify the Chief or the chief's alternate immediately if the license is suspended, revoked, or has expired.

Employee Name _____ Employee # _____

Classification _____ Work Location(s) _____

Ca. Driver's License # _____ Transportation Type(s) _____

Year License Issued _____ Expiration Date (mm/dd/yyyy) _____

Employee Driver License Certification -A.R. 75.50

By my signature, I certify that all of the above information is accurate and that my driver license is valid. My license and/or driving privilege has not been suspended or revoked, and my license has not expired. Note: Providing false information may result in discipline up to and including termination from employment.

Employee's Signature

Date

Supervisor's Verification

Date

Employee Transportation Authorization-A.R. 45.10 (This is required only if you receive 'C' mileage reimbursement)

I certify that I have insurance equal to or exceeding \$15,000 and \$30,000 for public liability and \$10,000 for property damage. Note: Providing false information may result in discipline up to and including termination from employment.

Insurance Company

Policy Number

Expiration Date

Employee's Signature

Date

(01/11/2007)