

**FLEET SERVICES DIVISION**  
**Information Routinely Disclosed**

	<b>Public Information</b>	<b>Comment</b>
<b>Fleet Initiatives</b>	Green Fleet Transition Plan	Fleet's plan to transition toward cleaner, more efficient technologies, fuels, etc. (website)
	Fleet composition	Makeup of the City's fleet (website, as requested)
	Fuel types, volumes, awards, etc.	Annual fuel usage (website, as requested)
	Safety	Fleet's safety rating (website)
	Technology Testing	Fleet's policy on testing new products (website, as requested).
	Events	Fleet provides co-ordination on upcoming events of interest to the greater fleet community (website).
	Fleet's Smog Alert Response Plan	Once the City Manager's Office declares a smog alert, fleet services initiates specific actions to reduce pollution (website, as requested).
	Fleet Services Division	General information about the services provided by FSD.

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	<b>Internal Information</b>	<b>Comment</b>
<b>Fleet Services</b>	Fleet policies and procedures	Vehicle take-home, insurance coverage, etc (Intranet, as requested).
	Fleet Safety Bulletins	Amendments to the Highway Traffic Act or other laws governing vehicle use (Intranet, as requested).
	Pool Vehicles	General use vehicles available for use on a reservation basis (Intranet, as requested).
	Fuel sites	Where to get fuel and hours of operation (Intranet, as requested).
	Vehicle permits	How to get one (intranet, as required).
	Unit search	View a vehicle's maintenance record (Intranet, as requested)
	Fleet Services Steering Committee	Minutes and agendas from the committee (Intranet, as requested).

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