PROCEDURE STATEMENT

Chapter 721 of the Texas Transportation Code requires state–owned vehicles to be inscribed with the word “Texas” followed by the name of the agency having custody of the vehicle.

REASON FOR PROCEDURE

This procedure provides guidance to units for obtaining and installing Texas A&M Veterinary Medical Diagnostic Laboratory (TVMDL) decals on vehicles.

PROCEDURES AND RESPONSIBILITIES

1.0  Decals with the inscription “Texas A&M Veterinary Medical Diagnostic Laboratory” followed by “Texas A&M System” will be placed on all cars and trucks owned by TVMDL.

2.0  The Fleet Manager or designee will:

   2.1  Obtain the decals and place decals on each of the front doors of cars and trucks.

   2.2  Replace the decals when needed to ensure readability.

   2.3  Remove the decals and any additional letters/inscriptions at the time of disposal.

RELATED STATUTES, POLICIES, OR REQUIREMENTS

System Policy 21.01, Financial Policies, Systems, and Procedures
System Regulation 21.01.08, Vehicle Fleet Management

CONTACT OFFICE

Questions concerning this procedure should be referred to the TVMDL Fleet Manager at 979-845-3414.