

TOOL INSURANCE PROGRAM

The County Manager, or his designee, will specify employee **tools** required to be maintained on the on call vehicles described in this section. The County Manager, or his designee, will specify and the County will provide storage for the **tools** that are the subject of this section.

Tools must be listed on a schedule, provided in advance of assignment to the on call vehicle, for each eligible employee, fully described including manufacturer, model, serial number, cost new, photographs as required, and purchase date. Receipts may be required.

The County may **reimburse** employees for **replacement** or repair of **tools**, or directly **replace** or repair the **tools** on behalf of the eligible employee, at its sole discretion, subject to the following limitations:

- Employees eligible for **reimbursement** must be assigned to an on call vehicle, and
- Eligible **tools** must be properly stored in or on the vehicle in the manner and in, on, or at the locations specified by the County Manager or his designee. **Tools** not properly located in their specified locations at the time of an otherwise qualifying event will not be considered for **reimbursement**. And,
- **Tools** must be lost or damaged through an unforeseen and unplanned event, including theft, fire, or act of nature. There must be clear and objective evidence of such an event. Public Works supervision must be notified of a suspected, or actual, incident as soon as possible. Police reports must be filed in cases of theft or suspected theft. Disappearance of a **tool** will not be considered for **reimbursement**. And,
- Incidents will be confirmed by Risk Management and resolution will be handled expeditiously.

Eligible employees are responsible for maintaining **tools** in a serviceable condition, including, but not limited to, calibration, programming, sharpening, straightening, leveling, oiling, adjusting, tuning.

The County may choose to manage the events that are the subject of this section internally or through insurance, or in some other manner, at its sole discretion.

DEFINITIONS:-

Tool is defined as an item specified by the County Manager or his designee to be provided by employee for on call vehicle assignment.

Reimbursement may be direct payment to employee, or direct payment to vendor, for repair or **replacement** of **tools** under this section. Decision is at the sole discretion of the County.

Replacement includes new, used, rebuilt, or remanufactured tools of like kind and quality to the scheduled employee **tools**.