

123:6-1-06 Fleet manager certification program.

(A) The department of administrative services shall certify an individual as a certified fleet manager, for purposes of sections 125.83 to 123.836 of the revised Code and this chapter, provided the individual meets all of the following:

(1) The individual is an employee of state agency and has been designated by the agency as the agency's fleet manager responsible for overseeing the operation of that state agency's fleet.

(2) The individual successfully completes the department's certification program as described in paragraph (B) of this rule.

(B) The department of administrative services shall establish a program to certify fleet managers for purposes of sections 125.83 to 123.836 of the Revised Code and this chapter. The certification program shall include the following:

(1) A course of instruction and testing as described in paragraph (C) of this rule.

(2) Department instruction.

(3) Any other course of instruction the department deems appropriate.

(C) The certification course of instruction described in paragraph (B)(1) of this rule shall include instruction and testing in the disciplines outlined in the department's fleet manager training manual. An applicant must receive a passing score in each course of the required disciplines to complete successfully the course instruction portion of the certification program.

(D) To maintain certification, a fleet manager must comply with any continuing education requirements prescribed by the department of administrative services. In addition, the fleet manager shall perform the duties of a fleet manager in a professional manner, as determined by the department, including providing timely information to the department. Finally, the fleet manager must adhere to all provisions concerning fleet management as required in the Revised Code and the Administrative Code in order to maintain certification.

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