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Applicability: DDSN Central Office, DDSN District Offices and DDSN Regional Center Facilities

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The purpose of this Directive is to provide policy, administrative procedures, technical information and standards for administering the South Carolina Department of Disabilities and Special Needs (DDSN) Vehicle Management Program. The policy is for all DDSN Regional Centers and all agency personnel involved in the administration and operation of State-Owned vehicles.

The chapter on vehicle procurement was developed according to the South Carolina Consolidated Procurement Code, Material Management Regulations and DDSN Procurement Manual.

The chapter on vehicle safety management was developed as mandated by the Motor Vehicle Management Act, S.C. Code Ann. § 1-11-220 through § 1-11-340 (2015).

For the purpose of this program, the term “vehicle” shall mean any vehicle, self-propelled or drawn by mechanical power; designed to be principally operated on the highway in the

**DISTRICT I**

P.O. Box 239  
Clinton, SC 29325-5328  
Phone: (864) 938-3497

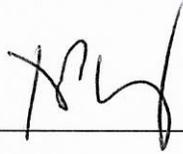
Midlands Center - Phone: 803/935-7500  
Whitten Center - Phone: 864/833-2733

**DISTRICT II**

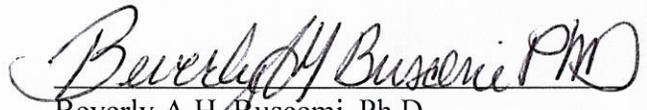
9995 Miles Jamison Road  
Summerville, SC 29485  
Phone: 843/832-5576

Coastal Center - Phone: 843/873-5750  
Pee Dee Center - Phone: 843/664-2600  
Saleeby Center - Phone: 843/332-4104

transportation of property or passengers, except devices used exclusively upon stationary rails or tracks, and requires registration and licensing in accordance with S.C. Code Ann. § 56-3-110 through § 56-3-160.



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Tom Waring  
Associate State Director-Administration  
(Originator)



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***To access the following attachments, please see the agency website page “Attachments to Directives” under this directive number at <http://www.ddsn.sc.gov/about/directives-standards/Pages/AttachmentstoDirectives.aspx>.***

Vehicle Management Program Manual