

**FLEET MANAGEMENT
POLICY / PROCEDURE**

SUBJECT: TIRE PATCHING POLICY

APPROVED: 
Marilyn L. Rawlings, FLEET MANAGER

DISTRIBUTION:

Fleet Management

PURPOSE:

The purpose of this policy is to assure the safety of Lee county employees while driving in county owned equipment/vehicles.

PROCEDURE:

An automotive tire with a nail punch or smaller will be plugged no more than (2) times. A puncture larger than a nail size will require an inside patch. No more than one (1) patch will be allowed per tire.

All tire replacements/patches and/or plugs must be reported to the Fleet Management Service Writer at 533-5338 so that a record of the amount of failures is recorded as history in the Equipment File.

Revision Date: July 2011

Revision Date: May 2012