

CLINTON-ESSEX-WARREN-WASHINGTON BOCES

### **USE OF PERSONAL PROPERTY**

CVES employees shall be prohibited from the utilization of their personal tools and/or equipment in the performance of their duties as a CVES employee. In addition, personal vehicles shall not be used in maintaining property that is either maintained or leased or owned by CVES. This does not prohibit the use of personal property for instructional purposes. Such use must be first approved by the appropriate Division director.

Adopted February 12, 2004