STATE OF CONNECTICUT
EXECUTIVE CHAMBERS

M. JODI RELL
GOVERNOR

To All Agency Heads:

Executive Directive # 4:

In order to further reduce agency expenditures and until further notice, I ask that all fleet vehicles be subject to a travel ban for two days per week with the following exceptions:

- Those TRULY NECESSARY to perform law enforcement functions;
- Those TRULY NECESSARY for client care, transport or visits;
- Those TRULY NECESSARY for revenue assessment or collection activities;
- Those TRULY NECESSARY for inspections of healthcare and nursing home facilities and the transportation of lab or medical specimens;
- Those TRULY NECESSARY to conduct consumer protection inspections;
- Those TRULY NECESSSARY for environmental testing;
- Those TRULY NECESSSARY for student transport;
- Those TRULY NECESSARY to investigate deaths and transport human remains;
- Those TRULY NECSSSARY to make EMERGENCY repairs of state buildings or equipment;
- Those TRULY NECESSARY for emergency situations where failure to utilize the fleet vehicle would result in imminent harm to health or safety;
- Those TRULY NECESSARY for transporting mail;
- Those TRULY NECESSARY for persons in job specifications required by union contract;
- Those TRULY NECESSARY for inspecting and maintaining highways, bridges and railways.

The purpose of this directive is to significantly lower the amount of fuel consumed by the state fleet during this budget crisis. Please organize office versus field activities of affected staff so that the travel ban days are not substituted with reimbursed travel for personal vehicles and such that non-critical travel is not simply shifted to other travel days. All travel that can be substituted by telephone calls and email communications should be eliminated during this time.

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