

## STANDARD OPERATING POLICY & PROCEDURE

# A-034

# Hybrid Vehicle Parking

**Scope:** Medical Campus

**Effective Date:** 03/2008

**Supersedes Policy:** N/A

**Review/ Revision Date(s):** 09/2015

**Last Update By:** Matthew Shpiner

**Approved by:** Anthony Artrip



UNIVERSITY OF MIAMI  
MILLER SCHOOL  
of MEDICINE

**Department of Public Safety**  
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### Purpose

To provide incentives to faculty, staff, and students who own or lease and drive hybrid vehicles to work full-time and further support the University's green initiatives.

### Policy

The University of Miami Miller School of Medicine Department of Public Safety – Parking and Transportation will provide discounted parking fees to full-time faculty, staff, and students who own or lease and drive a hybrid vehicle to work full-time.

### Procedures

1. To qualify for the hybrid vehicle discount you must:
  - 1.1. Be the registered owner of a hybrid vehicle that appears on the United States Government's fuel economy website at [http://www.fueleconomy.gov/feg/hybrid\\_sbs.shtml](http://www.fueleconomy.gov/feg/hybrid_sbs.shtml).
  - 1.2. Drive the vehicle to work on a daily basis.
  - 1.3. Employee or student name must appear on the vehicle registration or lease agreement.
2. The hybrid vehicle discount will only be offered at the following University owned parking locations:
  - 2.1. 14<sup>th</sup> Street Garage
  - 2.2. 15<sup>th</sup> Street Garage
  - 2.3. Any Miller School of Medicine surface lot
3. JMH parking garages and lots and the Dominion parking garage are excluded from this discount.

4. Qualified vehicle owners parking at an approved location are eligible for the following discounted parking prices.

Salary: \$0-35,000 <sup>1</sup>	Student	Salary: \$35,001+ <sup>2</sup>
\$30.24	\$40.94	\$49.76

5. To register, go to the Public Safety Department website at <http://publicsafety.med.miami.edu/parking-transportation/park-hybrid-vehicle-parking-discount> and complete and print the Hybrid Vehicle registration form. Bring the completed form, your driver's license, your vehicle registration, and a color photograph of your hybrid vehicle to the Department of Public Safety Parking Office, Dominion Parking Garage, Suite 145. Optionally you can copy and scan the documents and e-mail your registration to Public Safety.

5.1. The purchase of a new hybrid vehicle during your registration year must be reported within 2 weeks of purchase to maintain your eligibility for the current year hybrid discount.

6. Parking Office representatives will randomly check lots and recorded video systems to verify that you are driving and parking the registered hybrid vehicle. One or more unexplained failed attempts to locate the registered vehicle on days you are present at work will disqualify you from the current and all future discounts.

6.1.1. A valid explanation would be that the vehicle is out of service or in the shop for normal maintenance and verifiable by a receipt for service.

7. Falsifying information on registrations, application forms, registering a vehicle that does not qualify, failing to drive the qualifying vehicle to work, or other similar type activity in violation of this policy or other University policies will disqualify you for the discount and may result in disciplinary action in accordance with University policy.

7.1. If you no longer drive a hybrid vehicle to work full-time, you must notify the Department of Public Safety immediately.