

III. CORPORATE VEHICLE FLEET - Chile

A. POLICY

It is the policy of AURA to provide a fleet of cars for rental as a support service of the program needs in Chile. The Corporate Vehicle Fleet (CVF) will be managed, operated and maintained by the AURA Observatory Support Services (AOSS) under supervision of the Director of AURA-O.

B. PROCEDURE

The size of the CVF will be determined by program support needs in Chile balanced by the availability of funds earned through vehicle rental and periodic investment by the Corporate Office.

It is a corporate goal that the CVF will be self-sustaining with minimal net corporate input to the purchase of additional and/or replacement vehicles.

In order to reduce CVF maintenance costs to the lowest practicable level, vehicle turnover should be based upon usage, maintenance costs due to aging and/or wear and assessment of future operational needs. Decisions to replace vehicles, expand or reduce the size of fleet is recommended by the Director of AURA-O and approved by the V.P. of Administration.

Rental charges for the CVF units will be based upon the recovery of costs for replacement, insurance and maintenance of the fleet and will be approved by the Director of AURA-O.