

## GLOSSARY

**ACCIDENT:** The causing or incurring of damage or injury, whether or not the vehicle concerned is the moving unit. Not an incident (See definition below).

**ACCIDENT REPORTABLE:** Any accident in which a state-owned vehicle is involved where such accident results in death, personal injury, or combined property damage in excess of that amount specified by South Carolina law (currently \$400).

**ACCIDENT PREVENTABLE:** Any accident involving a state-owned vehicle that results in property damage or personal injury, regardless of who was injured, what property was damaged, or when it occurred, in which the driver in question failed to exercise every reasonable precaution to prevent the accident. Usually the presence of a moving violation indicated against the state driver on the uniform traffic ticket is an indication that the accident was preventable.

**ACCIDENT FREQUENCY RATE:** The accident frequency rate is determined by multiplying the number of accidents by 1,000,000 and dividing by the total number of miles driven. In the case of individual agencies, accident frequency rate may be calculated per 1,000 miles driven.

**DDC:** The National Safety Council sponsored Defensive Driving Course or other driver training courses approved by State Fleet Management.

**DMVM:** State Fleet Management

**DRIVER RECORD POINTS AND STATUS:** A driver's history of traffic violations, accidents, suspensions, and convictions as maintained by the Department of Motor Vehicle.

**FAULT:** The concept whereby a driver is guilty of error, either by committing improper actions or by omitting proper actions where that error results in a preventable accident. Determination of "fault" is made either by conviction of a driver for a traffic offense in court of law, or determination by agency management or an Accident Review Board during review of a vehicle accident.

**FLEET:** That group of various types and classes of motor vehicles and vehicular equipment assigned to or owned by an agency.

**FLEET MANAGER:** The DDSN employee responsible for managing the regional fleet.

**FLEET SAFETY OFFICER:** The State Fleet Management employee responsible for administering the statewide Fleet Safety Program.

**FULL TIME DRIVER:** A state employee, consultant, contractor, or volunteer worker who drives a state-owned vehicle for more than 50% of that person's compensated work hours.

**INCIDENT:** Incidents are cases where a state vehicle incurs damages as a result of some action (vandalism, acts of nature, etc.) not fitting the definition of “accident”. Incidents are not used in calculating accident frequency rates.

**LAW ENFORCEMENT OFFICER:** A duly commissioned certified law enforcement officer, with statewide arrest powers who is normally armed.

**LINE OF DUTY:** A concept applicable only to law enforcement officers. An officer is considered to be performing “in the line of duty” when that officer is engaged in activities pursuant to the laws, regulation, policies, procedures, or instructions issued by proper authority.

**MAINTENANCE:** Cleaning, servicing, adjusting, repairing, replacing parts or components, testing, and checking for discrepancies.

**MOTOR VEHICLE:** Any vehicle, self-propelled or drawn by mechanical power, designed and licensed to be principally operated on the highway in the transportation of property or passengers.

**SPECIAL PURPOSE VEHICLE:** Vehicles designed or adapted for specialized use other than providing transportation for personnel, supplies or equipment. Such vehicles have limited or no capacity for practical utilization in a general purpose role. Include police pursuits, fire, ambulance, emergency vehicles, utility maintenance trucks, refuse trucks and similar vehicles with specialized engine or mounted equipment designed for specific task accomplishment.