

**STATE OF CALIFORNIA**  
**Department of General Services**  
**Summary of State Miles Driven**  
**(formerly Summary Report of State Driver**  
**Accidents)** DGS ORIM 01 (Rev 1/2017)

Data for calendar year
------------------------

<b>Department:</b>		<b>Contact Name:</b>	
<b>Address:</b>		<b>Title:</b>	
<b>City:</b>		<b>Email Address:</b>	
<b>State:</b>	<b>Zip Code:</b>	<b>Phone No:</b>	
CA			

Vehicles	Total miles driven in each vehicle
a) <b>State-owned</b> vehicles (including DGS fleet rentals/lease)	a)
b) <b>Privately-owned</b> vehicles	b)
c) <b>Rental</b> vehicles	c)
d) <b>Total: (a + b + c)</b>	d)

**OBJECTIVES:**

1. To collect data on state driver accident experiences for use in measuring the overall effectiveness of the State Driver Accident Prevention Program.
2. To use data as the basis to continue to decrease the incidence of accidents by improving safety and to recognize those departments who have achieved and continue to achieve low incidence of accidents by improving safety measures.

**AGENCY RESPONSIBILITY:**

**Agencies shall:** Compile and submit the Summary of State Miles Driven to the Office of Risk & Insurance Management. This report must be submitted annually for the preceding calendar year.

Please submit via email or mail no later than Feb 1, 2017 to:

Department of General Services,  
Office of Risk and Insurance Management  
Attn: Michele Stiger  
707 Third Street, 1-330  
West Sacramento, CA 95605  
Email: [Michele.Stiger@dgs.ca.gov](mailto:Michele.Stiger@dgs.ca.gov)