

DOEE Transportation FAQ

Does my driver's authorization expire?

Yes, your authorization to drive District government vehicles expires annually. ERisk will automatically disseminate an email directly to you (30) days prior to the expiration of your driver's authorization with instructions to submit a new drivers authorization request. You will receive a final email from ERisk on the expiration date notifying you that your authorization for the past year has expired.

Can I use a temporary license if I am awaiting my permanent license?

Yes, you can use your temporary license to obtain driving privileges while you await your permanent license. Just enter all required information from your temporary license to include the expiration date and a copy of the temporary license. ERisk will automatically disseminate an email on the expiration date letting you know your driving privileges have expired, and you must enter a new authorization to include your permanent license information and image.

Can I use a learner's permit?

No, Learner's permits are not acceptable for operating DC Government vehicles.

Do I have to pay any citations I receive while operating a DC Government vehicle for DC Government business?

Yes, you are solely responsible for settling any citations or fees you incur while operating a DC Government vehicle, which includes DOEE Fleet, Fleetster and ZipCar. Neglecting to do so will result in suspension of driving privileges of all DC Government vehicles.

Can my License Status Report be accepted as my Driving Record for my out-of-state license?

No, you must upload an official driving record to ERisk for licenses outside of DC, MD & VA. License status reports are not acceptable.

Can I take our work vehicle directly through DC Inspection instead of Fleet Management?

Yes, you can take a DOEE fleet vehicle directly to DC Inspection. You would just need to fill out a small form with your name, tag number, the current mileage on the car, and expiration date of the last inspection, which is a sticker on the windshield. They typically don't ask for ID, but you should have your driver's license and DOEE ID anyway, in case they ask. This is the best course of action to get faster results. Remember to share your inspection report with your agency Fleet Coordinator, Kimberley Brown.

What should I do if I'm in an accident?

Stay Calm. Stay Smart. Be courteous, but do not admit fault. Always protect your identity. Never give your private insurance information. All DC Government vehicles are self-insured and should have the most current insurance certificate in each vehicle. If the accident is major and requires emergency services, call 911 immediately. If the accident is minor, contact your supervisor and the police to obtain a report. Stay out of traffic, if you can move to a safe place to interact with others involved and the police. Collect as much information as you can to include photos and contact information of witnesses. Be as detailed as possible – note intersections, direction of travel, speed, road conditions, weather conditions, witnesses, etc. Remember, you must file an incident report with the DC Office of Risk Management in ERisk within 24 hours of the incident.

Can I travel outside of DC with my work vehicle?

Not without prior approval from the Department of Public Works (DPW). For out-of-District/out-of-town travel, you must send an email request to Kimberley.Brown@dc.gov, the agency Fleet Coordinator, at least 48-hours or more in advance. Once the Fleet Coordinator receives a response from the DPW contact, they will respond in kind to your request.

Traveling outside the District without prior approval while operating a DC Government vehicle can result in suspension of driving privileges temporarily or permanently.

Does DOEE provide staff with SmarTrip card(s) for use to attend local meetings, training, conferences and/or other DOEE events when agency vehicle transportation is not available?

Inquire with your division administration staff about the availability of SmarTrip card(s).

Can we request reimbursement for local transportation-related fees incurred while attending local authorized DOEE related meetings, training, conferences and/or other events?

Yes, if local training and travel costs have been approved in advance. Inquire with your division administration staff on the process.

Can I drive my personal vehicle to conduct DC Government business?

At DOEE, yes, you can drive your personal vehicle to conduct DC Government business after it is approved through the ERisk Drivers authorization process. You must upload a copy of the current registration, a copy of your private insurance policy, and a document that specifically states the vehicle is cleared for business use. You must do this on an annual basis. Also, the agency shall require employees to use the appropriate District form to document mileage and request reimbursement of the allowance.

Can I transport other passengers who are not with the DC Government?

DC Government employees are not permitted to transport non-District employees in a government or personal vehicle while on District government business.

Am I covered if I get into an accident while using my personal vehicle for DC Government business?

You are covered through your private insurance. DC Government is not liable for any accidents/incidents you incur while using your personal vehicle for DC Government business.