<table>
<thead>
<tr>
<th>Policy Title</th>
<th>PARKING OF PRIVATE VEHICLES ON OFFICIAL PREMISES</th>
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<tbody>
<tr>
<td>Policy Statement</td>
<td>Provision of parking for visitors and/or employees shall be managed by each site according to the availability of parking bays/facilities.</td>
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| Principles | • Maintenance of existing facilities and extensions to parking availability through either construction or leasing of additional bays must be based on demonstrated business needs and/or improved operational effectiveness.  
• Where limited parking facilities exist the following factors, among others that may be relevant, when considering any request to allow parking of private vehicles on official premises, are to be taken into account:  
  - An employee has a demonstrated business need to use his or her vehicle for official purposes and/or improved operational effectiveness for the agency can be demonstrated;  
  - An employee has a disability that makes public transport impractical;  
  - An officer has been granted approval to use his/her private vehicle for official duties;  
  - Public transport is not reasonably available to an employee required to work beyond his or her normal hours of duty;  
  - An employee is required to regularly work extended hours of duty to effectively perform his or her official role;  
  - An employee would otherwise be subject to the risk of violence travelling to and from work.  
• Parking of private vehicles on official premises shall be at the owner’s risk and no liability will be accepted by the Crown for any damage sustained to the employee's vehicle whilst parked or driven on official premises. |
### QUEENSLAND HEALTH POLICY STATEMENT

**Principles (Continued...)**

- When parking at Queensland Health facilities normal road rules must be complied with including:
  - Speed limits
  - Give way and stop signs
  - Parking in designated parking areas only.

### Scope and Application

This Departmental policy is not mandatory for Health Service Districts from 29 June 2012.

Excludes car parking arrangements for Visiting Medical Officers (refer Memorandum “Visiting Medical Officers Car Parking Arrangements” issued on 26 June 2003 by Employee Relations and Strategies.)

### Effective date

27th May 2004

### Supersedes

Version 1 approved on 07/07/2002

### Compliance

This Policy is in compliance with the Use of Government Owned Motor Vehicles and Parking of Private Vehicles on Official Premises issued by the Office of the Public Service Commissioner on 2 May 2002.

Non-compliance may represent a breach of the Queensland Health Code of Conduct.

### Review cycle and Responsibilities

Corporate Office Services Unit will review this document at intervals not greater than twelve months.

### Further Information

Business Support Officer, Corporate Office Services Unit, Telephone: (07) 323 41530