



STATE OF NORTH CAROLINA
DEPARTMENT OF TRANSPORTATION

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GOVERNOR

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SECRETARY

August 25, 2003

To: Location & Surveys Employees

From: Charles W. Brown, PE, PLS
State Location & Survey Engineer

Subject: Personnel Memo 2003-01
Equipment Care/Abuse

Unfortunately, we have had several incidences recently that may not qualify as intentional equipment abuse, but do qualify as negligent lack of care. This memo is a reminder that the equipment provided by NCDOT, whether it is computers, data collectors, theodolites, etc., is for your use in your work. It is your livelihood, and as such it should be treated with the proper care and concern that you would your own survey equipment, your own tools, or your own vehicle – or perhaps with even more care and concern.

Equipment safety is as valid a concern as personal safety. We in this Unit have an excellent safety record, primarily because our employees are cognizant of the dangers around them every day. I am requesting that you apply that same degree of care and concern to the equipment that you use.

Unfortunately, I am also in the position that I have to make this a rule. Misuse or abuse of state property is a job performance issue. Negligent care falls under the category of misuse. Be aware that any incidents of equipment misuse (including negligent care) may result in disciplinary action, up to and including dismissal.

It would hurt all of us to lose an employee for this purpose, just as it would hurt us all to lose an employee due to an accident to himself/herself. Please consider your NCDOT equipment as an extension of your self, and be careful.

Thank you for your attention and assistance in this matter. Please be safe.

CWB