



Policy: Motor Vehicle Acquisition

Purpose

This document informs staff of the requirements for purchasing University motor vehicles.

Overview

This policy provides the guiding principles associated with purchasing University motor vehicles.

Scope

This policy applies across the University.

Policy statement

Principles

1. All ANU motor vehicles are leased. Purchase of a vehicle requires the approval from the delegate of the business area and the [University Procurement and Contracts Office](#) (UPCO).
2. University motor vehicles are purchased through the [Commonwealth Fleet Management](#) arrangement unless the authorised delegate approves purchases outside the arrangement.
3. University motor vehicles acquired through the Commonwealth Fleet Management arrangement are exempted from procurement threshold requirements.
4. All University motor vehicle acquisitions are arranged through UPCO.
5. A motor vehicle entitlement included in an employment contract is accessed through one of the options detailed in the [Motor Vehicle Acquisition](#) procedure.

Document information

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