

**County of Los Angeles Third-Party Auto Liability Protection
Information and Instructions for Permittee Drivers**

If you are involved in an accident while driving on County Business, the County will indemnify and defend you for any resulting damages to third parties. To be eligible for such liability protection, you must be driving in the course and scope of your County employment and be designated as a mileage permittee (permittee) or occasional driver by your department.

PLEASE NOTE: THIS PROTECTION DOES NOT APPLY IF YOU ARE INVOLVED IN AN ACCIDENT WHILE DRIVING TO OR FROM WORK, OR IF LIABILITY FOR DAMAGES TO THIRD PARTIES RESULTS FROM FRAUD, CORRUPTION, OR ACTUAL MALICE ON THE PART OF YOU, THE PERMITTEE.

Permittees who qualify for this liability protection and who are involved in an automobile accident must comply with the following:

- Exchange insurance information with other party or parties showing the **County of Los Angeles: Evidence of Financial Responsibility** form that has been provided to you by the County. **Do not admit to fault or liability, nor discuss the circumstances of the accident with anyone other than an investigating officer;**
- Within 24 hours of the accident, contact Carl Warren and Company, the County's Claim Administrator, at (818) 247-2206 to inform them of the incident. In addition, have your supervisor contact Carl Warren and Company to verify that you are an eligible permittee driving in the course and scope of your County employment;
- Within 10 days, all permittee drivers involved in a vehicle accident are responsible for completing and filing the Report of Traffic Accident Occurring in California (SR-1) for any accident involving damages of \$1000.00 or over and/or any injury to any party involved. A copy of this form is available for completion or download at <https://www.dmv.ca.gov/portal/dmv-virtual-office/accident-reporting/>. Failure to file this form could affect a permittee's driver's license or registration renewal. Neither the County nor Carl Warren and Company can file the form on behalf of the permittee.

NOTE: THE COUNTY'S AUTO LIABILITY PROTECTION DOES NOT RELIEVE YOU OF THE STATE OF CALIFORNIA REQUIREMENT TO MAINTAIN AUTO LIABILITY INSURANCE AND PROOF OF FINANCIAL RESPONSIBILITY. MILEAGE PERMITTEES ARE EXPECTED TO COMPLY WITH ALL APPLICABLE STATE MOTOR VEHICLE LAWS AND REGULATIONS.