BOBBY JINDAL
GOVERNOR

KRISTY H. NICHOLS
COMMISSIONER OF ADMINISTRATION

State of Louisiana

Division of Administration
Office of Risk Management

TO: Heads of All State Agencies, Boards and Commissions (Budget and Non-Budget)

FROM: J. S. Thompson, Jr.
State Risk Director

DATE: July 1, 2015

RE: Automobile Bodily Injury and Property Damage Liability
Policy No.: ALPD20152016
Insurance Co.: State of Louisiana Self-Insurance Fund
Policy Period: July 01, 2015 to July 01, 2016
Agent Name/Address: Office of Risk Management
PO Box 91106
Baton Rouge, LA 70821-9106

Vehicles owned by the State are exempt from compliance with the Motor Vehicle Safety Responsibility Law, and therefore there is no requirement that proof of insurance be carried in State vehicles per LA R.S. 32:1041.

The Office of Risk Management **will not** be issuing cards which certify that your agency's vehicles are insured under the captioned policy. It is recommended that each agency place a copy of this memorandum in each insured vehicle in the event they are requested to show proof of insurance by a law enforcement officer. **The subject insurance applies to all vehicles owned, rented, leased, or loaned to the State of Louisiana and used for official State business. This does not apply to personal vehicles used on State business.**

This document will continue to be found only on the ORM internet website at http://www.doa.louisiana.gov/orm (In the section titled Links on the main page, Click on the Proof of Insurance for State Vehicles link). It will be your agency's responsibility to locate it and print the copies that you need.

In the event of a loss, please contact the Office of Risk Management at (225) 219-0168 or visit http://doa.louisiana.gov/ORM/forms.CR.htm.

JST/MAH:kb