



Title: Driver's License Verification Policy	Policy Category: Human Resources
Issuing Authority: Administration & Finance	Responsibility: Human Resources
Publication Date: 07/30/2025	Next Review Date: 07/30/2028

Printed copies are for reference only. Please refer to the [electronic copy](#) for the latest version.

Policy Statement/Background:

None

Policy:

The University requires those persons who operate state-owned vehicles or other vehicles for University business to maintain a valid New York State driver's license of the appropriate class.

- The University reserves the right to verify the status of these licenses.
- It is the responsibility of every employee who is required to operate a vehicle as part of his or her duties to advise his or her supervisor if their license is temporarily or permanently revoked or suspended.
- Any employee who operates a state-owned vehicle or other vehicle for University business without a valid driver's license of the appropriate class is in violation of University policy even if he or she has notified his or her supervisor of the revocation or suspension.

Definitions:

None

Contact:

Additional information about this policy is available here:

Human Resource Services:**West Campus, Health Sciences, and School of Medicine**

390 Administration Building
Stony Brook, NY 11794
(631) 632-6161

Stony Brook University Hospital

31 Research Way, Suite 200
East Setauket, NY 11733
(631) 444-4700

Relevant Standards, Codes, Rules, Regulations, Statutes and Policies:

None