OKLAHOMA DEPARTMENT OF CORRECTIONS
INTEROFFICE MEMORANDUM

DATE:

TO:

FROM: Justin Farris, Director

SUBJECT: **Notification of Authorization to Use State Vehicle for Emergency Response Has Been Rescinded Effective:**

This memorandum serves as your official notification that the authorization granted to you by the agency Director/designee to use a state-owned vehicle for emergency responses has been rescinded effective on the above listed date.

If you have any questions/concerns with regard to this matter, please contact me at your earliest convenience. Thank you.

cc: Chief Financial Officer
Administrator of Fleet Management