

SAS Electric Vehicle Supply Equipment Use Policy and Guidelines

SAS Electric Vehicle Supply Equipment (“EVSE”) - commonly known as charging stations, and associated [Eco-Commuter/Electric Vehicle parking spaces](#) are available on a first come, first serve basis for all SAS employees and visitors with plug-in electric vehicles (“EV”) in accordance with the following Use Policy and Guidelines. There is no fee for the vehicle charge.

Use Policy

All employee vehicles that are parked on campus must be registered in the [Vehicle Registration System](#) and display a SAS-issued car tag before they can use SAS EVSE. [Qualifying vehicles](#) are issued special Eco-Commuter car tags which come with additional parking benefits.

Employees parking in the EVSE Eco-Commuter spaces must limit charging times to no more than 4 hours per day. Employees may also use these spaces for no more than 4 hours to wait for available EVSE. Combined waiting and charging times may exceed 4 hours.

By using SAS EVSE, the EV owner consents for their vehicle to be unplugged when the EVSE indicates their vehicle is fully charged. This will better enable vehicles parked adjacent to existing EVSE the opportunity to charge. Authorized SAS personnel may disconnect your vehicle at any time.

Guidelines

Do not count on the availability of SAS EVSE as a primary justification in your decision to purchase plug-in electric vehicles. Your purchase decision should be based on your ability to charge at home and convenience of publicly available EVSE.

Do not use SAS EVSE if your commute can be accomplished by charging at home.

SAS encourages EV owners who park in spaces adjacent to EVSE to open charge-port covers as a means to let other EV owners know it is ok to plug in your vehicle when they are done. When your charge is complete, move your vehicle so other employees can use EVSE.

Charging cords and EVSE status indicators have matching identification numbers to better identify fully charged EV and minimize confusion when moving charging cords. Neatly replace the charging cords when finished. Cords left on the ground are safety hazards.

SAS created a report that summarizes [registered plug-in EV owners by building](#). This report may be used by the SAS EV community for constructive collaboration about sharing campus EVSE. *(Bldg. locations on report are updated regularly)*

Helpful information about SAS EVSE infrastructure and plug-in electric vehicles can be found on the [SAS Green Initiative Site](#).

Contact Security and Safety at x16400 for EV parking questions and for assistance with charging station safety instructions.