

COLORADO DEPARTMENT OF TRANSPORTATION
CDOT STIPEND FOR EMPLOYEE-OWNED
CELL PHONE AGREEMENT

By signing below, I understand and agree to all the conditions of issuance of a state stipend for my employee-owned cell phone.

1. I agree to abide by the terms of CDOT Procedural Directive 46.1 and the Office of the State Controller policy entitled "Cell Phones."
2. I understand and agree that I will not use my employee-owned cell phone for state business in an unsafe manner while operating a motor vehicle or other equipment.
3. I understand that my stipend is considered income by the state and will be taxed accordingly.
4. I understand and agree my mobile device billings are subject to audit by the State as well as other entities. I also acknowledge that if I receive a stipend, my employee-owned mobile device bills and other documents are public records as defined by the Colorado Open Records Act, Colorado Revised Statute Title 24, Article 72.
5. I understand my mobile device billings are subject to review by my supervisor and business office, and agree to provide them my mobile device billings upon request.
6. I understand and agree that in the event I do not adhere to any part of this agreement I may lose my state stipend for my employee-owned cell phone.
7. I understand that a stipend will not be provided until my state-owned cell phone is turned off.

Agreed to this _____ day of _____, 20__ by:

Employee (printed)

Employee Signature