



# TEXAS TECH UNIVERSITY SYSTEM Risk Management™

## RM Tips - Summer 2011

### SAFE TRAVELS

**Planning a trip?** Remember that if you are driving a university owned, leased, or borrowed vehicle you must obtain approved driver status through our office. It's easy but you need to allow at least five (5) working days to complete the process.

Contact Debbie Etie at [Debbie.etie@ttu.edu](mailto:Debbie.etie@ttu.edu) or call 742-0212 for more details. Safe travels!

