



STATE OF HAWAII
DEPARTMENT OF ACCOUNTING AND GENERAL SERVICES
P.O. BOX 119, HONOLULU, HAWAII 96810-0119

AMD.12.001

January 26, 2012

COMPTROLLER'S MEMORANDUM 2012-04

TO: All Department Heads

SUBJECT: Board and Commission Member Parking Permits

Persons serving on boards and commissions are issued parking permits pursuant to Hawaii Administrative Rule Section 3-30-14(a)(5), which requires the Parking Control Office to be informed at least 3 days in advance of upcoming meetings. Please be advised that if the Parking Control Office is not apprised of a scheduled meeting, the use of the permit will be considered unauthorized and the vehicle displaying the permit will be cited.

Additionally, Board and Commission Member parking permits can only be used in designated Department of Accounting and General Services parking facilities and only for attending scheduled board or commission meetings.

If you have any questions, please call Mr. Brian Saito of our Automotive Management Division at 586-0343.


JAN S. GOUVEIA
Acting State Comptroller