

Ultra-Low Emission Vehicle Scheme Declaration

The Ultra-Low Emission Vehicle (ULEV) scheme is available to staff who meet the necessary criteria. Please make sure you have read and fully understood this document and others referred to before signing.

Please note: If you fail to comply with the rules of the scheme; are found to have deliberately provided false information; or have failed to update the Car Parks Office of a change in circumstances, it may result in one or more of the following:

- Permanent withdrawal/cancellation of any discount and ineligibility to apply for any future discount schemes.
- Cancellation of parking permit with re-entry to the bottom of the waiting list.
- Disciplinary action.

The ULEV scheme is available to staff at the University of Manchester who meet the following criteria:

1. The vehicles V5C/logbook (or lease information if vehicle is not owned) confirms that the vehicle emits 50g CO₂/km or less.
2. The vehicle registered for the scheme must be the vehicle used to access University car parks.
3. The vehicle may be registered to another name (e.g. spouse or parent) but must be registered to YOUR residential address. We are entitled to ask for proof of address as required e.g. utility bill or driving licence.
4. The scheme is renewed each October. You must agree to update your records with evidence each September otherwise the discount will cease.
5. You are aware the Car Park Services may at any point carry out random checks to make sure you are adhering to the terms of this scheme.
6. As stated above, failure to comply may result in one or more of the following:
 - Permanent withdrawal/cancellation of any discount and ineligibility to apply for any future discount schemes.
 - Cancellation of parking permit with re-entry to the bottom of the waiting list.
 - Disciplinary action.
7. In the event of sanctions being applied as a result of failing to comply with the rules of the scheme, the Operations Manager's decision is final.

I have read and understood this declaration and the schemes Frequently Asked Questions: <https://www.estates.manchester.ac.uk/services/operationalservices/carparking/staffparking/levscheme/> and agree to abide by them. I have checked the eligibility criteria and confirm that I am eligible.

I have read the penalty clauses for non-compliance and agree that these may be applied in the event that I break the scheme rules.

PLEASE SIGN ON THE NEXT PAGE

PLEASE COMPLETE IN BLOCK CAPITALS:

Name	
Staff ID Number	
University Email Address	
Signature	
Date	
Review Date Due:	September: (Please enter the year of the next September)

Monitoring

Did you already own this vehicle AND use it to get to the University prior to being made aware of the scheme?	Yes / No (Please circle)
Did the scheme influence your decision to purchase/switch to a vehicle that meets the ULEV criteria?	Yes / No (Please circle)
If you have changed/switched vehicles to take part in the scheme, what was the make and model of your PREVIOUS vehicle?	Make: Model: Engine Size: Tax Band (if known):
Postcode of where you commute from (For potential carbon calculations only)	

For Office Use Only

Car Registration Number	
Car Park being used	
Violations	
Withdrawal	

Data Protection

The University of Manchester will use the information which you supply to use for the purposes of the implementation of the Ultra-Low Emission Vehicle Scheme and monitoring ONLY. We will not disclose your information to any other third party. We will keep your information for a maximum of 5 years, after which it will be securely destroyed. For further information on how your data is used, how we maintain the security of your information and your rights to access information we hold on you please contact the Records Management Office: <https://www.staffnet.manchester.ac.uk/igo/information-governance-office/>