

**Ohio Turnpike Commission
Human Resources Department**

COMMISSION PROPERTY CHECKLIST FOR TOLL OPERATIONS

(Complete only those items that apply)

Employee Name: _____

Department: Toll Operations Department

Interchange: _____

Supervisor: _____

<u>Commission Property</u>	<u>Issued to employee? Y/N</u>	<u>Identification Number</u>	<u>Returned ? Y/N</u>	<u>Issuing Department Notified Y/N</u>
Identification Badge (card access)				
EZ-Pass Transponder				
Non-Revenue Card				
Money Bag Key				
Building Keys				
Toll Collector Tour of Duty Card				
Metal Coat or Shirt Badge				
Toll Collector Booth I.D.				
OTC 50 Year Pin				
American Flag Pin (FT only)				
<u>Uniforms</u>	<u>Number Authorized</u>	<u>Number Issued</u>	<u>Returned Y/N</u>	<u>Remarks</u>
Long-Sleeved Shirts	()	()		
Short-Sleeved Shirts	()	()		
Jacket	()	()		
Slacks/Trousers	()	()		
Shorts	()	()		
Belt	()	()		
V-Neck Sweater	()	()		
Necktie	()	()		
Dickey	()	()		
Stocking Cap	()	()		

Employee Signature

Date

Supervisor Signature

Date