Driving Safety
Golf Carts & Utility Vehicles

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Environmental Health and Safety

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Golf Cart/Utility Vehicle Policy

• The University desires to ensure that all golf carts/utility vehicles are operated safely on University property in order to reduce accidents, incidents, and injuries related to the operation of golf carts/utility vehicles.

• Golf carts/utility vehicles shall be operated in accordance with the requirements of the University Policy # 4.1.6
Types of Vehicles

- Golf Carts
- Utility Vehicles
- Low speed Vehicles  
  - (LSV = 15 – 25 mph)
Defensive Driving

• Did you know that defensive driving applies NOT ONLY to licensed vehicles such as cars and trucks but also to unlicensed vehicles such as golf carts and utility vehicles?
Carts, cars… what’s the difference?

- Carts rollover easier
- Carts usually operate very near pedestrians
- Many carts run silently
- Other motor vehicles have the right-of-way
- In a collision – the cart ALWAYS loses!
Carts vs. Cars...

- Rollover much easier than cars.
- Speed limit is MUCH lower
  - 5 mph on sidewalks
  - 10 mph in parking lots
  - In congested areas no faster than pedestrians walking in the area
Pedestrians

• Pedestrians have the right of way always
• Pedestrians include anyone who may be walking, skating, skate boarding, bicycling, or those in wheelchairs.
• Avoid narrow sidewalks
• Stop & sound horn before proceeding through blind intersections.
FAU Golf Cart/Utility Vehicle Operating Procedures

- Applies to ALL operators of golf carts/utility vehicles on FAU Campuses - electric or gas powered
- ALL drivers must have a current/valid driver’s license
- All drivers must be trained in cart operation
- ALL employees operating carts must comply with all traffic laws
- Employees must comply with the manufacturer’s operating recommendations
FAU Golf Cart/Utility Vehicle Operating Procedures

- Personal use golf carts (except contractors or vendors) are prohibited
- Personal electric vehicles should be operated on streets and parking lots only
- LSV must be equipped like a car (lights, seatbelts, windshield, etc.).
FAU Golf Cart/Utility Vehicle Operating Procedures

- Except in emergencies, operate only on sidewalks wider than 6 ft
- Sudden stops or changes in direction may result in loss of control
- Keep hands and feet inside at all times when cart is moving
- Always remain seated
- Golf Carts are limited to 2 occupants maximum per bench seat.
FAU Golf Cart/Utility Vehicle Operating Procedures

• Golf carts/utility vehicles shall only be operated within the confines of University premises for University business.
  – Exceptions: Jupiter Parade or with permission from EH&S.

• Chargers for golf carts must be plugged directly into a GFCI receptacle. The use of extension cords is not permitted.
FAU Golf Cart/Utility Vehicle Operating Procedures

- The use of headphones, ear-buds, cell phones or texting by an operator is prohibited while the cart is in motion.

- Golf cart/utility vehicle operators may offer assistance to those in need unless department rules do not allow it.

- All accidents must be reported to supervisors & EHS; accidents involving third party injury or damage must also be reported to the police.
FAU Golf Cart/Utility Vehicle Operating Procedures

- Cart or truck – rules of the road apply:
- You must obey traffic signs and signals
- Pedestrians have the right-of-way always
- You must obey campus speed limits
- Hand signals must be used in carts without turn signals
Inspections

- Departments must ensure that their carts/utility vehicles are inspected once per year by a qualified service technician.
- Documentation of inspections must be kept for the life of the vehicle.
- Copies of all inspection reports must be sent to EH&S.
- If a cart/vehicle is transferred between dept’s, the records must accompany the vehicle.
- Click here for a list of vendors who can perform inspections.
Head All Warning Symbols

Read all warning labels
WARNING

ROLLOVER OR FALLING OFF MAY CAUSE DEATH.

- Before using vehicle, read operating instructions.
- Remain seated and hold on to seat handle while moving.
- Do not start vehicle until all occupants are seated.
- Two (2) persons per seat maximum.
- Operate from driver side only and not on public roads.
- Keep entire body inside vehicle while moving.
- Drive slowly in turns and straight up and down slopes.
- Do not leave children unattended on vehicle.
- Never operate under the influence of alcohol or drugs.
- Use brakes to reduce speed when coasting downhill.
- Never stand in front of or behind vehicle.

CCI 101960601
WARNING: ROLLOVER OR FALLING OFF MAY CAUSE DEATH
WARNING: Riding in cargo bed can cause severe injury or death. Do not ride in cargo bed.
Driving Instructions

OPERATING INSTRUCTIONS

- Read Owner's Manual and safety warnings located on dash panel prior to driving.
- Study and understand controls.
- Make sure wheels are turned in desired direction.
- Turn key to “ON” position and be sure nothing is in your path.
- While vehicle is stopped, select direction by placing shift lever or switch in desired position:
  - F – Forward
  - N – Neutral
  - R – Reverse (Buzzer will sound)
- Vehicle will start moving when accelerator pedal is depressed.
- Slowly depress accelerator pedal to increase speed. Park brake will release when accelerator pedal is depressed.
- To stop, release accelerator pedal and depress brake pedal.
- After stopping, firmly depress park brake until it locks.
- Place forward and reverse switch in neutral position.
- Turn key “OFF” and remove key when not in use.

CCI 1018216-01
Basic Operating Equipment

- Turn Signals
- Horn
- Brake Pedal/Parking Brake
- Accelerator Pedal
Other Requirements

• Registration number (T-# decal)
• Dept’s name must be clearly displayed at least on the front
• Back-up alarm
• Rearview mirror
• Slow moving vehicle placard
• Functional horn
• Strobe lights – for carts operated primarily in parking lots
• Annual maintenance – keep records for the life of vehicle
Pre-trip Check

- Conduct a visual check of the cart before driving
- Is the charging cord disconnected?
- Do the brakes work?
- Are the tires inflated?
Pre-trip Check - Continued

- Check for obstacles or pedestrians around the vehicle
- Adjust mirrors
- Check lights & turn signals
- Be sure everything is properly stored
Should you be driving?

- Are you tired, upset, fatigued, ill?
- Are you taking prescription or over-the-counter medication?
- Are you emotionally upset?

**NOTE:** No one is allowed to drive an FAU vehicle while under the influence of drugs or alcohol!
Hand holds are provided for passenger balance and safety when vehicle is in operation.
Leaving the Vehicle Unattended

- Do not dismount vehicle before it has come to a complete stop
- Engage the parking brake
- Turn off the engine
- Take the key
Parking

• Park preferably on hard surfaces (or on grass only if necessary)
• For Admin Bldg, use designated golf cart parking
• No parking within 20 ft of entrance/exit, except loading docks
• Do not park in locations which may block pedestrian or vehicular traffic
• Do not park in disabled parking spaces
Covered Walkways

• Covered walkways include: Breezeway, Bldg PS-55, Bldg SO-44, & Bldg UC-31

• Do not travel on/across covered walkways except for:
  – Medical, Police, or Safety Emergencies
  – Delivering equipment/supplies to provide maintenance services at a specific site

• Exception: Crossing the Breezeway may occur only on walkway between Library & Bldg CM-22
Covered Walkways

- Golf carts not allowed
Covered Walkways
-Golf cart crossing allowed
Night Driving

• If you are driving at night the cart must have:
  – working headlights
  – working brake lights
  – working turn-signal lights

• Drive cautiously – pedestrians may not see you coming.

• Check the lights before driving at night.
Utility vehicles

Common sense applies:

• Always tie-down your load
• Always set your brake once you get to your destination
• After loading, check to see if all four wheels are still touching the ground?
Carrying A Load

- Do not exceed load capacity
- Balance the load
- Secure the load
- Be sure you can see behind the vehicle
- Loads can change on steep grades
- No one rides in the back
Use Caution When Backing or Dumping A Load
Sanctions

• The FAU PD and Traffic & Parking have the authority to enforce this policy.
• Employees may be subject to disciplinary actions.
• Students may be subject to student disciplinary proceedings.
• Individuals are solely responsible for any fines.
• Those not affiliated with FAU may be banned from campus.
Review

- Keep all body parts within the vehicle.
- Follow the “rules of the road.”
- Be aware of your surroundings.
- Do not “horse around” with the vehicle.
- Drive slow.
- Pedestrians have the right of way always.
- Parking near the entrance/exit of a building could impede an evacuation.
After all….
The whole idea is to get where you’re going without endangering either yourself or others!

Click Here to take the quiz