

## **Proper Use of Electric/Gas Utility-Type Vehicles (FS-4)**

### **Regulation Governing Use of Electric/Gas Utility-Type Vehicles (EGUV):**

Individual operators will use their judgment on whether to operate on a sidewalk or roadway based upon their destination and driving conditions. Individual operators shall always consider the terrain, weather conditions, pedestrian and vehicular traffic, which may affect the ability to operate the EGUV safely. Driving university-owned EGUVs off campus is strictly prohibited. Use of university-owned EGUVs for personal transportation is prohibited. EGUVs can be used to transport mobility-impaired individuals when other transportation options (e.g. wheelchair, scooter, personal vehicle or public transit) are not viable. Below is a list of the basic rules and regulations for the use of EGUVs:

- Pedestrians have the right of way on all campus sidewalks at all times.
- EGUV vehicle operators must have a valid driver's license and observe all traffic laws.
- EGUV operators are required to provide immediate notification to their supervisor of any accident involving the EGUV.
- All vehicles must have a slow moving emblem (red triangle) attached to the rear.
- EGUV is only to be operated on designated highways where the speed limit is 35 miles per hour (mph) or less.
- Units operated between sunset and sunrise must have headlamps and tail lights.
- Passengers are limited to manufacture's capacity; beds are not to be used for passenger use.
- Passengers must keep their heads, legs, and arms within the cab of vehicle.
- EGUV operators are required to provide timely notification of safety and maintenance concerns to a supervisor or department head.
- Electric vehicles will be recharged at a location appropriate for such use. Use of extension cords from inside of buildings to vehicles are prohibited. Questions regarding an appropriate location can be directed to Environmental Health & Safety (EHS) and Parking Services.
- Refueling of gas-powered vehicles must be done at Fleet Services or at approved locations where gasoline in quantity is stored. EHS office will affirm storage and dispensing requirements with the department when an approval request is received.
- EGUVs should not be used to transport gasoline, compressed gasses, any flammable/combustible materials, and/or hazardous waste. Maintenance activities are exempt from this regulation as long as threshold quantities are not exceeded and the vehicle is equipped with proper safety measures. Contact EHS for more details.
- Gas powered utility vehicles shall not be stored, operated, or repaired within buildings, permanent structures or spaces underneath grandstands and bleacher seats unless such locations are specifically approved for this use by EHS. EHS will coordinate efforts with appropriate code officials and affirm the requirements for the approved locations.

Electric/Gas Utility-type Vehicles will be treated as a licensed vehicle for purposes of parking and will adhere to university rules and regulations governing parking and parking enforcement. University-owned EGUVs will only park in designated "Service Vehicle" parking spaces or another hard surface that has been approved by the Parking Services Department. University-owned EGUVs should avoid parking on sidewalks but may be parked on the sidewalk as long as it does not block or restrict pedestrian traffic, block entrances to buildings, stairways, handicap ramps or main thoroughfares. The only EGUVs allowed to park on turf will be vehicles being used to support grounds upkeep, with the exemption of the Police Department, Rescue Squad and Parking Services.

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I verify that I have read and understand the regulations governing the use of EGUVs. I have a valid driver's license, and I will report to my department head, any revocation, suspension, restrictions, and will cease operating EGUVs until the matter is resolved.

Printed name: \_\_\_\_\_

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

*Notes Regarding Changes to License:*

**This form must be retained for the entire time this individual is associated with the department.**