

# Small Utility Vehicle Safety Presentation

Gettysburg College Policy



Safe Operations



Prohibitions



Inspections/ Maintenance





# What are the risks?

- ◆ Citation
- ◆ Death
- ◆ Injury
- ◆ Loss of privileges
- ◆ Property destruction





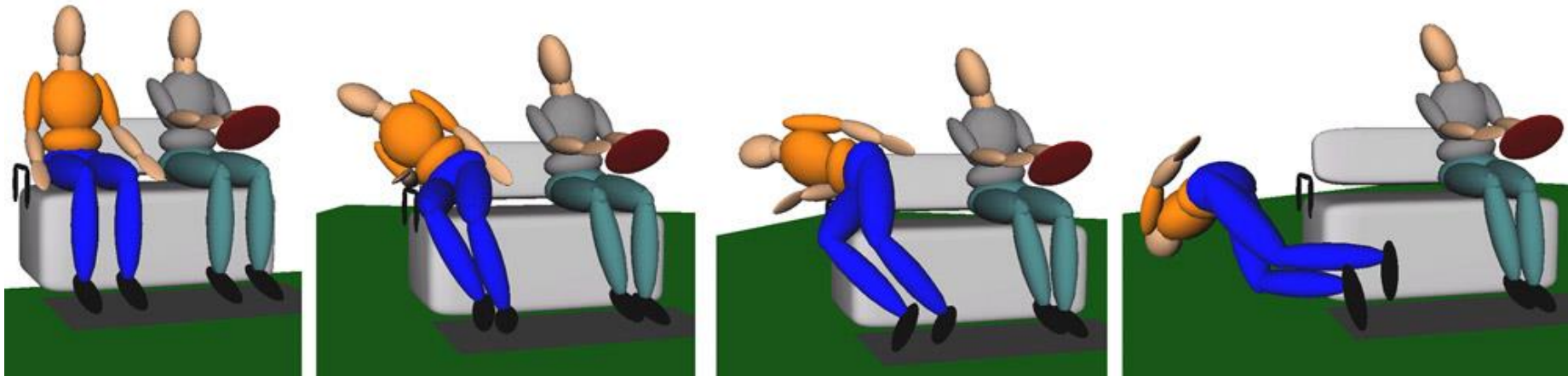
# What are the chances?

- ✦ There are 10,000+ utility vehicle related injuries requiring emergency room treatment in the U.S. each year. (Consumer Products Safety Commission)
- ✦ 35% of utility vehicle accidents involve a person falling out of the cart.
- ✦ 10% of utility vehicle accidents involve a rollover.
  - ✦ Twice as likely to lead to injuries requiring a hospital stay.



# Passenger Ejections

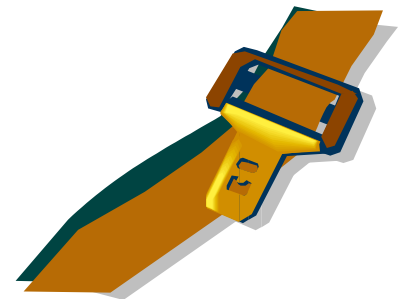
- ❖ **Scenario:** *A utility vehicle travels near its maximum speed. It is turned sharply to the left.*
- ❖ During a sharp left turn, centrifugal acceleration forces can force the **passenger** to his right, leading to ejection.





# Scenario Prevention

- ◆ Reduce Speed
- ◆ Seat Belts
- ◆ Handhold Bars & Hip Restraints
- ◆ Choose the safest paths
- ◆ Do not overload the vehicle
- ◆ Pay attention to passengers







# Rollover

- ✦ **Scenario:** *Driver loses control of the utility vehicle while traveling downhill.*
- ✦ Brakes are often on only the rear axle wheels.
  - ✦ A braked vehicle with skidding rear tires and rolling front tires is directionally *unstable*.
  - ✦ Driver can falsely perceive a brake failure, causing driver to press harder and lock the brakes.
  - ✦ Can lead to “fishtailing.”
- ✦ Instability of utility vehicles not noticed on flat ground.
  - ✦ Instability occurs with slight 10 degree slope when modest steering adjustments are attempted.



# Scenario Prevention

- ◆ Reduce Speed
- ◆ Know steering wheel sensitivity
- ◆ Choose the safest paths
- ◆ Do not overload the vehicle
- ◆ Brake maintenance





# Real life Scenario

On a sunny, dry day, two members of a school were carrying water and ice between athletic fields. They had been doing this every day all semester. The passenger in the utility vehicle was sitting with one foot on the top of an ice cooler and the other extended outside the cart.

As the driver approached a gate to the football field, the passenger's foot got caught on the gate and fractured. The passenger had a trip to the local emergency room and about two weeks out of work.





# Scenario Prevention

- ◆ Reduce Speed
- ◆ Keep entire body in vehicle
- ◆ Do not overload the vehicle
- ◆ Do not drive too close to other objects/buildings
- ◆ Pay attention to passengers
- ◆ Supervisor oversight of operations





# General Utility Vehicle Safety

- ◆ Read the College Utility Vehicle Operations Policy
- ◆ Must meet Fleet Operations Safety Policy qualifications to be an Authorized Drivers
- ◆ Practice with an experienced UV Driver
- ◆ Obey all traffic laws
- ◆ Report all accidents
- ◆ Perform maintenance check prior to use



# College Policy

- ◆ **Purpose:** *To establish proper safety procedures and practices, as well as to promote and provide for a safer environment.*
- ◆ **Applies to:**
  - ◇ Use of electric or gas-powered and/or similar utility type vehicles
  - ◇ All drivers of utility vehicles



# Discipline

- ◆ Failure to follow policy may result in:
  - ◆ Citation
  - ◆ Appropriate disciplinary action
  - ◆ Suspension of operator's utility vehicle driving privileges





# Authorized Drivers

- ◆ Complete MVR (*Motor Vehicle Report*)
- ◆ Read Fleet Operations Safety Policy, which includes Utility Vehicle Operations
- ◆ Complete online driver safety training and pass test
- ◆ Read UV PowerPoint and pass test
- ◆ Notify & return all information to Human Resources, x6069, [lgarskof@gettysburg.edu](mailto:lgarskof@gettysburg.edu)





# Road Rules

- ◆ College-owned or rented utility vehicles are used for College business only.
- ◆ Utility vehicles may operate on College sidewalks, not exceeding brisk walking pace. Pedestrians have the right-of-way.
- ◆ The speed limit for utility vehicles on standard roadways is **15 mph.**
- ◆ Use extreme caution at all times.





# Utility Vehicle Use

- ✦ Use seatbelts, where available.
- ✦ All passengers should keep body within the confines of the vehicle when in motion.
- ✦ Utility vehicles are not to be overloaded by:
  - ✦ Carrying more passengers than seats provide.
  - ✦ Overloading the vehicle's recommended load capacity.
- ✦ Only utility vehicles designed for towing may be used for towing.



# Safe Operations

- ◆ Know what position the direction level is in prior to movement
- ◆ Use accelerator gently - *Do not “floor” the accelerator*
- ◆ Practice the brake, accelerator, and steering wheel to learn sensitivity
- ◆ Come to a complete stop to change direction
- ◆ Set the brake after coming to a complete stop
- ◆ Avoid abrupt stops and sharp turns that cause skidding



# Pedestrians

- ✦ *Pedestrians have the right-of-way.*
- ✦ Utility vehicles must yield to pedestrians on sidewalks.
- ✦ Speed is to be reduced to a minimum when driving along or crossing sidewalks.
- ✦ Vehicle operators are to pay particular attention to the needs of disabled persons.
  - ✦ Limitations in vision, hearing or mobility may impair ability to see, hear, or move out of the way of utility vehicles.





# Parking

- ◆ Operators should avoid parking in heavily traveled pedestrian areas as much as possible.
- ◆ Utility vehicles should not block emergency equipment, pedestrian aisles, doorways, intersections, or the normal traffic flow.







# Keys & Vehicle Security

- ◆ Drivers are responsible for ignition keys while using the vehicle.
- ◆ When the vehicle is not in use, the control lever should be placed in the neutral position and the key should be removed.
- ◆ Keys shall not be left in the utility vehicles.
- ◆ When the vehicle is not in use for a long period of time, such as overnight, it should be secured.





# Prohibitions

- ◆ Do not operate utility vehicles on roadways outside the boundaries of the College property.
- ◆ Do not operate a vehicle when impaired by alcohol or drugs.
- ◆ Operators may not wear headsets/headphones while operating utility vehicles.
- ◆ Tampering with utility vehicles is prohibited and is a violation of federal law.
- ◆ Personally-owned carts are prohibited from operating on College property.\*





# Accidents

- ◆ The operator must report any accidents to the Department of Public Safety and to the appropriate supervisor.
- ◆ Department of Public Safety will prepare a written report.
- ◆ Report will be forwarded to the Director of Risk Management, the director of the department and the employee's supervisor.



# Inspections/Maintenance

- ◆ Inspect UV daily prior to use. Check tires, steering, gears, brakes, battery fluid leaks, lights if available.
- ◆ If the utility UV is in need of repairs, the vehicle should be taken out of service.
- ◆ Report any damage to a supervisor immediately.
- ◆ Follow routine maintenance schedule set by College Mechanic.





# Your Part for Safety

- ◆ Take College policy seriously.
- ◆ Value personal safety.
- ◆ Value the safety of individuals on campus.
- ◆ Value College property.
- ◆ Complete UV Safety Test.

*Thank you for keeping our Gettysburg College drivers & vehicles safe!*