

Title of Training	Small Utility Vehicle and Golf Cart Safety	
Equipment Info.	Make/Type/Size/Model	General ATV Training All Models
Material Needed	Operators Manual Pylons/Orange Cones/Used Tires to Outline Hands On Obstacle Course	.Site Specific Training must be completed with owners manual.



Small Utility Vehicle and Golf Cart

These Safety points are provided to facilitate safe operation of small utility vehicles and golf carts used during Brieser Construction job-sites/operations. Because these vehicles are typically of lighter construction, feature less safety equipment, and operate in different environments than typical motor vehicles, it is imperative that operators understand the particular capabilities and limitations of these vehicles, and that they are aware and take precautions against the particular hazards they may be exposed to.

Each site that operates these types of vehicles must adhere with the requirements of this procedure and should have trained employees who are responsible for operating them. Since this procedure may not identify all hazards associated with particular vehicle operations, each Brieser Competent Person is responsible for conducting a “job hazard analysis” to determine the potential hazards for their specific operations and operating conditions and to take appropriate action to mitigate any particular hazards identified in that analysis. Supervisor’s are also responsible for ensuring that vehicles are maintained in a condition that allows for safe operation.

Definitions:

- a. **Golf Cart:** Small motorized vehicle with room for a driver, one or more seated passengers, and a small amount of equipment, generally not licensed for street use.
 - b. **Small Utility Vehicle:** Small motorized vehicle designed for a specific type of work, such as a Cushman, a John Deere Gator or Kawasaki Mule, etc. These vehicles are mainly intended for off-street use, although they may be licensed for street usage. They are generally designed to carry equipment and/or passengers.
2. All drivers of utility vehicles or golf carts must trained prior to operating any such vehicles on any Brieser job-site..
- The training program should include:
- The contents of this procedure, manufactures guidelines and especially including all safety rules.

Trainee Name (print)		Signature of Trainee	
Instructor Name		Date of Training	
Scan To:	Safety/Training/Equipment/Utility Vehicle Training – YYYY/MM/DD		
Revision # 002-15	Page 1 of 4		

Title of Training	Small Utility Vehicle and Golf Cart Safety	
Equipment Info.	Make/Type/Size/Model	General ATV Training All Models
Material Needed	Operators Manual Pylons/Orange Cones/Used Tires to Outline Hands On Obstacle Course	.Site Specific Training must be completed with owners manual.

- Safe operating rules of the road.
- Precautions for operating in low-light or dark conditions.
- Designated paths and routes for vehicle operation.
- Procedures for unusual operating conditions, for example, while using an attached snow plow or towing, as applicable.
- Limitations and restrictions on the use of the golf cart.
- The difference between street legal and non-street legal golf cart/small utility vehicle.
- Steps to be taken in an emergency.



3. All drivers must be 18 years of age or older and must have a valid driver's license. A copy of the current valid driver's license should be on file with the responsible department prior to operating the vehicle..
4. Utility vehicles and golf carts shall observe all vehicle traffic laws (e.g. stopping at stop signs, yielding to pedestrians, etc).
5. Vehicles shall not be operated in a manner that may endanger passengers, other members of the campus community, or property. Drivers must not be under the influence of alcohol or drugs. Drivers should not use radios or cell phones while the vehicle is moving. Absolutely no horseplay while operating vehicles.
6. The number of passengers and load capacity shall not exceed the manufacturer's rated limit. Passengers must be in seats. Seatbelts must be worn, if installed. Safety equipment, especially including seatbelts, may not be removed from the vehicle.
7. Driver and passengers must hold on to the utility vehicle or golf cart at all times while the vehicle is in motion unless securely seat-belted in place. Luggage, packages, cargo, and/or equipment must be adequately secured for safety.
8. Operators must operate vehicles at a safe speed for conditions, and should not operate vehicles at maximum speed.

Trainee Name (print)		Signature of Trainee	
Instructor Name		Date of Training	
Scan To:	Safety/Training/Equipment/Utility Vehicle Training – YYYY/MM/DD		
Revision # 002-15			Page 2 of 4

Title of Training	Small Utility Vehicle and Golf Cart Safety	
Equipment Info.	Make/Type/Size/Model	General ATV Training All Models
Material Needed	Operators Manual Pylons/Orange Cones/Used Tires to Outline Hands On Obstacle Course	.Site Specific Training must be completed with owners manual.

9. Utility vehicles and golf cart-type vehicles that are not licensed for street usage are restricted to sidewalks and paths on the University campus. Street-legal vehicles may be operated on streets with prior approval of responsible department. Small utility vehicles and golf carts must be operated in accordance with all applicable traffic laws, particularly regarding usage of seat-belts and prohibitions against use of cell phones or texting while driving.

10. Check path of utility vehicles or golf carts and identify areas of caution or reduced speeds over designated paths. Drivers should slow when approaching such areas, or if traveling over paths which have not been assessed. Included in training session will be instructions on which paths to use.

11. Operators must reduce speed to match other users on all streets, sidewalks, and paths. In congested pedestrian areas, operators must either park or proceed at a slow walking pace.

12. Vehicles can only be parked in a safe manner and location and must not block any entrances to buildings, stairways, ramps, or thoroughfares

13. Charging stations for electric golf carts and utility vehicles shall be located in a safe location that has adequate ventilation to prevent potential build-up of explosive hydrogen gas, and which is adequately protected from weather.

*This Safety Training Topic (STT) does not necessarily cover all possible hazards associated with this equipment and should be used in conjunction with **equipment manual**. It is designed as a guide to be used to compliment training in the field at Brieser Construction and as a reminder to users prior to equipment use.*

Trainee Name (print)		Signature of Trainee	
Instructor Name		Date of Training	
Scan To:	Safety/Training/Equipment/Utility Vehicle Training – YYYY/MM/DD		
Revision # 002-15			Page 3 of 4

Title of Training	Small Utility Vehicle and Golf Cart Safety	
Equipment Info.	Make/Type/Size/Model	General ATV Training All Models
Material Needed	Operators Manual Pylons/Orange Cones/Used Tires to Outline Hands On Obstacle Course	.Site Specific Training must be completed with owners manual.

EMPLOYEE NAME (Print or Type)	EMPLOYEE SIGNATURE	TRADE	JOB TITLE
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			
11.			
12.			
13.			
14.			
15.			
16.			

Trainee Name (print)		Signature of Trainee	
Instructor Name		Date of Training	
Scan To:	Safety/Training/Equipment/Utility Vehicle Training – YYYY/MM/DD		
Revision # 002-15			Page 4 of 4