

UAM OPERATING PROCEDURE 335.2
RE: Operation of UTV/Carts on Campus

March 9, 2020

All university students, faculty, and staff that operate a UTV/Cart on university property must adhere to the following rules of operating and maintaining UTV/Carts utilized on the University of Arkansas at Monticello property. Violation of these rules may result in disciplinary action.

Parking and Storage of carts:

- The ignition key should be removed when leaving the cart.
- Carts should be parked in such a manner that they do not block or interfere with normal pedestrian or vehicular traffic on roadways, ramps or sidewalks.
- Carts will not be parked in fire lanes, handicap parking spaces, within 20 feet of building entrances/exits, or on sidewalks or ramps that would impede pedestrian or handicap accessibility.

Safety Rules:

- UTV/Cart operators shall abide by the University of Arkansas at Monticello Drug Free Workplace and Alcohol Policies and never operate a cart under the influence of drugs or alcohol.
- UTV/Cart operators should not wear headphones, use cell phones or use/operate any other device while driving that may cause a distraction, including text messaging.
- While driving carts through parking lots, special care should be taken to observe traffic and vehicles pulling in/out of parking spaces.
- Pedestrians shall be afforded the right-of-way at all times.
- Drivers that are not equipped with turn indicators should use appropriate hand signals.
- Do not exceed the passenger limit, as designated by the UTV/Cart's manufacturer.
- All occupants in the cart shall keep hands, arms, legs and feet within the confines of the UTV/Cart while it is in motion.
- UTV/Cart privileges will be revoked if safety rules are not followed.
- UTV/Carts shall be driven on paved surfaces unless a non-paved surface – that will not cause damage to the surface – is the only way to gain access to the work area.

Accident Reporting:

All accidents involving UTV/Carts should be immediately reported to the University Police Department at 460-1000.

The scope of this policy applies to, but may not be limited to, the following:

- Courtesy transportation for students, faculty, staff, visitors and persons with physical disabilities.

- Delivering and transporting items that are too large/bulky to be carried by hand.
- Providing access to areas where road-licensed/use vehicle may have difficulty navigating.
- Avoiding damage to landscaping or other property.
- Special events such as commencement, camps, institutional activities, etc.
- Only authorized employees or students may be allowed to use carts
- Drivers must have a valid driver's license and maintain a clean driving record.
- Drivers must complete the appropriate forms to be authorized to operate carts on campus.
<https://www.uamont.edu/Fin-Admin/pdfs/hr/VehicleSafetyProgram.pdf>
- Driving privileges may be revoked with accrual of traffic violation points.