

Parking & Transit Services

EHS-GS130: Alternative Vehicles

Effective Date: 12/1/13

Reviewed/Revised: 11/1/13

Areas affected: employees and student who operate alternative vehicles

Objective

To establish guidelines for the safe use of university owned and leased alternative vehicles) on campus and while engaged in university-sponsored activities

Definition

Alternative Vehicle: A motor driven vehicle not meeting the definition of a sedan, truck, pickup, or van and whose primary function is transportation. Examples include the following:

1. All-terrain vehicles
2. Carts
3. Utility carts
4. Golf carts
5. Segway

Excluded from the definition are powered industrial trucks (e.g.: forklifts), tractors, cranes, mobile lifts, backhoes, lawn mowers, bulldozers, and similar equipment whose intended purpose is not transportation.

Policy

General Requirements

All members of the University of Tennessee community (students, staff, faculty, and contractors/vendors) are governed by this policy. All operators of alternative vehicles must meet the following criteria before operating these types of vehicles on UT property:

1. The vehicle must be registered with the appropriate permit from the University of Tennessee Parking and Transit Services. The permit also must be properly affixed to the alternative vehicle so it is correctly displayed.
2. Be at least 18 years old
3. Possess a valid driver license
4. Know and adhere to all State of Tennessee Motor Vehicle Laws
5. Successfully complete an Alternative Vehicle Safety Training Program that includes a signed statement of understanding and compliance (Appendix A).

Policy Administrator

Questions regarding the interpretation or implementation of this policy should be directed to one of the following: UT Police (865-974-3114), Parking and Transit Services (865-974-6031), or Environmental Health and Safety (865-974-5084).

Vehicle Operating Standards

Alternative/off-road vehicle operation is governed under Tennessee Code Annotated 55-8-185: Use of off-road motor vehicles on highways (see Appendix B). Operators are subject to the rules of the road, including stopping, turning, and safe operation. Alternative vehicle operators observed in violation of these rules can be cited by the police. The University of Tennessee Police Department is responsible for enforcing these rules on campus.

Operation

1. Alternative vehicles shall be operated in a manner that does not interfere with normal pedestrian or vehicular traffic flow.
2. Alternative vehicles will be driven only on inner vehicular drives and pedestrian sidewalks (with the exception of Intersection Rule 2 as listed below) on campus as designated on special route maps which can be obtained from the University of Tennessee Police Department.
3. No vehicle traffic will be permitted on covered walkways, dedicated pedestrian bridges, or in buildings unless prior approval is granted by the University of Tennessee Parking and Transit Services.
4. Always travel at least six feet away from buildings.
5. Operators are to use extreme caution at all times. Stunt driving, excessive speed, and horseplay are prohibited.

Speed Limit

1. All speed limits shall be observed. When driving an alternative vehicle on a walkway during heavy pedestrian traffic, vehicle speeds shall be reduced to a walking pace.
2. Operators must always consider the terrain, weather conditions, and existing pedestrian and vehicular traffic that may require driving at slower speeds.

Intersections and Crosswalks

1. Operators must come to a complete stop before crossing a roadway or proceeding through intersecting sidewalks or other areas that have blind spots.
2. Alternative vehicles cannot use pedestrian crosswalks to cross roadways. To avoid the use of pedestrian crosswalks, an operator may need to merge into the normal flow of traffic at a reasonable and prudent distance from the intersection. This will allow the vehicle to safely cross the intersection without obstructing traffic, illegally using the pedestrian crosswalk, or impeding the flow of traffic. This is in accordance to the Tennessee Code Annotated 55-8-185, where off-highway motor vehicles are only allowed to drive on a road "at a place where a quick and safe crossing may be made."
3. When the vehicle is crossing the road, the operator must abide by the rules of the road. When making turns, the operator must signal using either a mechanical/light turning signal or an arm turning signal.
4. Operators must obey all traffic signals. Operators must look in all directions prior to entering the intersections and crossing.
5. Slow down before and during turns. All turns shall be executed at reduced speeds.

Pedestrians

1. Pedestrians have the right of way on campus. Alternative vehicles must yield to pedestrians on sidewalks.
2. Operators must account for the fact that a pedestrian may be physically impaired and unable to hear or see the vehicle or unable to move quickly.
3. Operators must reduce speeds in heavy pedestrian traffic or stop until the pedestrian traffic has lessened.
4. Operators must never attempt to get pedestrians out of their way by intimidating them to step off the sidewalk.
5. Whenever an operator feels he/she cannot predict the actions of a pedestrian or other vehicle operator, he/she must come to a complete stop before proceeding.

Parking

1. The department responsible for the unit/vehicle is also responsible for locating a safe location to store the vehicle that does not block parking spaces or blocks ingress or egress.
2. Alternative vehicles shall not be parked within 6-8 feet of the entrance or exit of any building, except at loading docks.
3. Alternative vehicles shall not be parked in a way that blocks fire hydrants, emergency exits, and vehicular or pedestrian traffic. Vehicles shall not be parked in fire lanes, in metered parking spaces, in handicapped parking, impeding handicapped ramps, or in reserved parking.

Cargo

1. Alternative vehicles equipped with a back carriage shall not be loaded in excess of the manufacturer's rating. Overloading decreases maneuverability and safe operation.
2. Materials and equipment shall be loaded and secured so they will not cause a hazard by shifting or falling off the vehicle.
3. Top heavy equipment is especially dangerous and should be secured near the center of the vehicle to avoid tipping. Be extremely careful during turning maneuvers.
4. Cargo must not extend more than one foot from either side or the front of a utility vehicle.
5. Loads that extend more than three feet from the rear of the vehicle must be flagged with a brightly colored material, usually red or orange.

General Guidelines

1. Operators or passengers shall not jump on or off vehicles in motion.
2. No passengers will be permitted on alternative vehicles unless provided with adequate seating. No one is permitted to ride on the running boards, fenders, or any part of the vehicle except the seats.
3. Always remain seated and hold on while vehicle is in motion.
4. Operators may not wear headsets or ear protection at any time while operating vehicles.

5. Cell phone usage and texting while driving an alternative vehicle is prohibited. Operators may not wear headsets or other device which may impede their ability to operate the vehicle
6. Avoid sudden stops or change of direction that may result in a loss of control.
7. Operators shall not stop in the middle of roads or walkways.
8. Alternative vehicles are not to be driven on any landscaped area unless it is the only available way to allow a pedestrian the proper right-of-way. The vehicle should be brought to a full stop on the landscaped area, then immediately returned to the walkway as soon as the area is clear.
9. DO NOT leave keys in unattended vehicles.
10. Operators of alternative vehicles that will be used in remote areas are encouraged to consult the Offsite Safety Guide found in the UT Safety Manual.

Re-fuel and Battery Charging

1. Re-fueling must be completed outdoors, away from any sources of ignition and at least 50 feet from building HVAC air-intakes.
2. Smoking is prohibited when the vehicle is being re-fueled and within 15 feet of vehicles where battery charging is in progress.
3. Battery charging shall be performed in areas with adequate ventilation.
4. Approved flammable liquid storage cans must be used when re-fueling with portable containers.

Electrical/Mechanical Systems

1. Vehicles must be inspected and maintained in accordance with manufacturer's recommendations.
2. Electrical or mechanical problems must be reported immediately by the vehicle operator to his/her supervisor.
3. Vehicles that are unsafe to operate (e.g.: brake failure) shall be taken out of service and secured to prevent use until repairs are completed.

Accident Reporting Procedure

All accidents involving an Alternative/Off-Road Vehicle will be reported immediately to the University of Tennessee Police Department and the department to which the vehicle belongs.

Training

It shall be the department head's responsibility to ensure that vehicle operators are trained. Authorized users of alternative vehicles shall successfully complete training prior to initial use of the vehicle. Participants must score 80 percent or better on a post-training quiz in order to be considered "authorized." Results of the quizzes shall be kept by the department and serve as documentation of training. Environmental Health and Safety will provide training materials and quizzes for departments and/or support (instructor). The quizzes will be graded and returned to the departments by EH&S.

Refresher training shall be required every three years.

Initially, each operator must certify they have read and will comply with this policy.

Policy Review and Revisions

This policy shall be reviewed at least every three years and revised as needed by the Traffic and Parking Authority Committee. More frequent review may be completed in response to regulatory changes, upon request or when deficiencies are noted.

References

Tennessee Code Annotated Title 55 Chapter 8. 55-8-185. Use of off-highway motor vehicles on highways. See Appendix B below

Appendix A

Alternative Vehicle Safety Assurance

I have read and understand the Alternative Vehicle Safety Plan, completed the necessary training, and will abide by the requirements.

Further, I will not engage in horseplay and will operate the alternative vehicle in a safe manner.

I understand that failure to abide by these conditions may result in disciplinary action, up to and including termination.

Date training was completed

Name (print)

Signature

Date

This form will be kept in the department's files for a period of at least three years.

Appendix B

2010 Tennessee Code

Title 55: Motor and Other Vehicles

Chapter 8: Operation of Vehicles Rules of the Road

55-8-185: Use of off-highway motor vehicles on highways

55-8-185: Use of off-highway motor vehicles on highways

(a) Off-highway motor vehicles defined in § 55-3-101(c)(2) may be operated or driven upon a highway but only as follows:

(1) On a two-lane highway, only to cross the highway at an angle of approximately ninety degrees (90°) to the direction of the roadway and at a place where a quick and safe crossing may be made;

(2) With respect to the crossing of a highway having more than two (2) lanes, or a highway having limited access, off-highway motor vehicles may cross these highways, but only at a place designated by the department of transportation or local government authorities with respect to highways under their respective jurisdictions as a place where such motor vehicles, or specified types of such motor vehicles, may cross the highways, and these vehicles shall cross these highways only at those designated places and only in a quick and safe manner; and

(3) The department and local government authorities with respect to highways under their respective jurisdictions may designate, by the erection of appropriate signs of a type approved by the department, places where these motor vehicles, or specified types of these motor vehicles, may cross any highway having more than two (2) lanes or having limited access.

(b) Off-highway motor-driven cycles defined in § 55-3-101(c)(2) may be moved, by nonmechanical means only, adjacent to a roadway, in a manner so as to not interfere with traffic upon the highway, only for the purpose of gaining access to, or returning from, areas designed for the operation of off-highway vehicles, when no other route is available. The department or local government authority may designate access routes leading to off-highway parks as suitable for the operation of off-highway vehicles, if such access routes are available to the general public only for pedestrian and off-highway motor vehicle travel. Alternative Vehicles GS 130 Page 8

(c) (1) notwithstanding any law to the contrary, three- or four-wheel all-terrain vehicles may be operated on:

(A) State Route 116 between Railroad Street and Beech Grove Lane within the jurisdiction of Lake City in Anderson County; and

(B) Oneida & Western (O&W) Railroad Road from its intersection with Verdun Road southwestward to its terminus, within the jurisdiction of Scott County.

(2) Drivers operating vehicles pursuant to subdivision (c)(1) shall obey the rules of the road and operate with due care. While on the authorized portion of the highways designated in subdivision (c)(1), the vehicles shall display tail lamps and headlights. Headlights on the vehicles shall, under normal atmospheric conditions and on a level road, produce a driving light sufficient to render clearly discernible a person two hundred feet (200¢) ahead.

(d) A violation of this section is a Class C misdemeanor punishable by a fine only of not more than fifty dollars (\$50.00).

[Acts 1982, ch. 749, § 2; 2005, ch. 60, § 1; 2007, ch. 448, § 1.]

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