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|  | <b>FGCU POLICY 3.057</b>                                  | <b>Responsible Unit:</b><br>Environmental<br>Health and Safety |
|   | <b>Golf Cart, Low-Speed Vehicles, or Utility Vehicles</b> |  |

**A. POLICY STATEMENT**

To ensure the safety of Vehicle operators and passengers, the University manages the procurement and operation of all Vehicles on University premises. Vehicles are regulated under Florida Statutes, which limit the operation of these Vehicles to certain locations.

**B. REASON FOR POLICY**

This Policy is to inform the University community of the requirements to purchase and operate Vehicles on University premises.

**C. APPLICABILITY AND/OR ACCOUNTABILITY**

This Policy applies to all Units and authorized University contractors that procure and operate Vehicles on University premises.

**D. DEFINITION OF TERMS**

1. *Driver*: University employee or authorized contractor’s employee.
2. *Golf Cart*: A motor Vehicle, whether gas or electrically powered, that is designed and manufactured for operation on a golf course for sporting or recreational purposes and that is not capable of exceeding speeds of twenty (20) miles per hour.
3. *Low-Speed Vehicle*: Any four-wheeled Vehicle with a top speed greater than twenty (20) miles per hour but not greater than twenty-five (25) miles per hour, which must comply with safety standards in 49 C.F.R., section 571.500 and section 316.2122, Florida Statutes.
4. *Unit*: All divisions, departments, and colleges at the University.
5. *Utility Vehicle*: A motor Vehicle, whether gas, diesel, or electrically powered, designed and manufactured for general maintenance, security, and landscaping purposes, but the term does not include any Vehicle designed or used primarily for the transportation of persons or property on a street or highway.
6. *Vehicle*: A Golf Cart, Low-Speed Vehicle, or Utility Vehicle.

## E. PROCEDURES

### 1. Equipment Requirements When Procuring a Vehicle

- a. All Vehicles operating or purchased for use on University premises must have the following equipment:
  - 1) Five (5) panel rear view mirror or single mirror with same length;
  - 2) Side mirrors;
  - 3) Turn signals;
  - 4) Tail lights;
  - 5) Head lights;
  - 6) Brake lights;
  - 7) Horn; and
  - 8) Reflective Vehicle triangle attached in a prominent location on the rear of the Vehicle.
- b. Golf carts with rear facing seats must have grab bars.
- c. Whenever practicable, a Vehicle currently in use on the University premises should be refurbished to include this equipment.
- d. Where required by law or by University regulation, a vehicle will be equipped with:
  - 1) A fire extinguisher; and
  - 2) Seatbelts.
- e. Side mirrors may be optional for Vehicles used primarily for activities off the University premises when written justification is submitted with Vehicle purchase.

### 2. Use of Vehicles on University Premises

The following are required to operate a Vehicle on University premises:

- a. Only a Driver shall drive or operate Vehicles on University premises.
- b. Driver shall have a valid Florida Driver's License and must have their Driver's

- License in their possession while driving a Vehicle on University premises.
- c. Driver shall complete a mandatory driver safety course for the use of a Vehicle.
  - d. Driver and passengers should use seat belts when the Vehicle is in motion.
  - e. The number of passengers on a Vehicle must not exceed the number of available seats on the Vehicle.
  - f. Driver must comply with Florida traffic laws and University regulations and policies.
  - g. Driver must not wear headphones, earbuds, or any other device that interferes with the driver's operation of the Vehicle.
  - h. Driver must not use a cell phone or two-way radio, text or type on any device, or engage in any other type of distracted behavior while driving the Vehicle.
3. This notice must be placed in a visible location on the dashboard of all University-owned Vehicles that does not obscure manufacture's warnings:

Only University employees may operate this Vehicle. Driver must have a valid Florida Driver's License and a Florida Gulf Coast University ID on their person when operating this Vehicle. Driver must obey Florida traffic laws and University regulations and policies when operating this Vehicle. Driver is responsible for ensuring that the number of passengers does not exceed the manufacturer's posted limit.

Authorized University Contractors may post a similar notice on its Vehicles.

*Related Information*

*Chapter 316, Florida Statutes, relating to State Uniform Traffic Control*

*Authority*

*BOG Regulation 1.001, University Board of Trustees Powers and Duties  
FGCU Regulation 8.006, Parking and Traffic Enforcement*

*History of Policy*

*New 03/29/21*

**APPROVED:**

\*s/Michael V. Martin  
Michael V. Martin, President

March 29, 2021  
Date