## **Golf Cart/ATV Usage**

Golf carts and ATVs are considered vehicles. When driving or parking a golf cart/ATV, they are to be driven on the street/driveways/parking lots as much as possible. Driving on the sidewalks should be kept to a minimum. Please be courteous to the pedestrians when driving on the sidewalks to reach a destination. Golf carts should be kept off the grass as much as possible. If possible, do not park carts on the grass or sidewalks. Prior to operating a golf cart each employee or student is required to review the Utility Vehicle Safety PPT and complete a Utility Vehicle Training Acknowledgement.

To request instruction and certification to operate a golf cart or other utility vehicle on the Dalton State Campus or event, contact Risk Management at 706-272-4465 or <a href="mailto:mmasters@daltonstate.edu">mmasters@daltonstate.edu</a>.





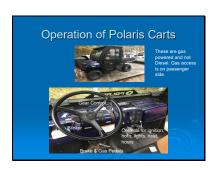
























- Do not misuse the utility vehicle. It is a utility vehicle, not a recreation vehicle.

  Vehicles should be used on hard surfaces when possible.

  Horseplay can lead to accidents, severe bodily injury or death.

  Due to the vehicles tires, the vehicle will turn, stop, and start more aggressively than an automobile.

## Familiarize yourself with the

- > Know how to start the engine.
- > Know how to set and release the parking
- Do not force anything on the vehicle. If something doesn't work, contact Plant Operations.

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- RIDERS CAN FALL OFF AND BE SERIOUSLY INJURED OR KILLED

INJURED OK KILLED

Seating is provided for operator and number of passengers as stated by manufacturer.

Seat belt us is encouraged, follow the manufacture's recommended seating guidance.

Never overload a utility vehicle.

Index are allowed in carno box or anywhere else on thick.



#### Safety Rules



- rs not in a seat affect the operator's ability to control ehicle as well as its center of gravity. Also, riders t obstruct the operator's view resulting in the vehicle operated in an unsafe manner.
- ver allow riders in the cargo box or other areas where seats are not provided.

# **WARNING**





⊳Sharp, high speed turns or abrupt over or go out of control




- > Always use both hands for steering.
- > Drive very slowly when turning.
  - . Slow down before entering the turn
  - Maintain an even speed through the turn

#### Safety Rules



Reduce speed and exercise extreme caution on slopes or on rough ground.

Reduce load when operating over rough or hilly terral



downhill. Be especially cautious when changing direction on slopes.

 Stay alert for holes, rocks, and other hidden hazards in the terrain.

 Keep front wheels straight at crest of hill or going over bumps

When descending a hill, remove foot from accelerator and apply brakes to reduce speed and maintain control.

# CAUTION: PARK VEHICLE SAFELY PARKING

- 1. Stop the vehicle on a level surface, not on a slope
- > 2. Lock park brake.
- 3. STOP engine.
- 4. Remove key.
- > 5. Before you leave the operator's seat, wait for engine




- > Never operate utility vehicle while standing.
- > Never operate utility vehicle with the cargo box raised if equipped.

#### Safety Rules

> To provide adequate braking ability and traction, do not tow any attachment or a loaded trailer unless the utility vehicle cargo box is fully loaded.





#### Safety Rules



- > Never leave vehicle unattended when it is running.
- > Avoid sudden starts, stops, or turns



Always use a level turn-around area.

Be alert at all times, drive forward and in reverse carefully. People can move quickly into an area of operation.

Back carefully, Look behind the vehicle before backing up.

Use available mirrors for safer operations.

### Handling Fuel Safely



- Fuel and fuel vapors are highly flammable:

  DO NOT refuel machine while you smoke, when machine is near an open flame or sparks, or when engine is numing. STOP engine.

  Fill fuel tank outdoors.

  Prevent fress: dean oil, grease and dirt from machine. Clean up spilled fuel limmediately.

  Do NOT store machine with fuel in tank in a building where fumes may reach an open flame or spark.

#### Handling Fuel Safely






Always operate vehicles in a safe and responsible manner.

Each Driver must show proficiency in operation of the cart they will be driving.

Violators of safety rules may be subject to disciplinary action.


# **Dalton State College Utility Vehicle Training Acknowledgement**

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•	eviewed the utility vehicle safety FFT and Funderstand Theed to.
	1. Perform a walk around to identify and problems; tire pressure, damage, loose items, etc.
	2. Operate the vehicle cautiously and only on campus.
	3. Not overload the vehicle.
	4. Not jump curbs, drive too fast for conditions (pedestrian traffic, etc.), or operate in any unsafe manner.
	5. Follow Plant Operation's vehicle fueling procedures.
	6. REPORT ANY DAMAGE OR ACCIDENTS TO PUBLIC SAFETY IMMEDIATELY! 706-272-4461
	7. Ask for help if I do not understand anything about the vehicle operation or other.
	8. I have received in-person training on the proper operation of the vehicle I will be driving. I feel comfortable in operating the vehicle. Training will include an overview of starting the vehicle, stopping the vehicle, shifting the vehicle, using safety equipment such as mirrors, properly backing the vehicle, driving on sidewalks vs campus roadways while keeping safety and speed in mind, proper turning, and general operation. Date training completed//
	Sign Date/