PPD employees driving utility carts is not an unusual sight on campus. Carts are used to efficiently move people, supplies, debris, and equipment. Industry wide, however, carts are involved in a number of accidents each year, resulting in personal injury, death, and property damage. To prevent accidents on campus, all Colby employees who operate electric or gasoline-powered carts must be trained before using the vehicles. This Safety Talk is a refresher training on safe operation of carts.

**Cart Operating Requirements:**

- Golf carts shall be operated with the utmost courtesy, care and consideration for the safety and convenience of pedestrians. Pedestrians shall be afforded the right-of-way at all times.
- Drivers and passengers must remain seated while the vehicle is moving, and should keep all body parts (arms, legs, feet) inside cart, except when signaling a turn.
- Never allow untrained employees to drive the carts.
- Cart operators are responsible for the security of ignition keys. Remove keys if leaving the cart unattended.
- Do not block exit doors or walkways when parking the cart. As a general rule park at least 8 feet from a doorway.
- Do not exceed 15 mph when operating on campus, and reduce speed further when cornering or in parking lots or congested areas.
- Observe all vehicle traffic laws such as lane travel and stop signs.
- Cart operators must maintain a valid driver’s license.
Cart Safety

Things not to do!

- Do not modify the carts in any manner that affects the recommended mode of operation, speed, or safety of the vehicle.
- Do not talk or text on a cell phone when driving the cart.
- Golf carts not equipped with operating headlights may not be operated between dusk and dawn.
- Never drive intoxicated or under the influence of any drug or narcotic.
- Do not overload the cart or exceed the allowable number of passengers. This is the number one cause of rollovers.

Before Use:
Inspect the cart daily before use. If the cart is in need of repairs or maintenance the cart should be taken out of service. Items to check include:

- Tire condition and pressure
- Test the brakes before operation for the day.
- Check to ensure steering is normal with no excessive play or movement.

BY THE NUMBERS:

- 10% of cart crashes involve a rollover
- 35% of cart crashes involve people being thrown from the cart
- 15,000 golf cart accidents a year
**Cart Safety**

**Review / Discussion Questions:**

1. What do you think are the key elements of operating a utility cart safely?
2. Have you ever been involved in an accident while operating a utility cart?
3. If yes, what caused the accident? Could it have been prevented?

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Questions, concerns or comments contact the EHS Director at extension 5504.