

## Regulations for Golf /Utility Cart Operation on Campus

It is the responsibility of operators of golf carts, gators and Kubota to safely operate the utility cart in full compliance with these regulations. It is the responsibility of the department to which the carts(s) is/are assigned, to ensure that operators are familiar with these regulations **prior to the use of any cart.**

1. All cart operators are required to possess a valid state issued driver's license.
2. Prior to the operation of any utility cart, the department responsible for the cart will provide an explanation of how to operate the cart and a copy of the regulations to the new operator. The operator will read and sign. The department responsible for the cart will keep a copy for their records and forward a copy of the signed regulations to Risk Management at [risk.management@azwestern.edu](mailto:risk.management@azwestern.edu).
3. Every person operating a utility cart on campus roadways shall do so in compliance with traffic signs and rules of the road including all applicable Arizona Revised Statutes. **Pedestrians always have the right of way.**
4. Utility carts are to be operated on fire lanes and paved campus walkways with the exception that **no cart be driven or parked under the covered walkways of buildings.** It is prohibited to operate or park a cart on sidewalks six feet wide or less. Parking in the rocks and grass is permissible.
5. Passengers shall be carried only in the passenger seats of the utility cart or may be carried in rear mounted beds provided that rails at least 10 inches high exist, and only in a fully seated position **with the tail gate up.** It is prohibited for any individual on another device to hang onto the cart and be towed.
6. Only faculty, staff, authorized student workers or official AWC, NAU-Yuma, UA or ASU visitors may operate a college owned cart.
7. **Speed:** The utility vehicles shall be operated at a safe and prudent speed, certainly never to exceed the 15mph speed limit for all vehicles on campus. Operators will travel **well below** that speed when pedestrians are present, when carrying passengers and when going around corners. **Cart operators will always yield the right-of-way to pedestrian traffic.**
8. Utility carts will be parked in such a manner as to allow complete access to and egress from building entrances and exits. **Do not park underneath any part of a building or next to building entrances.** Please park carts on the grass, rocks or next to the fire lanes so you are not on the driven pathway. There are many people with visually and mobility challenges on campus, and they are not anticipating bumping into a cart on a designated walkway.
9. Campus Police is responsible for investigating the cause of accidents involving carts. The operator will be held liable for accidents that are deemed avoidable and the result of operator negligence. Report any incidents or damage to Campus Police. The Director of Risk Management and Campus Police will make recommendations to appropriate supervisors to prohibit the use of carts by employees who have continually demonstrated unsafe usage.

**I have read and understand the regulations for utility cart operations.**

Print Name: \_\_\_\_\_

Signature: \_\_\_\_\_ Dept.: \_\_\_\_\_

Email: \_\_\_\_\_ Date: \_\_\_\_\_

*Keep one copy for department records send one copy Risk Management at [risk.management@azwestern.edu](mailto:risk.management@azwestern.edu)*