

Utility Cart Operations



Training



Why All The Fuss?

Your Safety

My Safety

Integrity of UTT Property



Utility Cart Manual

- **First! Familiarize yourself with the Utility Cart Manual**
- **Know what type of cart (gas or electric) you are using?**
- **What is seating availability, 2 or 4?**
- **Before operating utility cart, check:**
 - **Tire Pressure**
 - **Battery Leaks**
 - **Turn Signals**
 - **Fluid Leaks**
 - **Loose Steering**
 - **Audible Alarms**
 - **Brakes**
 - **All cargo must be secured**
 - **PUT ON YOUR SEATBELT!!**



Remember – this is not a toy



Utility Cart Etiquette

- The Pedestrian **ALWAYS** has the Right-Of-Way
- Proceed at the pace at which people are walking
- UTT on campus roadways: 20 mph maximum
- Use Campus Drive whenever possible instead of inner-campus routes, even if it takes longer
- Utility Carts are not registered motor vehicles



Parking

- Never park at front entrances of buildings
- Never park in Handicap access or Handicap spaces without proper permit
- Carts may stop *temporarily* for unloading & loading, but **MUST** move to the side or rear of the building while work is in progress. (*with the exception of the Admissions cart while transporting prospective students and Police Rhino, EH&S, and Physical Plant during emergencies/drills*)
- When parking near another cart, park parallel to each other in a reasonable fashion



Do Not Drive or Park on Walkways

In order to maintain safety for pedestrians who may enter and exit offices and rooms, Utility Carts ARE NOT allowed on walkways next to building entrances.





Approved Campus Routes

driving any vehicle, including utility carts across the area between the two ponds on campus is prohibited. Areas marked with **X** are also off limits to cart access.



Passengers

- **Must be seated and use seatbelt**
- **Not allowed in rear cargo area**
- **Not allowed to be standing in rear area**
- **Must keep hands, feet, and objects in vehicle AND remain seated while in motion**
- **Utility carts must NEVER be used to transport unauthorized persons.**



Loading

- **Secure all cargo to prevent falling**
- **Maximum load not to exceed manufacturer's recommendation**
- **Center load, watch for top heavy equipment**



Maneuvering

- **Top heavy loads are subject to falling**
- **Carts are unstable in tight turns**
- **Carts are subject to tipping on any surface**
- **Beware of areas of the campus under construction**
- **No cart should be operated at night without working headlights and taillights**
- **When approaching a hill, cautiously drive straight up the hill. Never approach hill at an angle.**
- **Always sound horn when approaching a blind turn**
- **NEVER leave keys in unattended utility cart**



Don't Forget!!!!

Failure to follow these guidelines may result revocation of your ability to operate Utility Carts on UT Tyler property.

Act
Safely
and
Responsibly
when driving a Utility Cart

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