

UC Irvine Golf Cart Type and Low Speed Vehicles

Summary: This program applies to all UC Irvine employees who use the specified vehicles for official business and/or for disability-related need.

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1. Program Description

This program provides guidance regarding the acquisition and approved business use of golf cart type vehicles, also known as motorized carts, on the UC Irvine campus. Methods have been established for the University to monitor the use, registration and maintenance of golf carts and other low speed 3 or 4 wheeled vehicles (LSV) that are powered by electric or internal combustion motors. Examples of manufacturers of golf cart type vehicles include: Cushman, Club Car, Daihatsu, Ford Think, and Gem Car.

This program does not apply to tractors, other machinery or the operation of rented or owned golf cart type vehicles used by authorized visitors or contractors.

2. Scope

This program applies to all UC Irvine employees who use the specified vehicles for official business and/or for disability-related need.

3. Definitions

Approved business:

- Transporting personnel, equipment or supplies for University purposes.
- Transporting employees or students with temporary disability-related needs.

Non-Approved business:

- Student (non-employee) use of golf cart type vehicles for personal transportation, other than disability-related need, is prohibited.

Golf Cart/ Motorized Cart: An electric or gasoline powered vehicle that is primarily manufactured for off road use. These vehicles are generally distributed for use on golf courses and other turf, off road purposes. The top speed of these vehicles is typically 15-18 MPH.

Low Speed Vehicle (LSV's): Global Electric Motorcars (GEM) Neighborhood Electric Vehicle and Ford Think. Auto/passenger vehicle manufacturers primarily manufacture these types of electric vehicles that are designed and distributed for both street and turf uses. The top speed of these vehicles is between 20-25 MPH.

4. Responsibilities

Departments:

- Purchase vehicles by following "Acquisition Guidelines", Appendix A.
- Refer all eligible employees to EH&S Motorized Cart Safety Training Program.
- Ensure that operators have a valid California driver's license and sign the "Departmental Golf Cart-Type Vehicle Operator's Agreement" Appendix B.
- Maintain written documentation of approvals for operator use as described above.
- Work with EH&S to take appropriate disciplinary action against operators who fail to comply with this program.

Operators:

- Operate LSV/Motorized Carts in a responsible and safe manner.
- Review the Low Speed Vehicle/Motorized Cart owner's manual.
- Have a valid driver's license on their person when driving a Low Speed Vehicle/Motorized Cart
- Sign the "Departmental Golf Cart-Type Vehicle Operator's Agreement" Appendix B.
- Report any safety concerns to the Department supervisor.

Environmental Health & Safety:

- Inventory and identify motorized carts within the campus community.
- Provide training on the acquisition, use, maintenance and inventory of the vehicles.
- Provide program oversight through periodic records review and observation.
- Coordinate Motorized Cart Use Review Council as needed to include key campus stakeholders.
- Conduct an annual review.

5. Program Components

5.1 Approved and Prohibited Areas:

Approved Areas on Campus for Motorized Carts:

Roads: Carts are restricted to designated streets (Posted 35 MPH or less) and paths on the UC Irvine campus.

Outer ring mall: Carts are allowed for use with approved and properly marked carts.

Inner ring: Carts are allowed for use with approved and properly marked carts.

Pedestrian bridges: Cart use on bridges should be limited to occasions where use on other roadways is not feasible. Pedestrian right-of-way should be observed at all times.

Prohibited Areas on Campus:

- Pedestrian paths in Aldrich Park
- Covered arcades or other enclosed areas (e.g., Cornerstone Café).
- **Exceptions:**

Motorized Carts may be used in prohibited areas:

- In cases of medical need
- Groundskeepers
- Refuse pick-up
- Special Events i.e.; Commencement activities

Prohibited Areas off Campus:

If there is a need to operate the vehicle off campus (not including Research Park), contact EH&S for advisement.

Operation of UC Irvine owned golf cart type vehicles is prohibited on municipal streets unless the provisions outlined in the following California vehicle code sections are met: [345](#) , [4019](#) , [21716](#) , [21115](#) .

Parking: Parking is only allowed on hard, covered surfaces (such as concrete or asphalt), or other defined areas, such as the SET athletic fields. The following are areas where parking is prohibited:

- Soft surfaces, landscaping, unpaved or bark covered areas
- Blocking entrances to buildings, stairways, disability ramps or main pedestrian routes or roads
- Chaining vehicles to trees

5.2 Safety of Vehicles

General:

- All vehicle occupants at all times must wear seatbelts if provided. The maximum number of passengers is equal to the number of seatbelts provided in the vehicle. All passengers must be in a seat while the cart is moving. Drivers in violation of this safety rule will have their driving privileges suspended or revoked.
- Low Speed Vehicles/Motorized Carts shall be driven on campus streets whenever possible. If a sidewalk or pathway must be used, the vehicle speed should not exceed that of the flow of pedestrian traffic.
- Low Speed Vehicles/Motorized Carts shall not be operated at night without properly working headlights and taillights.

Speed Limits:

Operators will not exceed speed limits for motorized vehicles, as defined by the manufacturer guidelines. Operators must reduce speed on walkways and in pedestrian areas. In very crowded pedestrian areas, operators must park or proceed slowly, observing the pedestrian right of way.

Passenger Limit and Load Capacity:

Operators should not exceed the passenger or load limits as designated by the vehicle's manufacturer.

Materials and equipment shall be properly secured so that items will not shift or fall off of moving Low Speed Vehicles/Motorized Carts.

Passenger Safety:

Operators and passengers shall keep their arms and legs inside the cart at all times and shall not jump on or off of a moving vehicle. Passengers shall wear seatbelts, if available, while vehicle is in motion.

Enforcement:

Operators shall be familiar with, and observe all established traffic laws. UCIPD will issue citations for violations of traffic laws and use violations, to the driver of the Low Speed Vehicle/Motorized Cart.

5.3 Vehicle Maintenance

Supervisors of departments owning or using motorized carts are responsible for ensuring that the vehicles are routinely inspected and maintained as recommended by the vehicle's manufacturer.

5.4 Identification of Vehicles

All UC Irvine owned golf cart type vehicles must have an official University of California, Irvine logo that is clearly visible, bearing the Department's name. The Facilities Management Sign Shop makes the logos for the vehicles. They may be reached by email at signshop@uci.edu.

5.5 Electric Vehicle Charging

- Facilities Management, in coordination with campus EH&S, is responsible for identifying appropriate locations for charging stations and their installation. If possible, the location of charging stations may be addressed during the planning process for new facilities.
- Electric vehicles will be recharged at locations designated for such use.
- Use of extension cords from inside buildings to vehicles is prohibited.

5.6 Enforcement of Program

Departments are responsible for the general oversight of the program, in consultation with EH&S. UC Irvine Police may issue tickets for improper operation or parking of vehicles.

6. Reporting Requirements

- Report any safety concerns to your supervisor. If any motorized cart is not operating properly, the cart should be:
- Taken out of service
- Tagged or labeled as "Do Not Use"
- Reported to the appropriate department or individual for repair.

Accident/Injury Reporting: Immediately report all vehicle accidents, damage or theft to UCIPD at 949- 824-5223 and your supervisor.

7. Training Requirements and Competency Assessment

- Completion of the Environmental Health & Safety's Motorized Cart Safety Training Course
- Periodic audits/inspections of Motorized Carts and actual driving practices.
- Initial training must be completed before operating a motorized cart and refresher training must be completed every three years. Refresher training will be scheduled if an operator is involved in an accident or if there is a substantial change in equipment or operation.

8. Information and External References

- California Vehicle Code
- National Highway Traffic Safety Administration (NHTSA), DOT
Federal Motor Vehicle Safety Standard No. 500 (49CFR 571.500)

9. Appendices

- Acquisition Guidelines for Golf Cart Type Vehicles
- Departmental Golf Cart Type Vehicle Operator's Agreement

ACQUISITION GUIDELINES FOR GOLF CART TYPE VEHICLES

University of California, Irvine

Procurement:

Purchase of any golf cart type vehicle, including low speed vehicles, will be in accordance with purchasing guidelines for campus, administered by campus Materiel and Risk Management.

Specifications:

Whenever appropriate, UC Irvine recommends the purchase of electric powered vehicles instead of internal combustion engines.

New vehicles **must** include the following safety features:

1. Seat belts
 - Type I (2 point) or Type II (3 point). EHS recommends **3 point** seat belts
2. Rear view mirrors
3. Turn indicator signals
4. Back up audible signal
5. Headlights
6. Brake lights
7. Horn
8. Manufacturer installed governor to control maximum speed (20 mph)

Registration:

New golf cart type vehicles must be delivered to UC Irvine Fleet Services for proper inventory, registration (if required) and labeling. The inventory will include the following information:

- Name of school/department/operating unit
- Make and type of vehicle
- Serial number of vehicle
- Business purpose