



JAMES MADISON
UNIVERSITY

OFFICE OF RISK MANAGEMENT

Utility Vehicles/Golf Carts

- Carts must have safety features including but not limited to, headlights, turn signals, slow moving placard, windshield, roll over protection, windshield wipers and a strobe light to be driven on a road.
- Any accident involving a Utility Vehicle must be reported to campus police immediately. Operators are subject to the same civil and criminal penalties as they would be driving a car, truck or van.
- You must have a driver's license to operate a cart.
- Inspect the vehicle daily for low tires, fluid leaks or other issues that may compromise the safety of the vehicle.
- Headlights, four way flashers and the strobe lights should always be on when the vehicle is in operation. A slow moving vehicle placard needs to be on every cart.
- Make sure that you use the correct type of fuel and allow the engine to cool for 15 minutes before refueling.
- Carts are light weight vehicles that perform different if they are empty versus being fully loaded. It will take longer to stop and accelerate with a fully loaded cart.
- Drive on and off curbs at an angle, one tire at a time.
- Most carts do not allow you to switch gears while you are moving.
- The parking break needs to be set every time you leave the vehicle.
- Park away from doors or gates where a parked vehicle may interfere with an emergency exit path.
- Pedestrians always have the right of way.
- Only trained employees are allowed to drive the carts. Contractors/Guests can ride in one, but cannot drive. Trained student employees may drive the carts.
- No riding in the bed or putting 3 people in the cab of the cart.
- Secure loose objects in the cab to keep them from becoming a hazard should you have to stop quickly.
- Remove and secure keys of unattended carts.
- Carts can only be operated within the confines of the University where we have property on both sides of the road and the posted speed limit is 35mph or less.
- Carts are ok on Main, Bluestone, Driver, Duke, Carrier, Warsaw, Grace, Harrison and University Blvd where JMU owns property on both sides of the road.
- Carts are forbidden on Port, Reservoir, Cantrell, Neff, Virginia Ave. (Cross VA Ave at Grace Street when necessary).