

Rollins College
LOW SPEED VEHICLE POLICY
2018

Low Speed Vehicles (LSV's)

Definition: Vehicles that are developed specifically to drive at speeds between 20 to 25 mph, but cannot top 25 mph.

LSV Acquisition

Departments interested in purchasing a LSV for their use must contact the Purchasing Department.

LSV Requirements

Low Speed Vehicles (LSV) driven on highways must comply with the National Highway Safety and Traffic Administration Standard 500 (Title 49 of the U.S. Code of Federal Regulations, section 571.500) and safety standards spelled out in Florida Statutes 316.2122 listed below:

- LSV's must have four wheels. No three wheeled vehicles are allowed.
- All original equipment safety features must be in good working order.
- All LSV's must have clearly displayed on the exterior of the cart the slow-moving vehicles reflective triangle.

LSV's also must have:

- Working head lights, tail lights, and stop lights.
- Front and rear turn signals and lights.
- Driver side exterior mirrors.
- Either passenger side exterior mirror or a review mirror.
- Parking brakes.
- Windshield that meets federal standards.
- Vehicle identification number (VINs).
- Seatbelts

All carts must be electric, except for Campus Safety LSV's, due to emergency response needs.

LSV Operators

All LSV Operators must comply with the following directives:

- LSV may only be operated on or cross a secondary highway with a posted speed limit below 35 mph.
- LSV must have title and registration on board at all times.
- LSV operators must be at least 18 years old.

- Operators must have a current, state issued, driver's license in their possession while using a LSV.
- All safety related equipment must be verified to be operational, before the LSV may be used.
- Operators must not wear headsets or use cell phones while operating a LSV.
- LSV's will not be operated in a manner that could endanger fellow passengers, members of the Rollins community, the general public, or private/ public property.
- LSV's will only be used on sidewalks when no other means of access is available, when providing service to mobility challenged community members, or when responding to an emergency situation.
- LSV's shall not be used to transport hazardous materials – gasoline will be limited to a full gas tank plus 2.5 gallons.
- LSV's may not block access to driveways, streets, sidewalks, or other thoroughfares.
- LSV's should always yield the right of way to pedestrians.

LSV Operation - Training

Prior to operating an LSV, personnel shall review and sign the "**Low Speed Vehicle Instructions/Training**" document.

Low Speed Vehicle Instructions/Training

Operators of Low Speed Vehicles (LSV's) must possess a valid driver's license and must sign for receipt of a copy of this document prior to operating a LSV. Only personnel with specific permission may operate LSV's. Rollins College LSV's are not to be operated, for any reason, by minors (under 18), dependents of authorized operators, persons not affiliated with the College, or persons not possessing a valid driver's license.

General:

- LSV's usually operate near pedestrians.
- Other motor vehicles have the right-of-way.
- Center of gravity is lower than most vehicles.
- "Joy riding" is never permitted.

LSV Operation:

- LSV's should be driven on paved surfaces only (unless specifically authorized for such use)
- Do not operate in pedestrian zones unless authorized for such use
- Maintain a safe speed at all times and avoid making any sharp turns
- Operate the LSV no faster than 25 mph, where speedometers are present to indicate speed
 - Maximum speed is subject to:
 - The terrain over which it is being driven
 - The weather conditions
 - The total weight of the utility vehicle, passengers and any other equipment being carried

LSV's shall be operated from the driver's side only.

Conduct a visual check of the cart before driving – note all issues and report them to your supervisor.

Always check behind the vehicle before backing up. When in doubt, ask for assistance.

No more occupants than the number of seats. Cargo areas shall not be used for passengers. When your cart is occupied with passengers or materials the weight distribution increases and stopping distance is increased – adjust your speed.

Headsets/headphones shall not be used when operating a LSV.

Cell phone use, including texting, is prohibited while operating any Rollins College LSV.

Off road: Be aware of sprinkler heads and other hazards.

ACKNOWLEDGEMENT OF TRAINING:

Name: _____ Date: _____

Signed: _____