

# SAFETY SPOTLIGHT

## UTILITY CART SAFETY

To help reduce or prevent injuries and property damage when operating this type of vehicle, follow the tips below:

### Pre-operation:

- ❖ Complete annual utility cart safety training (available in-person or online through ASCIP E-Learning)
- ❖ Use a safety checklist and inspect vehicle prior to use
- ❖ Report any mechanical or equipment defects
- ❖ Read and observe all warning labels on the cart

### Operation:

- ❖ Utility carts should only be operated by authorized staff who have completed training
- ❖ Check the area behind the cart before reversing and be attentive while driving
- ❖ Operate the vehicle at an appropriate speed for the terrain and observe all traffic laws
- ❖ Use curb cuts for navigating from roadways to sidewalks or from sidewalks to sidewalks
- ❖ Yield to all pedestrians. If the vehicle is being operated on a sidewalk, pull off the sidewalk or stop until approaching pedestrian passes
- ❖ Brake to control speed when traveling down an incline

### Turning:

- ❖ Due to the small size and limited visibility of the turn signals on a cart, use hand signals
- ❖ Check blind spots before turning
- ❖ Avoid sharp turns at maximum speed, and drive straight up and down slopes to reduce the risk of passenger ejections and/or rollover
- ❖ Avoid excessive speed, sudden starts, stops and fast turns

### Passengers:

- ❖ Do not exceed maximum occupancy limits
- ❖ Overloading a cart with passengers or cargo can cause an unsafe load on the cart
- ❖ Do not allow anyone to ride standing in the vehicle or on the back platform of the vehicle
- ❖ Do not put vehicle in motion until all passengers are safely seated inside vehicle



### Parking:

- ❖ When parking, place gear lever in “neutral” position and firmly press the brake to engage the parking brake
- ❖ When leaving a utility vehicle or cart unattended, the vehicle should be taken out of gear and ignition should be turned off
- ❖ Never leave keys in a cart while unattended
- ❖ Always park on pavement unless the cart is specifically designed and used for ground maintenance
- ❖ Park in designated “Service Utility Vehicle” or other designated parking when available
- ❖ Sidewalks or pedestrian pathways should not be blocked when parking or stopping

Review your District’s policy and procedures regarding these vehicles to stay informed and in compliance.

Helping to keep our member’s employees safe! This Safety Spotlight brought to you by: