

Texas A&M University Environmental Health & Safety

Slow Moving Vehicle (SMV) Training



Introduction

This training supplements the University SAP (Standard Administrative Procedures) on SMVs which establishes proper safety procedures, identification, registration, parking, routes, and access for SMVs on or off university property.



Intent

The intent is to provide a safe environment for students, faculty, staff, and visitors.



SMVs are Identified by:

- Having no less than four wheels
- Obtaining a maximum speed of 25 mph
- Used by departments, contractors, and private partners to move people and/or materials around campus

This applies to either electric or gas-powered SMVs



SMVs include the following



Golf Cart



Kawasaki Mule



John Deere Gator



Polaris Ranger



Zero-turn Mower



Utility Tractor



Four-Wheeler



No Three-Wheelers

- Three-wheelers are not to be used on campus due to safety hazards associated with this type of vehicle.



Topics

- Requirements before operating SMV
- Vehicle identification & Registration
- Restrictions
- Required equipment found on SMVs
- Recommended equipment for SMVs
- Safety Procedures
- Maintenance
- Parking on campus
- Routes on campus
- Access for SMVs

Requirements

Before operating a SMV on Texas A&M University property, operators must:

- Possess a valid US driver's license
- Know and adhere to the State of Texas motor vehicle laws
- Complete this training regarding the safe operation of SMVs
- Training is required every two years and documentation will be captured through TrainTraq



Vehicle Identification and Registration

SMVs used on TAMU property and university/public roadways must have the following university-required markings obtained from Transportation Services (TS)

- Vehicle number
- Department name
- Optional department logo

An approved temporary-use permit SMV marking can be acquired from TS.



Vehicle Identification and Registration

SMVs must be equipped with certain features (SMV acquired before the effective date of the SMV SAP must comply by December 31, 2014), including but not limited to:



Restrictions

- SMVs not licensed via Texas traffic code must be fitted by the manufacturer with a governor to not exceed 25 mph
- Personally owned SMVs are prohibited from operating on University property
- University owned SMVs are for University business only
- Personal mobility devices are not classified as a SMV



Restrictions

- Modification or tampering with a SMV governor is prohibited and is a violation of Federal Law.



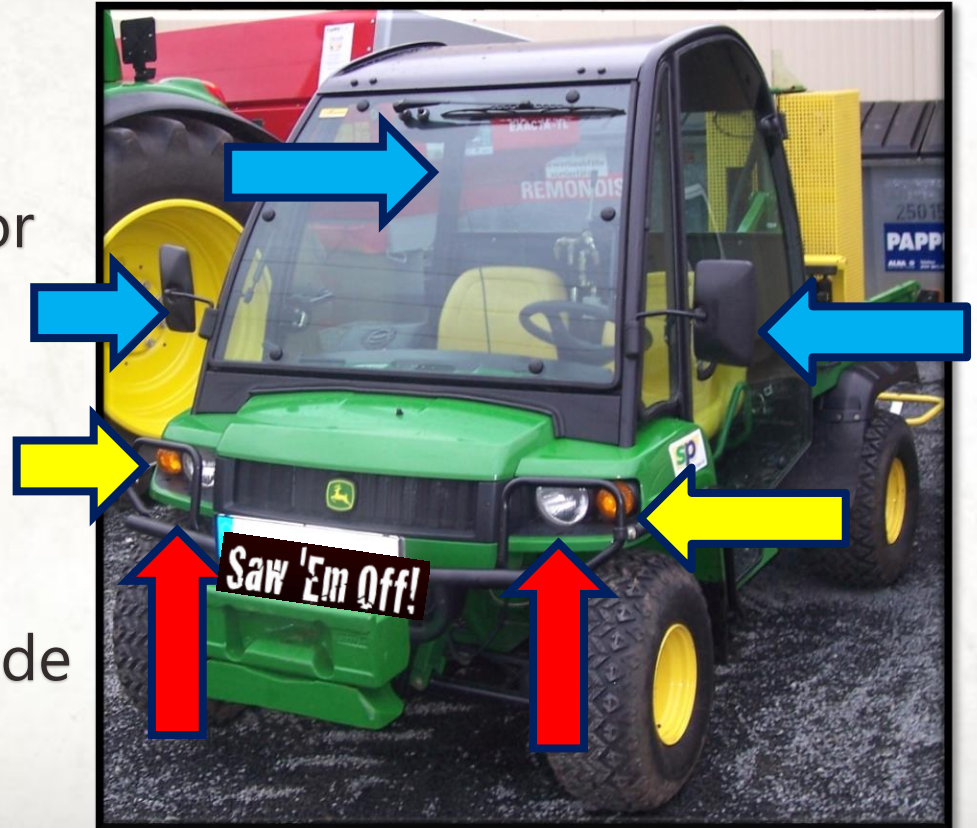
Required

→ Front turn signals

→ Headlights (2), if operated after dusk or before dawn

→ Mirrors: must have one of the following

- Rear view drivers side
- Interior rear view



The Zero-turn mower is excluded from these three requirements.

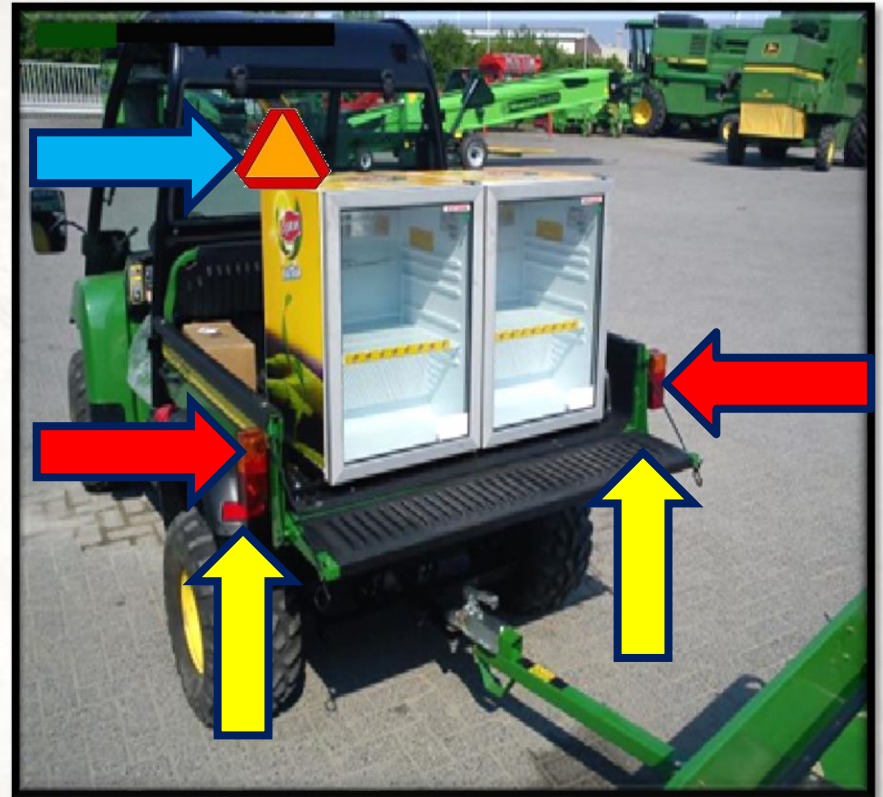


Required

→ Rear turn signals

→ Rear
stoplights/tail
lamps

→ Slow moving
triangle

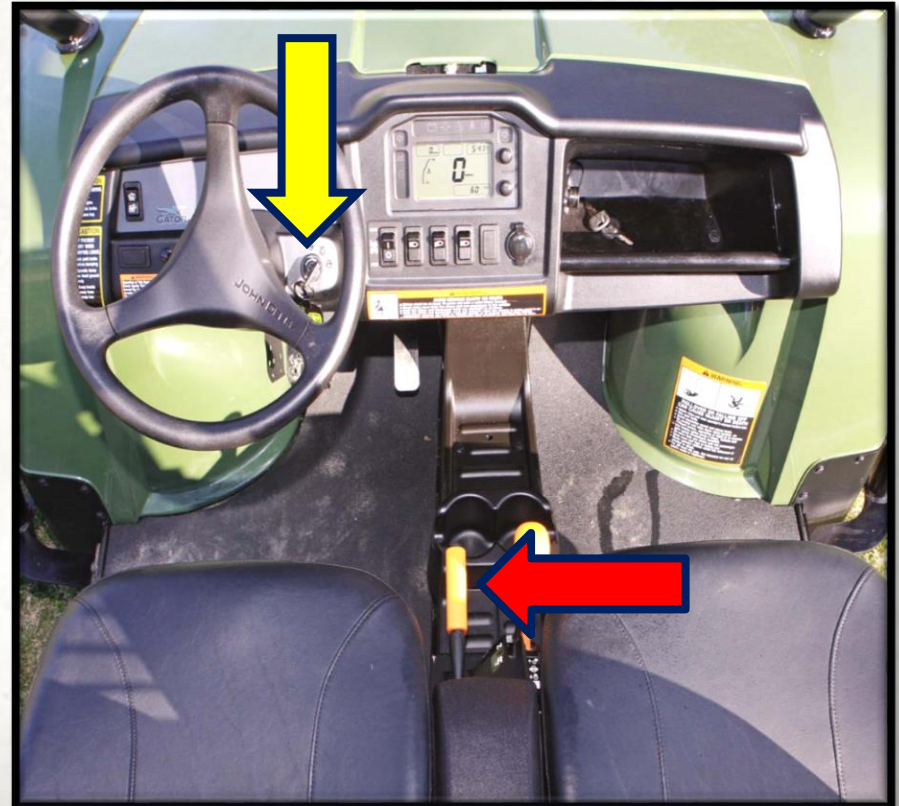


The Zero-turn mower is excluded from these requirements but must have a slow-moving triangle.

Required

→ Ignition/on-off key to prevent unauthorized use

→ Parking brake



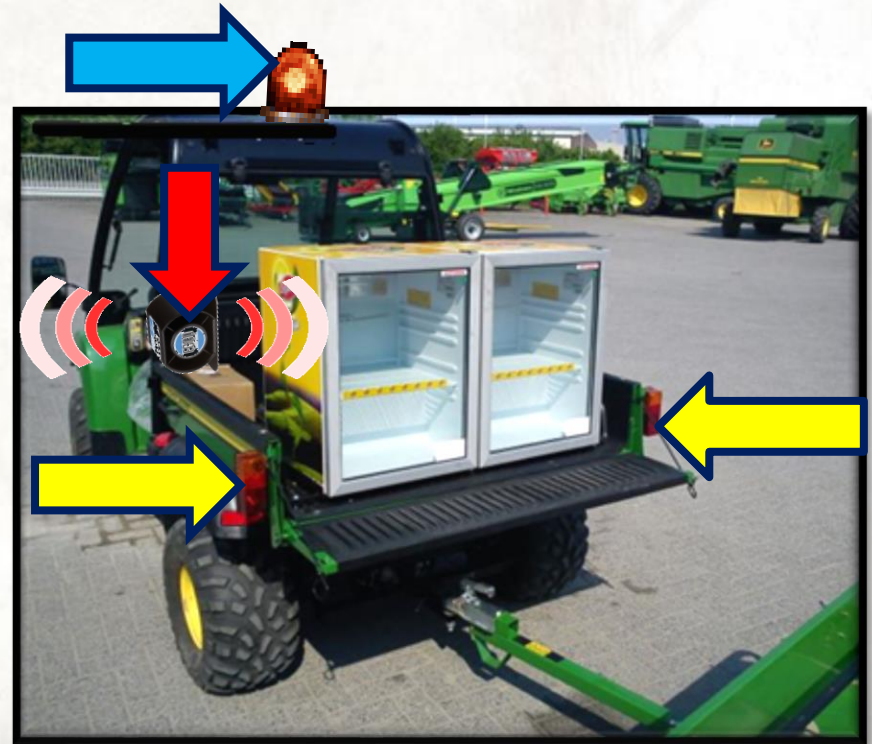
Recommended

- Front flashing hazard lights
- Windshield
- Strobe/beacon light
- Seatbelts (may not be optional on some SMV's)



Recommended

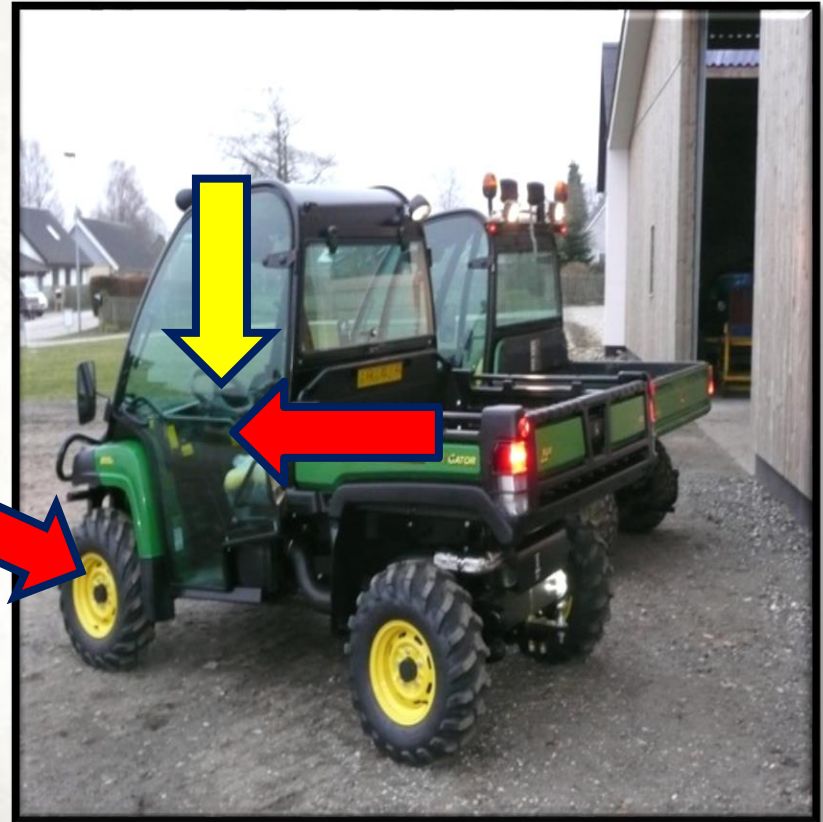
- Rear flashing hazard lights
- Audible back-up alarm
- Strobe/beacon light



Recommended

→ Horn

→ Doors/steering
wheel locks



Safety

The following outlines procedures for the safe operation of SMVs.



Safety

- Familiarize yourself with the controls used to start, brake, accelerate, and backup the SMV. These functions will differ from one SMV to another.



Safety

- Never operate the SMV under the influence of drugs or alcohol
- Do not operate If taking prescribed medication that causes drowsiness or other impairment
- Communicate with your supervisor if unable to drive the SMV

Safety

- Secure and properly store all equipment and supplies to prevent objects from falling out or striking people.



Safety

- Never smoke, use cell phones, headphones, or other devices that could limit hearing or cause a distraction while operating the SMV.



Safety

- SMVs must not be overloaded (e.g., carrying more passengers than seating provided or overloading the SMV's recommended carrying or load capacity).



Seat belts must be used when provided.

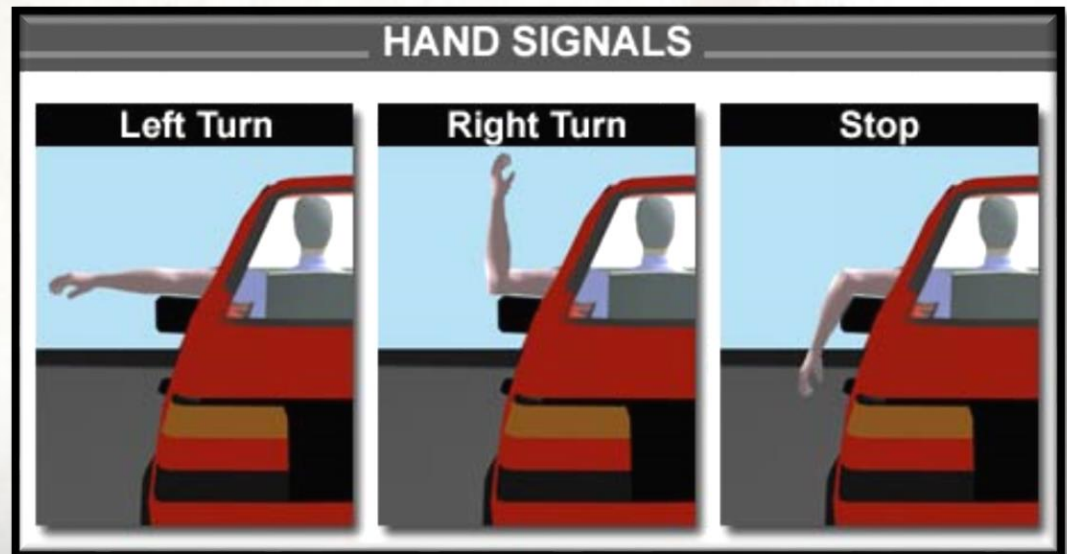
Safety

- No one is permitted to ride on the running boards, fenders, or any part of the SMV except the seats in a sitting position.



Safety

- All body parts – feet, legs, and arms shall be kept inside the SMV while it is in motion, unless the operator is signaling for a turn.



Safety

- Operator must adhere to all traffic laws and signs, including posted speed limits
- The max speed limit on Texas A&M University Campus is 30 MPH



Safety

- All SMVs should travel in the right hand lane, unless turning left.
- SMVs should not operate in the bike lanes.



Safety

- When moving through congested areas, especially at class change, speed should be no faster than pedestrians walking in the same area or maximum 5mph.



Safety

- Exercise extra caution at blind corners and areas with heavy pedestrian and bicycle traffic.



Safety

- SMV operators must not block paths or limit pedestrian access on walkways.
- Pedestrians have the right of way when on sidewalks and operators must yield to pedestrians and follow no closer than 10'.



Safety

- When operating on sidewalks and grass areas the maximum speed limit for a SMV is 10 mph (5 mph when pedestrians are present).



Safety

- Reduce speed to compensate for inclines, corners, bumps/rough terrain, pedestrians, and especially on wet/icy conditions.



Safety

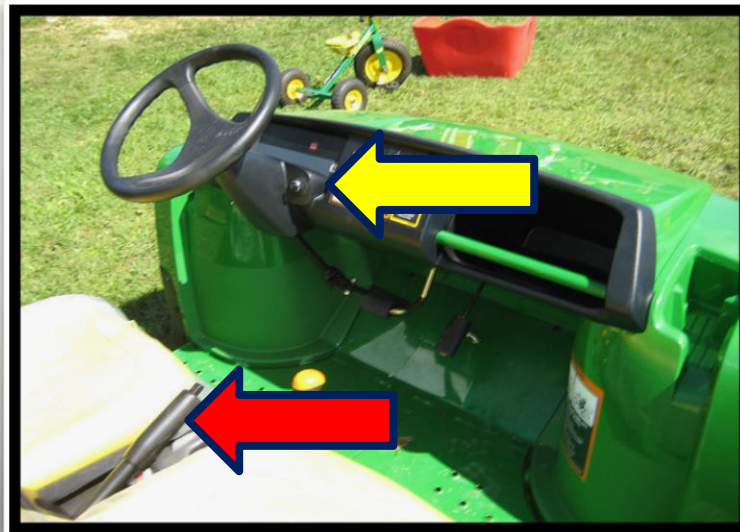
- SMV operators are to be diligent and pay particular attention to the needs of disabled persons, as limitations in vision, hearing or mobility may impair their ability to see, hear, or move out of the way of a SMV.



Safety

When Exiting the SMV the operator MUST:

- ➡ Turn the key to "off" position and remove the key from ignition when unattended
- ➡ Engage the parking brake



Safety

- No SMV shall be operated between dusk and dawn without properly working headlights and taillights.



Safety

- SMV operators are required to abide by orders/directions from UPD, EHS, Parking/Transportation Services, and building proctors/facility coordinators.
- The operator must report an accident to the University Police Department and to the operator's supervisor.



Safety

- All SMVs and trailers pulled by a SMV must have clearly displayed the slow moving vehicle reflective triangle on the rear of the SMV and trailer.



SMV Safety Checklist



TEXAS A&M
UNIVERSITY

SLOW MOVING VEHICLE SAFETY CHECKLIST

- Repairs needed
- Adjustment made
- OK

REQUIRED EQUIPMENT

Rectangular Snip

- | | |
|--------------------------|---|
| <input type="checkbox"/> | Front/rear turn signals |
| <input type="checkbox"/> | Rear stoplights/ tail lamps |
| <input type="checkbox"/> | Headlights (2), if operated after dusk and before dawn |
| <input type="checkbox"/> | Mirrors – must have one of the following: rear view driver side or interior rear view |
| <input type="checkbox"/> | Parking brake |
| <input type="checkbox"/> | Slow moving vehicle triangle |
| <input type="checkbox"/> | Ignition/on-off key to prevent unauthorized use |

RECOMMENDED EQUIPMENT

- | | |
|--------------------------|---|
| <input type="checkbox"/> | Flashing hazard lights |
| <input type="checkbox"/> | Strobe/beacon light |
| <input type="checkbox"/> | Doors/steering wheel locks |
| <input type="checkbox"/> | Audible back-up alarm |
| <input type="checkbox"/> | Windshield |
| <input type="checkbox"/> | Seatbelts (may not be optional on some SMV) |
| <input type="checkbox"/> | Horn |

Other: _____

Safety Inspector: _____

Vehicle Number: _____

Vehicle Service Hours Reading: _____

Date Inspected: _____

<https://transport.tamu.edu/alternative/files/SMVSafetyChecklist.pdf>

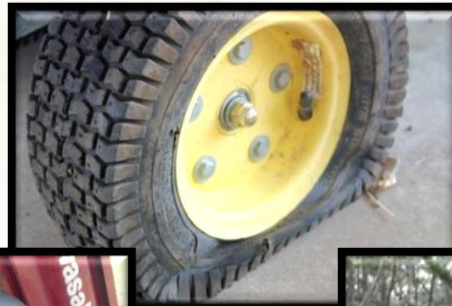


Maintenance

- University-owned SMVs are to be maintained in accordance with manufacturer's specifications.
- Departments are responsible for keeping all original equipment and safety features in good working order.

Maintenance

- If the SMV is not operating properly, park in a safe location if possible, remove the key and any valuables, and notify your supervisor and Transportation Services for additional assistance with a non-working SMV at (979-845-0057).



Gas SMV

- Follow appropriate requirements for gas-powered SMV storage.
- Should be parked outside of buildings unless the building is designated for vehicle storage or repair.

Electric SMV

- Provide flushing and neutralizing capabilities for spilled electrolyte
- Verify that a fire extinguisher is nearby
- Proper PPE (personal protective equipment) must be worn when you are exposed to an open battery compartment

<https://ehsd.tamu.edu/OccSafety%20Documnets/SMV%20gas-battery.pdf>



Electric SMV

- PPE to be used for protection from exposure to battery: Apron, long nitrile gloves, goggles, and face shield.



Electric SMV

- When charging batteries, the vent caps should be kept in place to avoid electrolytic spray. Ensure the vent caps are functioning as designed. Keep in well ventilated area. The battery cover(s) shall be open to dissipate heat.



Electric SMV

- Ensure there is no smoking, flames, sparks, or electric arcs in the area. Ensure lighting is adequate to perform the task assigned.



Electric SMV

- Electric vehicles must be recharged at locations designated for such use.
- Power for the charging station must be hardwired (no extension cords).



Parking, Routes, and Access for SMVs

The following outlines procedures for campus parking, travel routes and areas that may or may not be accessed with a SMV.



Parking

- SMV's must not be parked where they block vehicular, pedestrian/bicycle traffic, building entrances/exits, fire department connections, ADA ramps, curb cuts, flower beds or any other location that may present a hazard.

Improper Parking Areas



Improper Parking Areas



Parking

- SMV's must have a location where they can be safely stored when not in use, a designated parking space or other location approved by Transportation Services with the input from appropriate building proctor(s). Improperly parked SMV may be ticketed, towed, or otherwise disabled by Transportation Services.

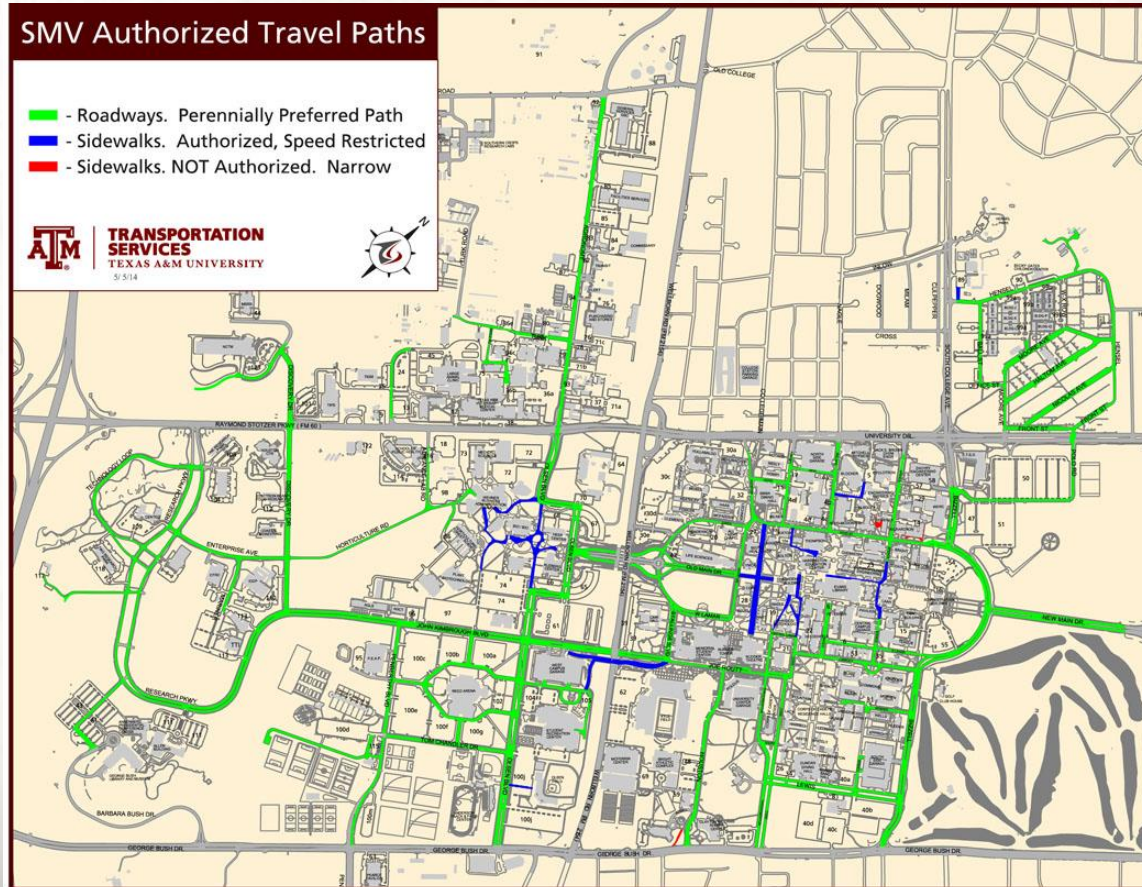


Designated Parking



Routes

➤ Routes on campus

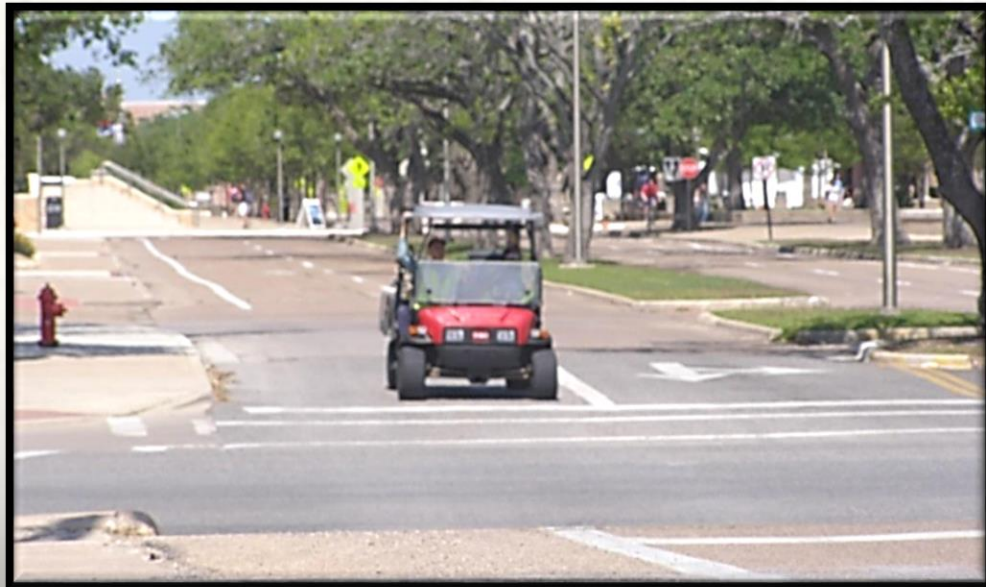


<http://transport.tamu.edu/Alternative/maps/SMVpaths.pdf>



Routes

- When approaching a crosswalk, pedestrians have the right of way and SMV operators need to take extra care to ensure they are seen by others before proceeding.



Routes

- When on campus use university roadways as the primary route and follow the direction of travel.



Access

SMVs **may not** be driven on

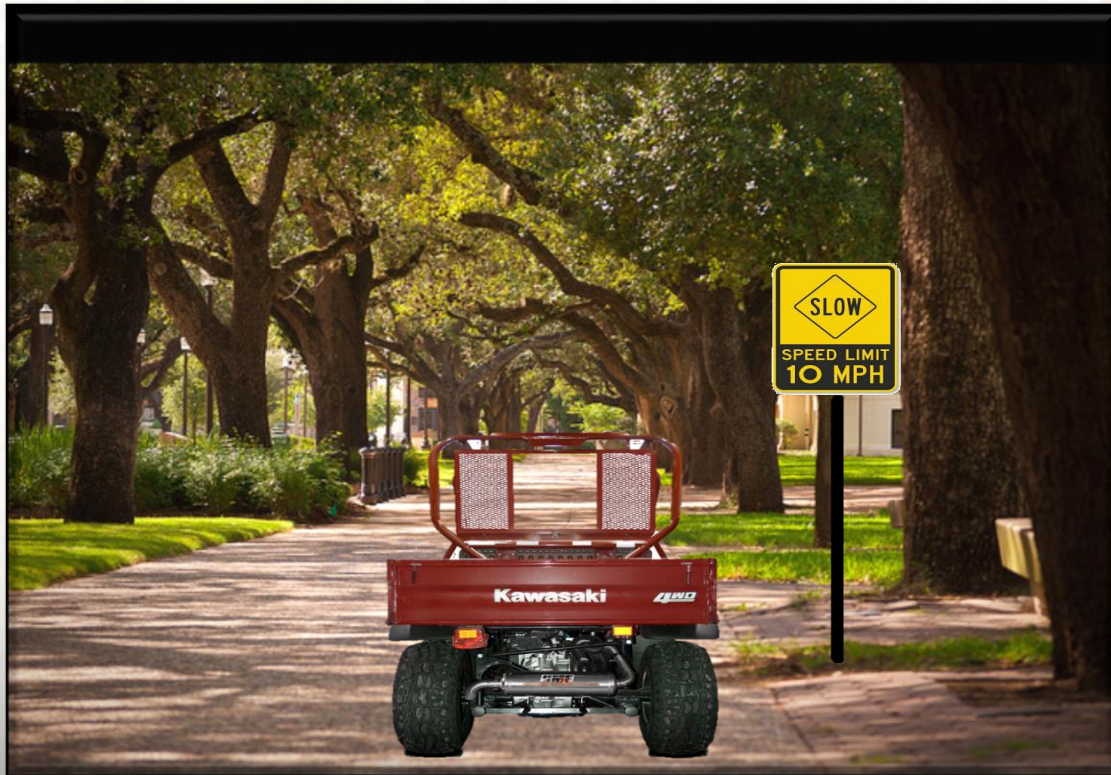
- Wellborn Rd./FM2154
- University Dr./Raymond Stotzer Pkwy.
- Harvey Mitchel Pkwy./FM2818
- George Bush Dr.
- Texas Ave./HWY 6 Business

Except while crossing at signalized intersections to contiguous university property.



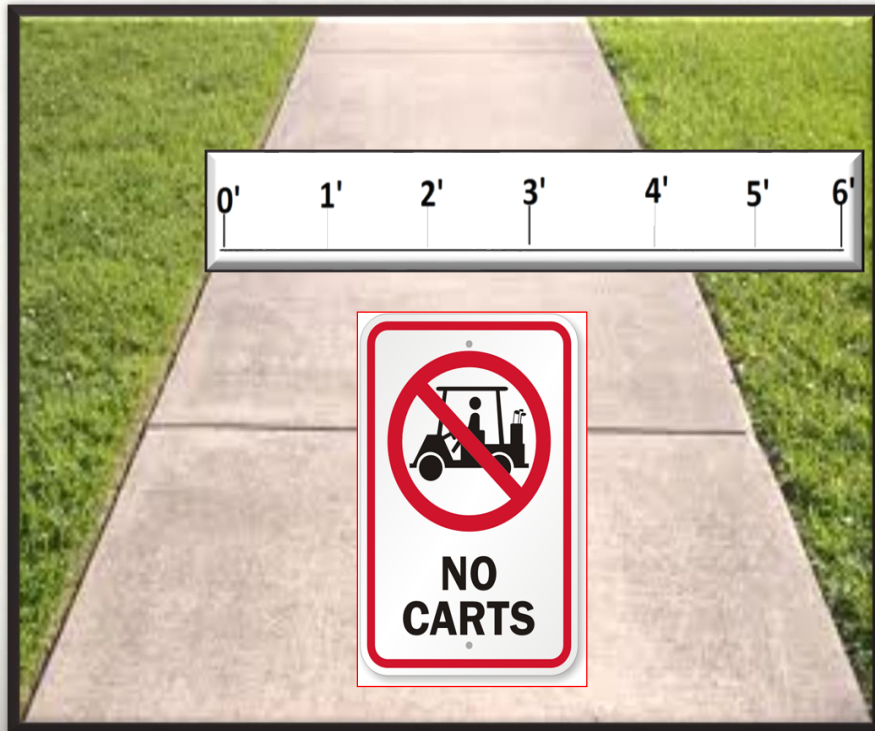
Access

- SMV may be operated on sidewalks and plazas, but the operator must use extreme caution and the speed limit off standard roadways is 10 mph.



Access

- Slow Moving Vehicle may not operate on sidewalks less than 6' wide.



Access

- Slow Moving Vehicle use in the Wellborn Rd. passageways is authorized with extra caution.



Access

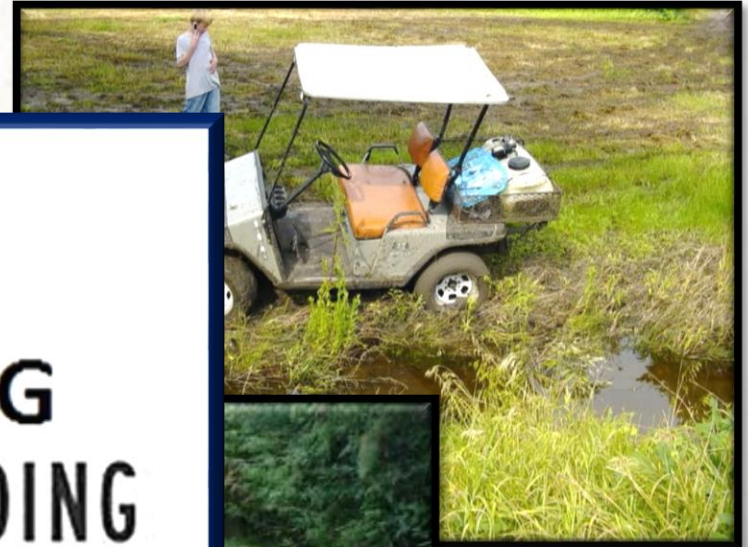
SMVs are prohibited in:

- No Wheel Zones
- The university may prohibit or further restrict use of SMVs in designated areas and/or times.



Access

- Avoid driving on lawns unless performing landscape or other maintenance in that area. Landscape should not be used for “shortcuts”. If wet, do not drive on lawn.



**NO
MUDDING
OR OFF-ROADING**



Conclusion

The safe operation of the SMV is paramount. Failure to follow these procedures, render common practices or courtesies, or follow rules of the road for the State of Texas, could result in citation, appropriate disciplinary action, and/or suspension of operator's SMV driving privileges.

