

APPENDIX B DEPARTMENTAL GOLF CART TYPE VEHICLE OPERATOR'S AGREEMENT

University of California, Irvine

Prior to operating any golf cart-type vehicle on campus, the employee and their department are responsible for completing the Appendix B Form. This form should be kept in departmental files and be made available for review by EH&S if requested.

FOR EMPLOYEE TO COMPLETE:			
Employee Name:		UCINet ID: (if applicable)	
Department:		Supervisor's Name:	
OPERATOR'S AGREEMENT			
I, _____, have read and understand the Motorized Cart Program for golf cart type and low speed vehicle operation and will adhere to all the requirements of this program. I have had an opportunity to ask questions regarding this program to EH&S and/or my department supervisor.			
Employee Signature: _____		Date: ____ / ____ / ____	

FOR SUPERVISOR TO COMPLETE			
Supervisor Name:		Supervisor Email:	
Vehicle Authorized for Use:	Please circle one or more of the following: Type: Motorized Cart (Golf Cart) / Low Speed Vehicle Make: Cushman / GEM / Club Car / Daihatsu / Ford Think / Other: _____		
Description of Intended Use:			
Driver's License Verified:	<input type="checkbox"/> Yes, employee has valid driver's license		
SIGNATURE			
I have verified that this employee possesses a valid California Driver's License that has not expired.			
Supervisor Signature: _____		Date: ____ / ____ / ____	

TRAINER USE ONLY			
Trainer Name:		UCI Email:	
Training Date:	__ / __ / ____	Training Location:	
ENSURE THE FOLLOWING IS REVIEWED DURING THE BEHIND-THE-WHEEL TRAINING:			
<input type="checkbox"/> Inspection procedures and frequency. <input type="checkbox"/> Driver and passenger seat belt use when applicable. <input type="checkbox"/> Appropriate use of horns, headlights, brake lights, and turn signals. <input type="checkbox"/> Appropriate use of rear view mirrors. <input type="checkbox"/> Grant pedestrians the "right-of-way". <input type="checkbox"/> Maintain appropriate "space cushion" in front, side and rear of vehicle. <input type="checkbox"/> Proceed with caution in busy areas, especially the Inner and Outer Ring Road. <input type="checkbox"/> Slow down at intersections (including pedestrian crossways), look both ways.		<input type="checkbox"/> Drive on street bike lanes if it is safe to do so. <input type="checkbox"/> Sound horn at blind intersections or when backing up. <input type="checkbox"/> Park cart in neutral, set brakes, and remove keys after use. <input type="checkbox"/> Park cart in approved areas (i.e. Service Stalls, "C" Parking, or "AR" Parking.) <input type="checkbox"/> Straighten wheels when driving on inclines. <input type="checkbox"/> Do not allow unauthorized drivers/passengers on vehicle. <input type="checkbox"/> Do not drive on roads with speed limits greater than 35 mph. <input type="checkbox"/> Do not use on municipal streets (off campus)	
I have reviewed the items listed above with the employee during the Behind-the-Wheel training.			
Trainer Signature: _____		Date: ____ / ____ / ____	

Please send a copy of the completed form to safety@uci.edu or mail to EH&S at 4600 Health Sciences Rd., Irvine, CA 92697-2725.