

## **Appendix D - Cart Operating Rules**

### **Cart Operating Rules**

Only carts owned or leased by Princeton University may be operated on University property. For purposes of this document, the term cart includes golf carts and any other motorized, unlicensed vehicles used to transport people or equipment around campus. Exceptions may be granted only by written application to the University Fleet Safety Committee.

Only licensed drivers approved by their department may operate a cart.

Cart operation is restricted to designated paths and campus interior roadways (see attached map).

Carts may cross, but not travel along, other University owned roads.

Carts may only cross publicly-owned roads at designated crossing points.

Valid state-issued crossing permits must be kept in the vehicle at all times.

Obey all traffic signs and right-of-way rules.

Carts must always yield to pedestrian traffic.

Carts may not be used for towing.

Vehicles without a headlight and amber side reflectors may only be operated during daylight hours.

Contractors and other non-employees are not permitted to operate a University cart.

Vehicle operators are prohibited from adjusting or tampering with the engine governor.

The number of front seat passengers is limited to two. Additional passengers are limited to the number of seats installed by the manufacturer. Passengers are not allowed to ride in cargo areas.

The capacity of vehicles designed for carrying non-passenger loads must be clearly marked and the limit not exceeded.

Keys must be removed whenever the vehicle is unattended. Carts should be secured when parked.

### **Parking and vehicle charging**

Vehicles must not be parked blocking building egress pathways, fire hydrants, or fire lanes.

Electric vehicles may only be charged at stations equipped with Ground Fault Circuit Interrupters (GFCI).

Use of extension cords is not permitted.

To avoid damage to turf, vehicles should only be operated on paved surfaces. Vehicles should be parked on paved surfaces wherever possible.

Carts must not be operated when the driver is under the influence of alcohol or drugs including prescription medications that may cause drowsiness or impaired coordination.

All accidents or damage to a cart must be immediately reported to Public Safety by the vehicle operator.

Any accident, damage, or moving violations that occur while operating a University vehicle must be immediately reported to the operator's supervisor or Departmental Fleet Representative.