

24.01.01.C0.01 Utility Cart Safety



Revised: October 23, 2019

Next Scheduled Review: October 23, 2024

[Revision History](#)

Procedure Summary

Texas A&M University-Corpus Christi is committed to protecting the safety of pedestrians and ensuring the safe operation of utility carts and utility cart-type modes of transportation on campus. The purpose of this procedure is to ensure that Texas A&M University-Corpus Christi has a utility cart safety plan that applies to all university employees, state/federal agency tenants, contractors, vendors, visitors, volunteers, and student employees, who use the specified modes of transportation for official business. Any use other than official business is expressly prohibited.

Procedure

1. Refer to the Utility Cart Safety Manual (see Appendix) for additional guidelines, the utility cart routes map, and forms. The required forms include a Utility Cart Purchase Request and a Utility Cart Training Acknowledgement (see Appendix).
 - 1.1. This procedure does not apply to automobiles, pick-up trucks, heavy equipment, motorized wheelchairs, or other assistive devices used by persons with disabilities.
 - 1.2. This procedure applies to cart-type modes of transportation powered by electric or internal combustion engines including but not limited to:
 - (a) “Golf Cart”- Four Wheeled, Cargo Capacity 200 pound (lb.) or greater
 - (b) “Personnel/Cargo”- Cargo Capacity 500 to 800 lb.
 - (c) “Light Utility”- Cargo Capacity 1000 to 1500 lb.
 - (d) “Heavy Utility”- 1500 to 2800 lb.
 - (e) “High Occupancy”- multi-passenger four (4) or more passenger capacity
2. An authorized utility cart operator is an individual that, as defined in this procedure, possesses a valid driver’s license and who has successfully completed the Environmental, Health & Safety department’s online Utility Cart Training.

3. The Environmental, Health & Safety department is responsible for the administration of this program. All supervisors and employees through administrative channels are responsible for compliance with the guidelines outlined in the Utility Cart Safety Manual.
4. The acquisition of utility cart-type modes of transportation on campus is limited to departments, tenants, contractors, and /or vendors upon demonstration of a valid business need. Utility cart purchases must be approved by the Vice President for Finance & Administration.
5. Failure to adhere to this procedure or the Utility Cart Safety Manual may result in disciplinary action including removal of utility cart privileges.

Related Statutes, Policies or Requirements

System Regulation [24.01.01, Health and Safety](#)

This procedure supersedes:

- *24.02.02.C2.01, Utility Cart Safety*

Appendix

[Utility Cart Map](#)

[Utility Cart Safety Manual](#)

[Utility Cart Purchase Request Form](#)

[Utility Cart Training Acknowledgement Form](#)

Contact Office

Contact for clarification and interpretation: Environmental, Health & Safety
(361) 825-5555