

## **Utility Task Vehicle (UTV) / Cart SAFETY TRAINING**

*This material is intended to serve as a summary of basic safety requirements for operating any UTV/cart. The manufacturer owner's manual must be read for specific items. Allow hands-on driving time (with an experienced, licensed UTV/cart operator) in a safe area for a person to become familiar with their specific equipment and a safe, comfortable operator.*

### **Personal Protective Equipment (PPE)**

- Long-sleeve shirt
- Boots or shoes (no sandals, sneakers, or flip/flops)
- Long pants
- Safety glasses
- Gloves
- Owners or Manufacturer's manual in vehicle

### **Safety Equipment**

- Slow-moving Vehicle Signage – mounted on screen behind operator compartment, tailgate or other area visible from rear.
- Flashing amber light – mounted on top of the UTV, necessary when in used in areas with other vehicle traffic.
- Fire Extinguisher - mounted on the vehicle or stored inside a compartment with sticker outside indicating "fire extinguisher inside".
- First Aid Kit – when UTV is used in remote areas.
- Rollover Protection Structure (ROPS) – all cab enclosures are not ROPS.
- Seatbelt for each person (if ROPS equipped) Fatalities are reduced by 99% when a ROPS & seatbelt are in use.

### **Pre-Ride Inspection**

Pre-ride or daily inspections must be performed before the operator can use the vehicle. This is an assurance that the vehicle is in good operating condition.

Use the word **T-CLOC** to remember key items that must be included in a pre-ride inspection:

**T- Tires & Wheels**

**C - Controls & Cables**

**L - Lights & Electronics**

**O - Oil, fuel, fluids, and air filter**

**C - Chassis, suspension, driveshaft, and external equipment**

Report any damage to your supervisor immediately.

Damage to some items may deem the UTV/cart un-usable until repairs are completed.

### **Pre-work Safety Considerations**

- Have you completed a pre-ride inspection?
- Capabilities & Limitations - Is the UTV/cart suited for the job that you are planning to do?
- Passenger Safety - Do you and the passengers have the proper PPE and each a seatbelt?
- Cargo – Weight capabilities, prevent load from shifting.

### **Transporting a UTV/Cart**

- Must be transported on trailers – not in the bed of pickup trucks.
- Fasten your seatbelt and wear appropriate PPE during loading & unloading.
- Loading ramps...
  - Must be rated to support the combined weight of the UTV/cart, the operator, equipment and cargo.
  - Wood boards cannot be used as ramps.
  - Ramp must be secured into place before loading or unloading.
- Secure the equipment with sufficient tie downs -2 in the front and 2 in the back – even when the trailer is equipped with sides and tailgate.

### **Basic Operator Requirements & Safety Tips**

- UTVs and most carts are not street legal and should refrain from use on public roads.
- When operating a UTV/cart in a remote area, inform your supervisor of the intended route and return time.
- Employees must practice caution and use normal speeds –NO EXCESSIVE SPEEDS – especially on rough terrain.
- Keep arms and legs inside the UTV/cart at all times.
- Passengers must be tall enough to reach the handholds with their backs to the back of the seat and their feet flat on the floorboard.
- Passengers should ride in their own seat, with a seatbelt fastened, and not in the cargo area.
- Drive slowly - turn smoothly to avoid rollovers and overturns. When hauling cargo, the vehicle's center of gravity is raised, increasing the possibility of an overturn.
- When hauling cargo, be sure to make periodically do a physical and visual checks to be sure the load is secure.
- Drive straight up and down slopes before making a turn; avoid side slope navigation. Turning midway through a slope increases the potential for an overturn. Stay clear of ditches and embankments.
- Operators must back up cautiously – look to the sides and in the back for bystanders, animals or children.
- Keep alert to signs of vehicle defects, such as unusual noises or vibrations (take immediate action if you find a problem).
- If you incur a rollover, keep your hands, feet, and arms inside the UTV/cart. Do not attempt to jump out!
- Refrain from eating, drinking, using a cell phone, radio or other distractions that interferes with your driving.
- UTV/cart use for personal gain or access is prohibited.
- MSU Policy - No drugs or alcohol allowed anytime and anywhere during work hours. This policy carries over to all types of vehicles and your employment during work hours.

### **Operator Qualifications**

- Must be 16 yrs. old or older.
- Must have a valid USA drivers' license.
- Must complete the MAFES UTV/cart safety training requirements and have the card.
- Must follow all MAFES policies and regulations for safe operation.

### **Recertification and Refresher Training Requirements**

UTV/cart license renewal every 3 yrs.; check the date on your Operator card issued after training.

If you drive a UTV/cart regularly, have had no accidents, & demonstrate continued proficiency as an operator your license will be renewed.

Refresher training will be provided to an ...

1. Operator who has been involved in an accident or near-miss incident.
2. Operator who has received an evaluation that reveals that the driver is not operating the UTV safely.
3. Infrequent operator - Drivers who operate a UTV/cart less than 16 hours per year.