

June 2023 Safety Meeting

- **Topics:**
- **Golf Cart Safety**
- **Distracted Driving by National Safety Council**
- **Grambling State University Safety Rules refresher**

Golf Cart Training

Grambling State University



Dr. Rudolph Ellis,
Dr. Quentin Holmes,
Dr. John F. McMahon

The Purpose of this PowerPoint is to...

- Help ensure the safe operation of GSU golf carts and other utility vehicles
- Help ensure the safety of drivers, passengers, and pedestrians



Types of Golf Carts:

6 Seat



Types of Golf Carts:

4 Seat



Types of Golf Carts:

Cargo



The Difference Between Cars and Carts:

- Carts roll easier
- Carts always operate near pedestrians
- Carts run silently



- Other motor vehicles have the right-of-way

Carts vs. Cars:

- Center of gravity is lower than most vehicles
- Speed limit is much lower
- In a collision, the cart will *always* lose



Basic Golf Cart Guidelines:

- Golf Carts should **only** be used for the activity they were intended for
- Joy riding is **not** permitted
- Horseplay endangers passengers and pedestrians and will **not** be tolerated



- Golf carts *must* be operated safely at all times

Make Sure to Read all Warning Labels:

OPERATING INSTRUCTIONS

Before using vehicle, read owner's manual and vehicle safety warnings.
Study and understand controls.

TO OPERATE

- Ensure wheels are turned in desired direction and path is clear.
- Turn key to ON position.
- Select FORWARD (F) or REVERSE (R) only when stopped.
- Release park brake fully.
- Vehicle will start moving when accelerator pedal is pressed.
- Slowly press accelerator pedal to increase speed.
- During operation, beeping alarm indicates reduction in motor braking.
- To stop, release accelerator pedal and press brake pedal.

WARNING

UNINTENDED VEHICLE MOVEMENT MAY CAUSE SEVERE INJURY OR DEATH. Before leaving vehicle:

- Engage park brake to lock wheels.
- Place vehicle in NEUTRAL.
- Turn key to OFF and remove key.

Where/When you can Drive:

- Golf carts should be driven on paved surfaces only unless authorized for such use
- Do not operate across the grass or fields without permission.
- Be observant of curbs, potholes, puddles and other uneven surfaces

Where/When you can Drive:

- Do not operate in pedestrian zones unless authorized for such use



- Do not operate on stairs

Where/When you can Drive:

- Golf carts without headlights shall not be operated after dusk or before dawn
- Do not drive across RWE Jones Highway unless directed by police or traffic flagger



- Transport it across RWE Jones Highway with a trailer

Speed Limits:

- Maintain a safe speed at all times and avoid making any sharp turns
- Operate the cart at a speed equivalent to a well-paced walk and no faster than 20 mph, where speedometers are present to indicate speed
- Maximum speed is subject to:
 - The terrain over which it is being driven
 - The weather conditions
 - The total weight of the utility vehicle, passengers and any other equipment being carried
- Parking lot speed limit is 5 mph

Information for Drivers:

- Motorized utility vehicle operators shall observe **GSU** campus rules and Louisiana State vehicle traffic laws such as lane travel, stop signs etc.



- You must obey traffic signs and symbols
- Pedestrians have the right-of-way
- You must obey campus speed limits

Information for Drivers:

- All utility vehicles will be operated from the driver's side only



Before you Drive:

- Do a pre-trip check
 - Conduct a visual check of the cart before driving
- Review how the vehicle operates before you turn it on
- Make sure the lights are working. If there are no lights then rear reflectors or reflective tape.
- Know your vehicle

Before you Drive:

- If something is broken, don't use it until it's fixed!
- If you are not familiar with where you are going, check a campus map before you get started

Grambling State University Campus Map:

Locate & plan your routes on the G-SAFE App or

<https://www.gram.edu/maps/>



Grambling State University 2021 Campus Map



Rev. 07/2021

Driving the Vehicle:

- Always check behind the vehicle before backing up
- No more occupants than the number of seats
- Keep hands and feet inside the vehicle

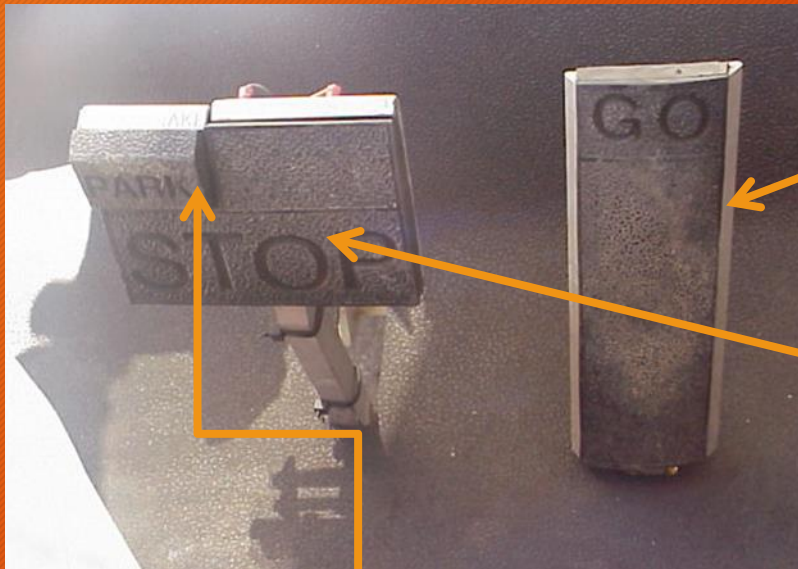


Driving the Vehicle:

- Drive Slow
- Avoid steep grades
- Forward/Reverse lever



Operating Equipment:



• Accelerator Pedal

• Brake Pedal

Parking Break

When there are Passengers:

- When your cart is occupied with passengers or materials the weight distribution *increases* and stopping distance is *increased*: Go slow!
- No motorized utility vehicle is to be operated with more passengers than seating is provided
- Utility boxes on 2 person carts shall not be used to transport additional riders

When there are Pedestrians:

- Pedestrians have the right of way
- If the cart is being operated on a sidewalk:
 - The operator will pull off of the sidewalk to pass the pedestrians
 - Stop the unit when approaching pedestrians until they pass



Make sure to...

- Always tie down your load



- Always set your break once you get to your destination
- After loading, always check to see if all four wheels are touching the ground

Malfunctions:

- Vehicle Malfunctions should be reported immediately to the department owning/renting the vehicle
 - Vehicle shall not be used until malfunction or problem has been corrected
 - Students shall not repair vehicles

Accidents:

If you are involved in an accident, **immediately** report to your supervisor and complete an employee accident report



Image from: <http://wadelaw.us/services.asp>

Review:



- Get familiar with the vehicle you are driving
- Know where you're going
- Drive at a safe speed
- Be aware of your surroundings
- Use the golf cart properly (no horsing around)!

Louisiana Laws - Louisiana State Legislature

RS 32:299.4

§299.4.

Golf carts;
safety equipment requirements;
exemptions;
registration.

Utility Cart Safety Quiz: Passing Score 80%



- 1- Only operate vehicles you have been trained on. T F
- 2- Someone has probably already checked your vehicle so you don't have to. T F
- 3- Passengers should only ride in the passenger seat. T F
- 4- You should drive as fast as possible. T F
- 5- Going too fast around turns can cause rollovers. T F
- 6- Utility vehicles are typically the fastest pieces of equipment at the golf course. T F
- 7- You don't have to worry about securing a load in the bed of a utility vehicle. T F
- 8- Check your vehicle's tires, charger, plug and connections, fuel and oil (if gas or diesel), brakes, lights, and for leaks before you leave the shop. T F
- 9- Utility vehicles driving on public roads don't have to follow traffic rules. T F
- 10- As you approach a crosswalk you see two people crossing. One is young and the other is old.
You should hit the: (a) old person, (b) young person, (c) brake pedal, (d) accelerator and make a sharp right turn (e) none of the above.
- Please explain your answer:

- Comments and questions:

Name: _____ Signature: _____ Da _____

Remember...

Make sure to follow the rules and
stay safe!!





Understanding Distracted Driving and Inattention Blindness



Fact:

More than 700 injury crashes involve distracted driving on a typical day in the U.S.

Distracted Driving is Dangerous

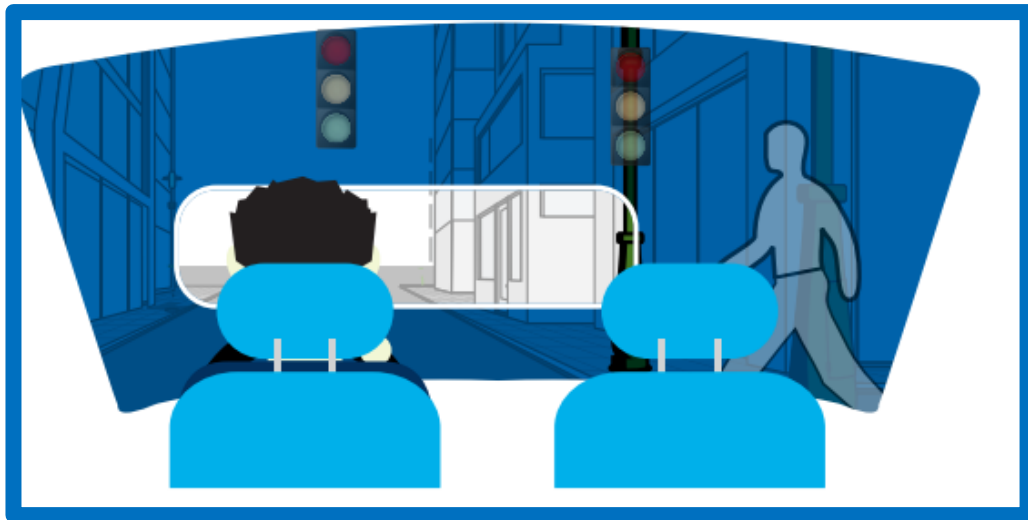
- Drivers can be distracted long after they program a GPS device or send a text via a voice command system
- Long enough to miss a stop sign or pedestrian? You bet
- At 25 mph, you can travel the length of more than one football field in 10 seconds



New Vehicle Infotainment Systems Create Increased Distractions Behind the Wheel.
AAA Foundation for Traffic Safety. October 2017.

<https://newsroom.aaa.com/2017/10/new-vehicle-infotainment-systems-create-increased-distractions-behind-wheel/>

Distracted Drivers Can Miss Up to Half of What is in Their Driving Environment



- Inattention blindness is defined as the failure to notice a visible hazard because your attention is focused elsewhere
- This phenomenon occurs regularly when drivers are cognitively distracted

Distracted Driving Can Be Likened to Driving Blindfolded

Research shows simply listening to a phone conversation:

- Decreases brain activity by more than one-third
- Results in safety performance issues, like the inability to react quickly in congested driving zones

In America, eight people die every day in distracted driving crashes



Motor Vehicle Safety Issues: Distracted Driving. National Safety Council/Injury Facts. November 2019. <https://injuryfacts.nsc.org/motor-vehicle/motor-vehicle-safety-issues/distracted-driving/>

Discussion: What Ways Have You Noticed Drivers Being Distracted?



Examples of Distracted Driving

- Talking or texting on the phone
- Eating or drinking
- Applying makeup or shaving
- Reading a newspaper or book
- Watching a video
- Programming a GPS



Takeaways: Multitasking is a Myth

- The human brain cannot handle two thinking tasks at the same time, such as driving and talking on the phone
- Quickly toggling between thinking tasks can slow reaction time and cause crashes
- Be safe by silencing your phone, programming your GPS and setting up your radio or music while parked
- Take the National Safety Council pledge to drive distraction-free at [nsc.org/pledge](https://www.nsc.org/pledge).



Safety Rules

The following safety rules are to be adhered to:

1. Smoking is prohibited in all university buildings.
2. Horseplay and fighting will not be tolerated in the work place.
3. Possession of unauthorized weapons and firearms, alcoholic beverages, illegal drugs, or unauthorized medically prescribed drugs will not be tolerated in the work place. Inform your immediate supervisor if you are required to take medication during work hours. Written medical evidence stating that the medication will not adversely affect your decision making or physical ability may be required.
4. Before beginning work, notify your supervisor of any permanent or temporary impairment that may reduce your ability to perform in a safe manner.
5. Use protective equipment to protect yourself from potential hazards that cannot be eliminated.
6. Do not operate equipment or machines without proper training and authorization.
7. Inspect the workstation for potential hazards and insure that it is in safe operating condition before using it.
8. If there is any doubt about the method of work to be used, consult the supervisor.
9. Follow recommended work procedures outlined for the job.
10. Return all tools and equipment in a designated place after use. Put scrap and waste material in a designated refuse container.
11. Report any smoke, fire, or unusual odors to your supervisor.
12. Use proper lifting techniques. For object exceeding 50 pounds in weight, specific methods for safe lifting must be determined by the immediate supervisor.
13. Do not throw objects or attempt to catch a falling object.
14. If your work creates a potential slip or trip hazard, correct the hazard immediately or use safety tape or “wet floor” sign to identify the area before leaving it.

15. Fasten seat belts before starting any motor vehicle.
16. Comply with all traffic signs, signals, markers, and persons designated to direct traffic.
17. Know departmental rules regarding first aid, evacuation routes, and fire department notification.
18. Jewelry, neckties, scarves, and other wearing apparel should be secured when working around equipment that may grab them.
19. Notify your supervisor of any breakage or malfunction of machinery or equipment.
20. Wear eye protection, respirators, or protective clothing in regulated areas or during functions requiring protective gear.
21. Report frayed electrical cords immediately.
22. Do not use electrical extension cords as a permanent electrical line.
23. Never turn on an electrical switch unless you know what it operates and have had the adequate training on that piece of equipment
24. Keep flammable items away from electrical outlets, cords or other electrical apparatus.

Note: Employees who do not comply with university safety rules may be subject to disciplinary action.