

**YOUNGSTOWN STATE UNIVERSITY**  
**OFF-ROAD VEHICLE GUIDELINES**

**Definition of Off-Road Vehicle**

An off-road vehicle is a non-licensed vehicle used for transportation, maintenance and grounds purposes on campus. The following are considered off-road vehicles on campus.

Cushman

Kawasaki Mule

Club Car

John Deer/Gator

**Justification of Purchase**

All off-road vehicles will be ordered by Materials Management.

**Minimum Safety accessories**

The following items are considered minimum safety accessories and must be included on all new off-road vehicle purchases. Where feasible, these safety accessories will be utilized on vehicles already purchased.

Horn

Back-up beeper

Head lights and tail lights

Flashing light - If vehicle does not have a roof, the light will be mounted on telescoping pole. If the vehicle does have a roof, the light will be mounted on the roof.

Minimum of one mirror

Slow moving vehicle sign

4" vinyl identifying numbers and department name in contrasting color

Operators should verify all safety components are in working order prior to using the vehicle

If an off-road vehicle does not have headlights, tail lights or flashing lights, it cannot be driven at night.

## **Acquisition and Maintenance**

The department owning the off-road vehicle(s) must maintain the preventive maintenance records and follow the manufacturer's preventive maintenance schedule.

## **Operating Instructions/Restrictions**

All operators must have a valid driver's license.

An MVR check is required for all drivers.

All operators who are required to drive an off-road vehicle a part of their job duties must complete the University-sponsored defensive driving course.

The operators of the off-road vehicles must be familiar with the operating instructions.

Passengers are not permitted to ride in the cargo area of the vehicle,

Operators and passengers are subject to all laws pertaining to motor vehicles.

Off-road vehicles are not permitted on Wick, Rayen or Fifth Avenues except to cross.

Off-road vehicles are permitted on other campus roads, side streets adjacent to campus and in traffic controlled areas during special events provided caution is used.

Pedestrians have the right of way (on campus core and on sidewalks).

Limit driving on the campus core during class changes.

Approach automatic parking exits with caution. Gates are not designed to detect slow moving vehicles.

## **Fuel**

All fueling must be done at the motor pool

## **Accident Procedures**

Accident/Incident Report forms are available from the Department of Environmental and Occupational Health and Safety website. YSU Police should be contacted in the event of an accident.