



University Golf Cart and Other Motorized Carts Safety Policy
#1150.030

INITIAL EFFECTIVE DATE:	LAST REVISION DATE:	RESPONSIBLE UNIVERSITY DIVISION/DEPARTMENT
December 18, 2012	February 6, 2026	Division of Operations and Safety/Environmental Health & Safety

POLICY STATEMENT

This policy applies to all Slow Moving Vehicles (SMVs), All Terrain Vehicles (ATV), and Utility Vehicles, such as, but not limited to, golf carts, gators, forklift, leased, or operated on university premises, by University employees, volunteers, contractors, vendors. The terms “golf cart” and “SMV” herein used are interchangeable and apply to all such vehicles.

Any person who accepts the privilege of operating an SMV on university premises is deemed, by so doing, to have the knowledge, training and skill to safely operate this vehicle and shall be fully accountable for its actions and the consequences thereof.

The safe operation of golf carts on university premises requires conscientious application and adherence to the minimum standard of care prescribed by this policy.

SMVs shall be operated in accordance with the requirements of this policy at all times. Violations and warnings will be issued to employees and volunteers who violate this policy. Vendors and contractors will face sanctions appropriate to the terms of their contract with the University.

SCOPE

This policy applies to all FIU employees, volunteers, contractors, vendors or anyone operating low speed or slow-moving vehicles on FIU Property.

REASON FOR POLICY

To establish a university-wide standard for the safe operation of SMVs on university premises and to prevent accidents and injury to employees, students, and the FIU community.

TERMS	DEFINITIONS
Slow Moving Vehicle (SMV)	SMV is a vehicle with a top speed greater than 20 MPH, but not greater than 25 MPH.

Utility Vehicle	A vehicle, generally motorized, that is designed to carry out a specific task with more efficacy than a passenger vehicle
ATV	All Terrain Vehicles, small motor vehicle with three or four wheels that is designed for use on various types of terrain.
Low Speed Vehicles (LSVs)	LSVs, four-wheeled motor vehicle that has a gross vehicle weight rating of less than 3,000 pounds (1,400 kg) and a top speed of between 20 and 25 mph.
Operator	Individual that has met all requirements to use and operate a SMV or LSV
University Premises	Where FIU land begins and ends as evidenced by FIU property lines or boundaries

ROLES AND RESPONSIBILITIES

Directors, & Department Heads

- Shall ensure that all SMVs and operators within their units comply with the requirements of the University Golf Cart and Other Motorized Carts Safety Policy (hereinafter “Golf Cart Safety Policy”).
- Shall ensure that each SMV owned, leased, or operated by their department used on university premises is scheduled for, and receives quarterly preventive maintenance service at the Department of Vehicle Services. Preventive maintenance servicing shall include verification of the presence and proper operation of various safety features and adjustment of the setting for “speed governors,” based on the University’s speed limits.
- Shall ensure that everyone who has been assigned to operate SMVs or who would reasonably be expected to operate an SMV within the course and scope of their employment or service to the University complies with the following:
 - Receives appropriate SMV Safety Training, prior to commencement of responsibility to operate SMVs.
 - Complies with and signs the Operator Golf Cart Information Acknowledgement Form.
 - Sends individuals found to be in noncompliance to remedial training.
 - Implements procedures for control of SMVs registered to their department. Such procedures may include the use of a “sign-out log” for key control.
 - When an operator’s privilege has been revoked, the department is responsible for ensuring that the operator does not drive the SMV until that operator has successfully completed remedial training and received their recertification from the Department of Environmental Health and Safety.
- Shall ensure that golf carts are operated in accordance with the manufacturer’s recommendations and this policy. Golf carts shall not be modified in any manner that affects the recommended mode of operation, speed, or safety of the vehicle.

SMV Operator

- Shall drive defensively and responsibly at all times.
- Shall be knowledgeable regarding the requirements of the Golf Cart Safety Policy.
- Shall acknowledge responsibility and accountability for compliance with the Golf Cart Safety Policy by completing the Operator Golf Cart Information Acknowledgement Form.
- Shall attend SMV safety training as required.

Office of the Controller/Purchasing Services

- Shall ensure that requisitions for the purchasing of SMVs are accompanied by an appropriately completed University Vehicle Justification Form.

Environmental Health & Safety (EH&S)

- Coordinate University-wide compliance with the Golf Cart Safety Policy by providing SMV safety training.
- Maintain records of all trained employees.
- Investigate, report, and communicate any misuse of state vehicles (parking, moving, etc.). Administratively revoke SMV operation privileges for those individuals/departmental units found to be in violation of the policy.
- Work with department units and FIU Human Resources to address repeat offenders of the Golf Cart Safety Policy.

Parking and Transportation

- Issue citations for any parking infractions within university premises.
- Provide citation reports to EH&S for tracking and notification purposes.

University Police

- Issue citations for any operational and parking infractions, in accordance with state law and FIU policies.
- Provide citation reports to EH&S for tracking and notification purposes.

FIU Vehicle Services

- Perform inspections and testing to ensure SMV speed is governed to the University posted speed limits. Speed limit restrictions to posted speed limits shall not apply to university Emergency Response or Law Enforcement SMVs.

Human Resources:

- Verify training and license status for anyone required to operate a SMV as part of their job.
- Issue disciplinary actions.

RELATED RESOURCES

The Florida Statutes 2025:

- Title XXIII: Motor Vehicle
- Chapter 316, Florida Statutes: State Uniform Traffic Control
- Florida Statutes §316.2122 Operation of low-speed vehicle
- Florida Statutes Chapter 319
- Florida Department of Safety and Motor Vehicles (Guide to Owning Low Speed Vehicles)

University Golf Cart and Motorized Carts Safety Procedure #1150.030a

CONTACTS

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HISTORY

University Golf Cart Safety Policy 15.9 (revised April 8, 1999)

Initial Effective Date: December 18, 2012

Review Dates (*review performed, no updates*): March 1, 2024

Revision Dates (*updates made to document*): December 18, 2012; November 24, 2020; February 6, 2026.



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PROCEDURE STATEMENT

The University Golf Cart Safety Standard is an integral component of this procedure and is based on the following requirements under the Florida Statutes regarding the ownership, operation and maintenance of low-speed vehicles:

- Title XXIII: Motor Vehicles Chapter 316, Florida Statutes: State Uniform Traffic Control Fla. Stat. §316.2122
- Operation of a low-speed vehicle on certain roadways. The operation of a low-speed vehicle, as defined in Fla. Stat. §320.01(42), on any road is authorized with the following restrictions:
 - A low-speed vehicle may be operated only on streets where the posted speed limit is 35 miles per hour or less.
 - A low-speed vehicle must be equipped with headlamps, stop lamps, turn signal lamps, tail lamps reflex reflectors, parking brakes, rear view mirrors, windshields, and vehicle identification numbers.
 - A low-speed vehicle must be registered and insured in accordance with §320.02, Florida Statutes, and titled pursuant to Chapter 319, Florida Statutes.
 - Any person operating a low-speed vehicle must have in his or her possession a valid driver's license.
 - A county or municipality [or the Florida Department of Transportation] may prohibit the operation of low-speed vehicles on any road under its jurisdiction if the governing body [or the Florida Department of Transportation] determines that such prohibition is necessary in the interest of safety.

UNIVERSITY SLOW MOVING VEHICLE SAFETY STANDARDS

1. Golf carts shall be operated with the utmost courtesy, care and consideration for the safety and convenience of pedestrians. Pedestrians shall be afforded the right-of-way at all times. Care and courtesy shall be applied for all persons with disabilities including persons in wheelchairs, with service animals or any type of mobility assistance device.
2. Golf carts operators shall avoid all walkways less than six feet wide. The recommended speed on walkways is 5 mph or less and in a congested area, the speed shall be no

faster than pedestrians walking in the same area.

3. Operation of golf carts is governed under Florida Statutes and operators are subject to the "rules of the road" regardless of whether carts are being operated on sidewalks or roadways, including stopping, turning, and safe operation. Golf cart operators observed in violation of these rules will be cited by the University Police, the Department of Environmental Health and Safety and/or the Department of Parking and Transportation.
4. Golf cart operators will observe all Florida vehicle traffic laws such as lane travel, stop signs, legal passing of other vehicles, etc.
5. Golf cart operators must have a valid driver's license with a satisfactory driving record, and updated driver's authorization on file with no major traffic offenses. Employees shall immediately notify their supervisor when their driver's license is suspended or revoked even on a temporary basis. In addition, drivers shall carry their Golf Cart Issued Certification Card.
6. Golf carts shall be operated in such manner that they do not impede or interfere with normal pedestrian or vehicular traffic flow on roadways, ramps, or sidewalks.
7. Users shall not circumvent traffic or red lights by detouring through a walkway.
8. No individual shall ride in the carriage/cargo area of a golf cart nor hanging or grabbing off the side of a golf cart while under operation.
9. Golf cart operators shall be responsible for the security of ignition keys for the period that a cart is assigned to them.
10. Golf carts shall be operated within the confines of university premises only.
11. Any golf cart intended to be operated at a speed exceeding 15 miles per hour shall be equipped with specific safety features that include, but are not limited to seat belts, windshields, headlights, and rear-view mirrors. All speed limits shall be observed at all times.
12. All golf carts, regardless of the operating speed, shall be equipped with headlights, brake lights, turn signals, a windshield and roof mounted strobe lights and back up alarms.
13. Golf carts equipped with a back carriage shall not be overloaded. Overloading decreases maneuverability and safe operation.

14. Employees shall not operate golf carts owned by other departments unless approval has been granted by the supervisor of the department/unit to which the golf cart is registered.
15. Golf carts shall be inspected prior to use. Each operator and department have the responsibility of making sure the vehicle is in proper working condition before being used. As applicable, the visual inspection shall include, but not limited to:
 - a. Vehicle is unplugged from the battery charger before operating.
 - b. Windshield is clean and in good condition for good visibility.
 - c. Both taillights (shall be in good working condition)
 - d. Working horn
 - e. Mirrors are in good condition.
 - f. Turn signals are functional.
 - g. Back-up light or back-up beeping device is working.
 - h. Headlights high and low beam are functional.
 - i. Tires: check tread and inflation.
 - j. Ensure to have enough charge/fuel for the intended trip.
 - k. Seat belts shall be in good condition, when applicable.
 - l. Ensure cart has a roof mounted strobe light if intended to be used between dusk and dawn.
16. Operators shall report any mechanical failure, such as discharged battery, flat tires, gas shortage, brakes (pedal pressure), emergency brake malfunctioning.
17. etc. to Vehicle Services for towing and repair. Operators shall not attempt to do any repair work on broken golf carts (this includes jump starting). Battery failures shall be reported to Vehicle Services; trained mechanics will provide road service. SMVs shall be turned in immediately to Vehicle Services for replacement of damaged or missing safety devices. Each operator shall be responsible to provide immediate notification of safety and maintenance concerns to the supervisor of the department to which the vehicle is registered.
18. Chargers for low-speed electric vehicles must be plugged directly into a ground fault interrupter receptacle. The use of extension cords is not acceptable, as per the State Fire Marshal's regulations.
19. Operators of golf carts which are not equipped with turn indicators shall use appropriate hand signals.
20. Each golf cart operated on university premises shall bear the "HOW IS MY DRIVING" sign, affixed in a highly visible location on the rear of the vehicle.

21. Each golf cart operated on university premises shall bear the “Slow Moving” emblem (orange/red triangle) affixed in a high visible location on the rear of the vehicle. The emblem shall be visible from 500 feet during night and day.
22. Each golf cart shall bear the “GOLF CART SAFETY INSTRUCTIONS” sign, affixed in a highly visible location inside the vehicle which includes the defined approved route, golf cart free zones and designated parking and loading area locations.
23. All accidents involving golf carts shall be reported to the supervisor of the department to which the vehicle is registered, and to the University Police. Accident reports shall be sent to the Department of Environmental Health and Safety for review, tracking, possible issuance of warning violation and filed as appropriate.
24. Use of earphones, eating, texting, or the use of any device that may hinder the proper and safe operation of golf carts are prohibited.
25. Golf carts may not be driven while under the influence of medications that cause drowsiness or other substances that may alter reaction time to the driver.
26. Golf carts shall not be driven through buildings, breezeways, covered walkways, landscaped areas. Golf carts shall not be driven through the Green Library breezeway or any other building except under the following circumstances:
 - a) Emergency response. Police monitoring, events and tours, and any other activities related to health and safety.
 - b) While transporting anyone with mobility issues (injury; handicap; elderly; etc.)
 - c) To provide maintenance service to a specific building or grounds to which large amounts of cargo or heavy equipment and supplies, but not people, are being transported to the work site.
 - d) To deliver large amounts of cargo or heavy materials that cannot be otherwise transported.
27. SMVs shall be operated in accordance with the following specific rules:
 - a) SMVs shall not be parked within 20 feet of the entrance or exit of any building, (except at loading docks) in any manner likely to obstruct or interfere with the flow of pedestrian (to include persons in wheelchairs or mobility assistance devices) or vehicular traffic in heavily traveled areas.
 - b) SMVs shall not park in fire lanes, handicap parking, metered parking, or on sidewalks or ramps that would impede handicap accessibility.
 - c) Operators shall not stop (bring a SMVs to rest for any period) in the middle of roads.
 - d) SMVs may be driven on sidewalks to designated golf cart parking.
 - e) Operators shall stop SMVs at all blind intersections and sound their horns before

- proceeding.
- f) SMVs shall be locked and secured especially overnight with cable and locking mechanisms.
28. Departments will receive violation warnings when a SMV is not occupied and parked in non-designated parking areas. After a department receives more than two violation warnings, the operator of the SMV that caused the infraction will have their privileges revoked for a period of thirty days. If the operator continues to violate the policy, additional disciplinary action will be administered.