Golf Cart Training

For Mobility Assistance Drivers and other cart users.....
The Purpose of this PowerPoint is to...

- Help ensure the safe operation of RIT owned, leased or rented motor vehicles
- Help ensure the safety of drivers and passengers
Types of Golf Carts

4 Seat

6 Seat

Cargo
The Difference Between Cars and Carts

- Carts roll over easier
- Carts always operate near pedestrians
- Carts run silently
- All other motor vehicles have the right-of-way
Basic Golf Cart Guidelines

- Golf Carts should **only** be used for the activity they were rented 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**.
Where/When You Can Drive

- Golf carts should be driven on paved surfaces only unless authorized for other use
- Do not operate across the grass or on any trails
- Do not operate in pedestrian zones unless authorized for such use
- Golf carts without headlights shall not be operated after dusk or before dawn
- **STAY OFF OF THE QUARTER MILE!**
Speed Limits

- Operate at a speed equivalent to a well-paced walk
- 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
- Be EXTRA careful in parking lots
- Avoid making any sharp turns. Carts are tippy.
Information for Drivers

- Cart operators shall observe all RIT campus rules and NYS vehicle traffic laws
  - Carts cannot be driven off campus
  - You must obey traffic signs and symbols
  - Pedestrians have the right-of-way. Always. No exceptions.
  - You must obey campus speed limits

- All utility vehicles will be operated from the driver’s side only
Before You Drive

- Read the Operating Instruction Label
- Review how the vehicle operates before you turn it on
- If you are not familiar with where you are going, check a campus map before you get started
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
- Ask passengers if they are ready - before you move
- Drive Slowly
- Avoid steep grades
When Parking Your Cart...

- Do not block entrances, walkways, etc.
- Turn cart off and take the key with you
- Set the brake – press the pedal all the way down
- Set the direction selector to FORWARD
- Note: Cart with parking break on will lurch a bit as you step on the gas. Make sure you have room in front of you.
When Carrying Stuff in the Cargo Box

• Make sure your load is secure
• Tie it down if needed
• After loading, always confirm that all four wheels are touching the ground
**When There Are Passengers**

- When your cart is occupied with passengers, the weight distribution *increases* and stopping distance is *increased*: Go slow!

- **DO NOT** operate with more passengers than seating is provided

- Utility boxes on 2 person carts shall *not* be used to transport additional riders
Pedestrians have the right of way. Always. No Exceptions.

- If the cart is being operated on the sidewalk, pull off the sidewalk to pass pedestrians or
- stop the cart until they have passed.
Cart Malfunction?

- Call the FMS Staff Member on Duty

<table>
<thead>
<tr>
<th>FMS SPECIAL EVENTS</th>
<th>Cell Phone</th>
<th>Friday</th>
<th>Saturday</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kathleen Rydelek</td>
<td>455-4474</td>
<td>11:00am - 9:30pm</td>
<td>6:00am - 11:00am</td>
</tr>
<tr>
<td>Paula LaFave</td>
<td>208-7677</td>
<td>8:00am - 5:00pm</td>
<td>11:00am - 5:30pm</td>
</tr>
<tr>
<td>John Killings</td>
<td>259-2231</td>
<td>9:00am - 7:30pm</td>
<td>8:00am - 6:00pm</td>
</tr>
</tbody>
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- Mobility Cart Drivers should also contact Chuck Lamb via radio
- Do not use the cart until the problem has been corrected
- Do not attempt to make repairs
Accidents

- If you are involved in an accident, **immediately** report it to Public Safety at 585-475-2853
- Mobility Cart Drivers should also contact Chuck Lamb via radio.
- Other RIT Staff should contact their supervisor.
All Commencement Volunteers are asked to subscribe to RIT’s new real-time alert system

Text RITGRAD to 888777

You will receive real-time updates related to commencement activities, weather or safety issues.

Your subscription is anonymous.

You will automatically be unsubscribed when commencement ends on Saturday.

You can unsubscribe at any time by replying STOP.
Post Ceremony

– For Safety Reasons –

- We will not board passengers until crowd has cleared the pick up area
- Chuck Lamb will signal when boarding can begin
Mobility Cart Drivers - Be Prepared

- Guests will ask you questions.
- You are an Info Booth on wheels 😊
- Review the Commencement website and know where to find the answers. [www.rit.edu/commencement](http://www.rit.edu/commencement)
- Bookmark it, get the RIT Mobile App for Apple and Android devices, or go to [m.rit.edu](http://m.rit.edu)
- NEW! Wayfinding Commencement map at [maps.rit.edu/m](http://maps.rit.edu/m)
- All volunteer training docs are on the website.
- **Dress for the weather**: Sunscreen, rain gear, gloves, etc.- whatever you need to be comfortable
Guests may not know where they need to go. Be prepared to help them figure it out.

Refer to the Commencement website for:

- List of 2017 Graduates – find their grad’s ceremony
- Schedule of Ceremonies & Receptions
- Wayfinding Commencement Map

Finding their car: My Parking Lot Cards will be given to guests as they board the shuttle buses.

All buses will service lots E/F, G/H, J. Some of them will also go to S and Polisseni.
Mobility Carts – Radio Channel

- Mobility Drivers should keep their radio on **Channel 1**
- You will not hear calls if you are not on Channel 1
- Channel 4 is used for Commencement Operations
- Hold down the button to speak
- Release it when done speaking
Drivers for Convocation

- **Convocation Overflow Seating**: when the Field House has reached capacity, guests will be directed to the Polisseni Center to watch the ceremony via live stream. Buses will stop coming to D Lot.
- Use the **Express Lane** to transport guests from Field House to Polisseni Center.
- Convocation VIP Pass Holders: College Delegates, PhD Candidates and other pass holders will continue to be seated in the Field House.
If you are not a Mobility Assistance Cart...

- Do NOT pick up passengers
- Put a sign on your cart please:

  Utility Vehicle – No Passengers Permitted
Global Village Lot – near the Red Barn on Kimball Drive. You can park your car here.

Pick-up & Return Carts During These Times
Friday, May 19: 5:00 AM – 10:00 PM
Saturday, May 20: 5:00 AM – 6:30 PM
Be kind to the Cart Corral Staff.
Return your cart promptly.
They can’t go home until you do.
All Drivers Must Sign the Agreement

- Download the **Golf Cart User Agreement** at http://www.rit.edu/fa/parking/sites/rit.edu.fa.parking/files/forms/Golf%20Cart%20User%20Agreement.docx
- Print your name, sign, and date the form.
- Bring the form and your driver’s license with you when picking up golf cart.
- Golf carts **will not** be released without the form and driver’s license.
Commencement Volunteer Hospitality Room

**Where:** Gordon Field House & Activities Center Reception Room (2nd floor overlooking the pool)

**When:**
- Friday, May 19: 4:30-8:30pm (hot dinner)
- Saturday, May 20: 6:30am-4:30pm (light breakfast ‘til 11am, then lunch, snacks, sandwiches).

Coffee, tea, cocoa, soda and water available at all times.

[RIT Dining Services](#) venues will be open across campus.
Review

- Get familiar with the vehicle you are driving
- Know where you’re going
- Drive at a safe speed
- Yield to other vehicles
- Be aware of your surroundings
- Use the golf cart properly (no horsing around)!
- Pedestrians have the right of way. Always. No exceptions.
- Bring your driver’s license and sign the agreement form.
Thanks and Remember...

Commencement is a special campus celebration. Enjoy yourself, but let’s be careful out there!

Contact Kerry Hughes Kerry.hughes@rit.edu or 585-475-6159 with any questions.