



UNIVERSITY OF CENTRAL FLORIDA

Office of Enterprise Risk and Insurance
4365 Andromeda Loop N.
Orlando, FL 32816-3400

General Safety Checklist for Slow-Moving Vehicles

This checklist is for departmental use and does not require signature or remittance to the Office of Enterprise Risk and Insurance.

An inspection should be conducted for each slow-moving vehicle prior to operation. The below checklist is meant to serve as a guide for departments in its pre-trip review of visible and functional items. The checklist may not incorporate all visible and functional items, so it is incumbent upon the slow-moving vehicle operator to thoroughly inspect any vehicle prior to operation. Any vehicle not in proper working order should be reported to the supervisor and the slow-moving vehicle should be taken out of service until properly repaired.

Visible Items

Table with 4 columns: Question, Yes, No, N/A. Rows include: Are tires inflated to the proper pressure?, Is rust damage present?, Are all fluids maintained at proper levels?, Is there any evidence of fluid leaks?, Are there any loose or dangling parts?, Are there any other visibly defective items to note?

Comments

Functional Aspects

Table with 4 columns: Question, Yes, No, N/A. Rows include: Is the vehicle steering loose?, Is the audible reverse alarm operational?, Are the brakes functioning properly?, Are the side and rear-view mirrors in good condition, e.g., not cracked, fogged, loose, dirty?, Are the operational flashing hazard lights on top of the cart operational?, Are the seat belts accessible for use and in good condition?, Is the horn operational?, Are all signals fully functional?, Is the battery correctly charged and / or the vehicle properly fueled?, Are all original equipment safety features in good working order as recommended by the manufacturer's service schedule?

Comments