

UWG PROCEDURE NUMBER: 7.9.5, Vehicle Idling

Authority: UWG POLICY 7.9 (Motor Vehicles)

The Chief Business Officer, pursuant to the authority of UWG Policy 7.9, establishes the following procedures for idling vehicles on or off campus:

A. Definitions

1. **Idle** – allow the engine of a vehicle to run without the vehicle in motion.
2. **University vehicle** – any wheeled, self-propelled conveyance used for the transportation of materials or personnel. Regarding this Procedure, this definition includes motorized carts, all-terrain vehicles, cars, trucks, and vans.


B. Procedures Regarding Vehicle Idling

1. Employees shall not let **university vehicles idle** for more than 3 minutes unless:
 - a. Idling is necessary to defrost windows.
 - b. Air conditioning or heat is needed on transit buses to ensure passenger comfort.
 - c. Emergency or service vehicles must run to perform needed work.
 - d. Any other safety or operational condition, as approved by the chain-of-authority.
2. For any operational or safety condition that exempts idling identified in B.1. of this Procedure, idling shall not exceed 25 minutes unless an emergency exists and vehicle **idling** is necessary.

Issued by the Chief Business Officer, the 1st day of February, 2018.



Signature, Chief Business Officer

Reviewed by President: 

Previous version dated: N/A