UNIVERSITY of West Georgia

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 15th day of February, 2018.

Signature, Chief Business Officer

Reviewed by President:

Previous version dated: N/A