

Personal Transportation Vehicle (PTV) Driving Dos and Don'ts



Focus On Driving

- ❑ Do keep your eyes on where you are going
- ❑ Don't drive while using a cell-phone – texting or talking
- ❑ Do use your mirrors when driving
- ❑ Don't focus on communicating with passengers
- ❑ Do take driving seriously
- ❑ Don't eat or drink while driving
- ❑ Do drive when well rested
- ❑ Don't drive intoxicated or while using medications that effect your ability to drive
- ❑ Don't adjust controls while driving



Carrying Passengers

- ❑ Do ask your passengers to wear a seatbelt (if available)
- ❑ Don't allow passengers to stand while moving
- ❑ Do take turns slowly
- ❑ Don't allow passengers to distract you
- ❑ Do limit passengers to one per seat
- ❑ Don't allow passengers to turn around in their seats
- ❑ Do ask your passengers to refrain from horseplay
- ❑ Don't transport intoxicated passengers
- ❑ Do ask passengers to keep their hands /feet in the vehicle at all times



Carrying Loads

- ❑ Do tie down loads properly
- ❑ Don't exceed load capacity
- ❑ Do be sure there is clear visibility when carrying a load
- ❑ Don't allow passengers to ride in the back with the load
- ❑ Do balance loads and place them towards the front of the vehicle
- ❑ Don't go up steep grades when carrying a load
- ❑ Do set your brake once you arrive at your destination
- ❑ Don't modify vehicles yourself to carry cargo – modifications should be professionally installed
- ❑ Do follow unloading instructions for your vehicle
- ❑ Don't go fast in a loaded vehicle - decrease your speed



Driving Near Pedestrians

- ❑ Do give pedestrians the right of way
- ❑ Don't drive into an area that is crowded with people
- ❑ Do drive very slowly near pedestrians
- ❑ Don't drive on sidewalks unless necessary
- ❑ Do use your horn to warn pedestrians when necessary
- ❑ Do watch for pedestrians exiting from buildings

Personal Transportation Vehicle (PTV) Driving Dos and Don'ts

Driving at Night



- ❑ Do drive vehicles at night that have headlights
- ❑ Don't drive at night unless necessary
- ❑ Do turn on your lights - early morning, dusk, when raining, or at night
- ❑ Don't drive on , or cross over regular roads at night ,even equipped as a slow-moving vehicle
- ❑ Do drive with extra caution, especially near pedestrians

Driving Unpaved Areas / Off-Road



- ❑ Do drive on paved routes when possible
- ❑ Don't use vehicles off-road that are not designed for it
- ❑ Do stay alert for bumps, holes, rocks, tree limbs and other hazards
- ❑ Don't stop or start suddenly when going up or down hills
- ❑ Do drive straight up and down slopes rather than at an angle
- ❑ Don't drive on manicured lawns unless necessary

Driving on Regular Roads (Roads with standard speed limits)



- ❑ Do obey all traffic laws
- ❑ Don't drive PTVs on regular roads if they are not equipped as Slow-Moving Vehicles, or if they don't meet requirements (SMVs)
- ❑ Don't drive on a regular road unless necessary
- ❑ Do pull over and let faster vehicles pass when necessary
- ❑ Don't drive on off-campus roads at dusk or in the dark
- ❑ Do drive with your headlights and warning light on to increase visibility
- ❑ Don't drive without your license

Parking Your Vehicle



- ❑ Do park in designated parking spots for PTVs when possible
- ❑ Don't obstruct building entrances, sidewalks, or paths
- ❑ Do engage the parking brake after turning off the engine
- ❑ Don't forget to take the key with you
- ❑ Do lock or secure the vehicle if that is an option

Driving in Parking Lots



- ❑ Do keep your eyes open for cars with drivers sitting in them or cars preparing to back out
- ❑ Don't drive in parking lots unless necessary
- ❑ Do use your horn to warn cars of your presence if they start backing out
- ❑ Don't drive in parking lots when it is raining, at dusk, or night-time
- ❑ Do drive slower than usual in parking lots (5 mph)