

EFFECTIVE JANUARY 1, 2010 UPDATED MOTOR POOL POLICIES AND PROCEDURES

Student Drivers -- Vans, Trucks, SUVs and Towing

Applicability

This policy shall apply to Miami University students who drive vans, trucks, SUVs or any tow vehicle for the purposes of any Miami University activity.

Driver Qualifications

The student driver must meet all the following criteria:

- Possess a valid driver's license issued in the United States
- Minimum of 19 years of age and a minimum of 2 years driving experience
- MVR (Motor Vehicle Record) must have no more than 3 points in the last 24 months or any alcohol related offense ever. EHSO will conduct MVR checks (starting January 2010).

Training

Before driving the student shall successfully complete required training available via on-line streaming video or equivalent training authorized by EHSO. Students should contact the university EHSO office at (513) 529-2829 to get instructions for registering for training.

Time of Day Driving Restrictions

Students shall not drive between 12 Midnight and 5 AM without specific department approval.

Trips of greater than two hours must comply with the following:

- Drivers can only drive 4 hours without stopping to rest for 30 minutes
- No single driver can drive more than 8 hours total in a 24-hour period
- A front passenger seat navigator must be designated and must be awake at all times

Weather or Travel Advisory Restrictions

Students shall not drive during periods of Travel/Weather advisories in Oxford or areas through which they may be driving. An Emergency contact list for each driver and passenger must be filed with MUPD.

Special Requirements for towing

In addition to all other requirements, tow vehicle drivers must have one (1) year towing experience and must demonstrate competency to the Department that operates, owns, rents or leases the vehicle.

Departments must insure that tow the vehicle/trailer combination meets minimum legal requirements.

No personal vehicles shall be used to tow for University purposes.

PLEASE CONTACT DENNIS FLEETWOOD FOR QUESTIONS, TO SCHEDULE THE ON-LINE TRAINING, OR TO CONDUCT YOUR MOTOR VEHICLE RECORDS CHECK.

DENNIS CAN BE CONTACTED AT 529-4246 OR FLEETWDL@MUOHIO.EDU