TMC Cart Safety Fact Sheet



Golf and industrial utility carts are a popular and efficient means of transportation on the Master's College campus and are employed by various departments. Golf carts are involved in a number of accidents each year on college campuses, resulting in property damage, personal injury and death. To prevent accidents in the workplace, all employees who may operate golf or industrial style utility carts on campus properties must be trained before using the vehicles. This training includes the proper procedures for operating and maintaining the carts.

Operating a Cart

- Drivers and passengers must remain seated while the vehicle is moving.
- Allow only authorized employees to drive the carts.
- Never exceed the number of available seats for the number of passengers.
- Only allow towing by those golf carts originally designed for towing.
- Slow down at all intersections.
- Reduce speed when approaching pedestrians, who always have the right of way.
- Use the safety mirror at each intersection to ensure pedestrian safety.
- Reduce speed when turning or passing through doorways.
- Do not park carts where they will block emergency equipment, pedestrian aisles, doorways, intersections, or the normal traffic flow.
- The maximum speed of a golf cart depends upon the terrain over which it is being driven, the weather conditions, and the total weight of the golf cart, passengers and any equipment being carried.
- A golf cart should be operated at a speed equivalent to a well-paced walk but no faster than 10 mph.
- Observe all CA vehicle traffic laws such as lane travel, stop signs, legal passing of other vehicles, etc.
- Drive on streets or roadways whenever possible.
- Only drive on sidewalks when streets and/or parking lots are not available, and then only to the nearest adjacent street or parking lot.
- All passengers should keep hands, arms, legs and feet within the confines of the golf cart at all times when the cart is in motion.
- When the golf cart is not in use for a long period of time, such as overnight, leave it in a secure area and/or secure it with a cable and lock or other equivalent locking mechanism.
- Never leave the keys in the golf cart when unattended.
- Never back up without looking to see what is behind the cart.
- When driving, maintain adequate distance between vehicles.

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Maintaining a Cart

- Inspect each golf cart daily before use. If the golf cart is in need of repairs or maintenance, the vehicle should be taken out of service. Report any maintenance needs to a supervisor immediately.
- Check tires for proper inflation, cuts, or punctures.
- Check that steering is normal.
- Check that forward and reverse gears are operational.
- Check brakes for proper operation.
- Check for any indication of battery fluid leaks such as wet spots under the vehicle.
- Recharge the cart in the designated charging area, parking close to a fire extinguisher.
- Do not recharge near an open flame or source of ignition and do not smoke in recharge station.
- Only an approved battery charger should be used to recharge the batteries (designed to shut off automatically when the batteries are fully charged.)
- Pour baking soda on all spilled battery acid before cleaning up the spill.
- Wash skin thoroughly with cold water if skin is exposed to battery acid.
- Disconnect all battery charger cords before using the golf cart.
- Remember to practice safety, don't learn it by accident.