



## VOLUNTEERS AND EMPLOYEES GOLF CART SAFETY TRAINING AND ACKNOWLEDGEMENT

Golf carts are specifically used for the transportation of persons but are used for utility purposes as well. They are of significant value to our tournaments for efficiency and economic transportation. Recognizing that golf carts are moving vehicles and are considered important pieces of equipment, the PGA TOUR has established safety rules and procedures for their safe operation.

### **Procedures for Safe Operation of Golf Carts:**

#### **1. Safe Speed**

- Golf carts should be operated at a moderate speed, equivalent to a well-paced walk in congested areas.
- Reduce speed to compensate for inclines, pedestrians, and weather conditions.
- Slow down and drive with extra caution when the grass is wet.

#### **2. Backing up**

- Operators should be conscious of their surroundings and should never back up without making sure there is no person or obstruction behind the cart.
- Prior to driving the cart, check to see if it is set to go forward or backward and make adjustments as necessary.
- Operators should be aware of their surroundings when using the reverse direction so as to minimize disruption to on-course play.

#### **3. Turns and Operation**

- Never make a sharp turn, even on a straight-away.
- Approach all turns with caution and reduced speed. Rounding curves at excessive speeds can result in someone being thrown from the cart.
- Always drive straight up and down a hill. Driving up or down a hill at an angle can cause the cart to tip over.
- Watch for obstacles and people. Pedestrians always have the right-of-way.
- WALK WHEN APPLICABLE, golf carts are for operational use only.

#### **4. Designated Paths**

- All golf carts should only drive on designated paths; refer to the cart routing plan.
- If the path is congested, do not take any alternate routes by going under ropes.
- Use the carts as they are intended to be used. Do not take carts to places on the golf course where they are not intended to go.

#### **5. Parking**

- Park golf carts out of the way of pedestrians and other carts and make sure the golf cart is not in any camera sight line.
- Set the parking brake before leaving the cart.
- Do not park the cart on an incline.
- Never leave the keys in the golf cart when it is unattended.

#### **6. Operator and Passenger Use**

- No golf cart is to be operated with more passengers than seating allows.
- No riding on the back of golf carts, or overloading the cart with equipment.
- Do not transport passengers unrelated to your role of volunteer services.
- Do not drive the golf cart until all occupants are seated. Never stand up in a moving golf cart.

- All occupants in the golf cart shall keep hands, arms, legs and feet within the confines of the cart at all times when the cart is in motion, and it is the responsibility of the driver to convey this requirement to the passengers.
- Only authorized personnel who have a valid driver's license issued by the jurisdiction of the Volunteer's residency and have signed the Golf Cart Safety Acknowledgement below may drive a golf cart provided by the TOUR.
- No golf cart may be operated by an intoxicated person or a person under the influence of any narcotic or other substance that may impair the person's ability to operate the golf cart.
- Adhere to all applicable traffic laws as well as PGA TOUR requirements concerning use of golf carts.
- Authorized driver must be 18 years of age or older.
- Each golf cart is assigned to a specific person or vendor. Do not take the nearest golf cart you can find.
- Do not remove or exchange the sign that is on each golf cart. Do not operate a golf cart that is not labeled.
- The use of any gas golf cart or other gas equipment is strictly prohibited during play.

**7. Maintenance and Cart Return**

- Any mechanical issues with golf carts should be reported to the golf cart committee as soon as possible in order to expedite repair.
- Upon conclusion of the Tournament, all golf carts must be returned to the cart staging area. Do not leave carts on the course or parking lots. All carts must be accounted for upon completion of the Tournament.
- All golf carts must be properly charged when not in use.
- If a golf cart is not operational DO NOT push or pull, as critical damage can occur to the motor or an injury could occur.
- You must notify the golf cart committee of any damage to the vehicle and ensure an incident report has been completed.

**GOLF CART SAFETY ACKNOWLEDGEMENT**

Each individual utilizing a golf cart assigned by the TOUR during the Tournament is expected to operate them in a safe and courteous manner. Any golf cart operators found in violation of these safety procedures or misusing golf cart equipment may be prohibited from operating a cart.

I hereby acknowledge that I have watched the PGA TOUR Golf Cart Safety Video and I have read, understand and agree to the safety rules and procedures regarding the standard operating and safety procedures for working with golf carts. I acknowledge that I do not have a current physical restriction or medical condition, including taking prescription drugs, that will impair my ability to drive a golf cart. I will notify Tournament Staff if my medical condition changes. I also acknowledge that I have a valid driver's license issued by the jurisdiction of my residency.

\_\_\_\_\_  
Volunteer/Employee Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Tournament Name