



## SAFE OPERATION OF ATVs AND GOLF CARTS

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If your workplace uses all-terrain vehicles (ATVs), or your department is considering starting a program, it is imperative to never allow employees to operate an ATV until they have been properly trained and can demonstrate how to operate it safely for the specific tasks in your workplace.

Below are recommendations for keeping workers safe:

Conduct a personal protective equipment (PPE) hazard assessment. The following are the fundamental recommendations:

- A Department of Transportation (DOT) approved helmet with a chin strap
- Safety goggles
- Over-the-ankle boots
- Off-road style gloves
- Any additional PPE recommended by the ATV manufacturer

Provide comprehensive training for workers, covering:

- Pre-ride ATV inspections
- Necessary PPE
- The importance of buckling up
- How to maintain proper body position for stability
- The ATV's limitations
- How to properly load, secure, and unload materials
- Safe operating speeds
- Potential environmental hazards
- What to do if an emergency occurs
- How lone workers should check in with management

Operators should also be trained to recognize the risks associated with operating ATVs on technical terrain, including the hazards of loading or unloading vehicles from pickup trucks using portable ramps.

Below is a summary of safety tips to heed when operating ATVs, as well as golf carts.

### **ATV Safety Cautions**

- **Training & PPE:** Never allow untrained workers to operate ATVs; require helmets, gloves, goggles, long pants, and over-the-ankle boots.
- **Operational Limits:** Never exceed weight, hauling, or towing capacities, and never allow passengers unless the ATV is specifically designed for them.
- **Terrain Hazards:** Be aware of ruts, rocks, and steep slopes; drive straight up hills and avoid sudden, sharp turns.
- **Inspection:** Conduct daily pre-ride inspections on brakes, tires, and steering.
- **Restrictions:** Do not operate on paved roads except for legal crossings.

### **Golf Cart Safety Cautions**

- **Driver Requirements:** Operators must be trained, authorized, and able to reach all controls.
- **Operation:** Keep all body parts inside the cart, do not exceed passenger capacity or applicable speed limits, and avoid horseplay or stunts.
- **Safety Measures:** Use seatbelts, use headlights in low visibility, and stop completely before letting passengers on or off.
- **Environment:** Slow down for corners, intersections, and pedestrians.
- **Parking:** Engage the parking brake, turn off the engine, and remove the key.

For questions, please contact the Chief Executive Office's Loss Control and Prevention Section at [LossControl@ceo.lacounty.gov](mailto:LossControl@ceo.lacounty.gov).