



UNIVERSITY OF
CENTRAL
MISSOURI.

15-PASSENGER VAN TRAINING

DRIVING ON CAMPUS

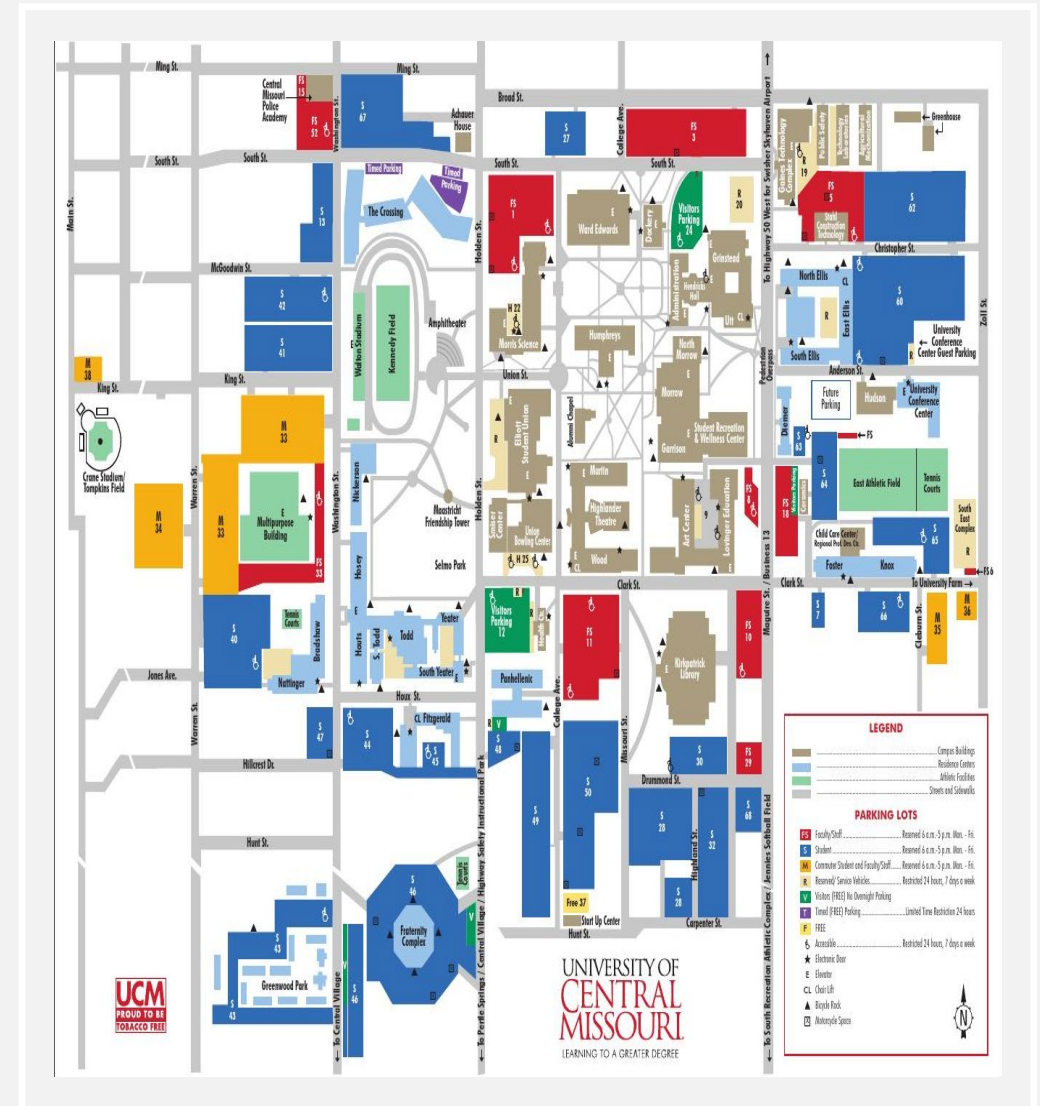
Wear your seatbelt! It's there for a reason, it does not matter if you are only driving for 3 minutes or across campus.

Not only is wearing your seatbelt the law, but failure to wear a seatbelt while on public streets can result in a citation and a referral to human resources while on University property.

The speed limit all around campus is 15 MPH, this includes parking lots.

Follow all traffic signs on campus, just because you drive here everyday does not mean you can drive however you would like.

Make sure you are trained on driving on campus. This includes knowing how to fill up vehicles with fuel.



SAFETY PRECAUTIONS

- While a 15-passenger van is convenient, it does not necessarily drive like a minivan.
- Drivers and passengers must use caution to minimize the risks associated with these vehicles.
- When driving a 15-passenger van, drivers need to take the following safety precautions.
- Individuals driving vans **must be 25 years old.**

TIPS FOR 15-PASSENGER VAN SAFETY

- The following video is provided by the Texas Department of Insurance.



EXPERIENCE

- Fifteen-passenger vans should only be driven by experienced, licensed drivers who operate this type of vehicle on a regular basis. A commercial driver's license is ideal.
- It's important to know that 15-passenger vans handle differently than cars, especially when fully loaded.
- A 15-passenger van is substantially longer and wider than a car, and thus requires more space to maneuver. It also requires additional reliance on the side-view mirrors for changing lanes.
- Stay focused on the task of safe driving by being well rested, never using a handheld phone at the wheel, and limiting conversation with other passengers.

ROLLOVER PREVENTION

- Recent research conducted by the National Highway Traffic Safety Administration (NHTSA) has found that the risk of a rollover crash is greatly increased when 10 or more people ride in a 15-passenger van.
- This increased risk occurs because the passenger weight raises the vehicle's center of gravity and causes it to shift rearward. As a result, the van has less resistance to rollover and handles differently from other commonly driven passenger vehicles, making it more difficult to control in an emergency situation.
- Prevention:
 - Avoid conditions that lead to a loss of control. Never drive while under the influence of alcohol or other drugs. Make sure you are well rested and attentive, and always slow down if the roads are wet or icy.
 - Drive cautiously on rural roads. Be particularly cautious on curved rural roads and maintain a safe speed to avoid running off the road.
 - Know what to do if your wheels drop off the roadway. If your wheels drop off the roadway, or pavement, gradually reduce speed and steer back onto the roadway when it is safe to do so.
 - Properly maintain your tires. Make sure your tires are properly inflated and the tread is not worn down. Worn tires can cause your van to slide sideways on wet or slippery pavement. Improper inflation can cause handling problems and can lead to catastrophic tire failures, such as blowouts. Therefore, check tire pressure and treadwear once a month.



DEFENSIVE DRIVING FOR 15-PASSENGER VANS

- The following video contains information about defensive driving and rollover prevention.





SPEED LIMIT

- Always obey the posted speed limit, and reduce your speed as needed based on road or weather conditions.
 - Drive slower under these conditions:
 - Driving through intersections
 - Reduced visibility
 - Heavy pedestrian traffic
 - Slippery/icy road conditions
- Remember that 15-passenger vans require additional braking time and cannot handle abrupt maneuvers the way cars can.

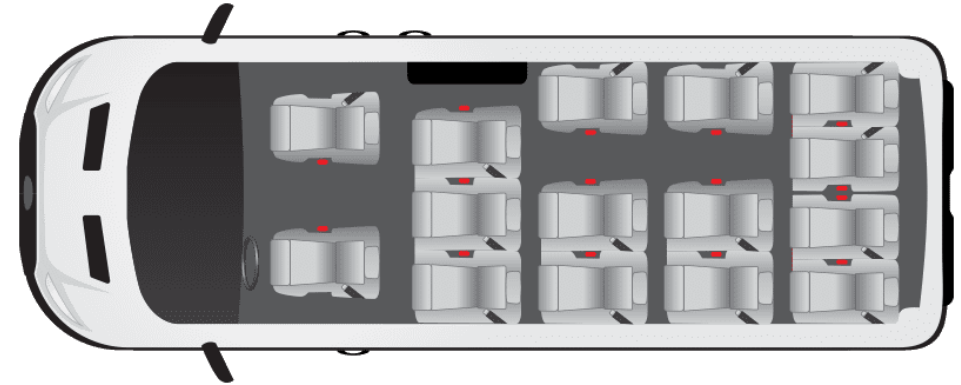


SEAT BELTS

- All occupants need to wear seat belts at all times.
- Inspect seat belts regularly and replace any missing, broken, or damaged belts and/or buckles.
- An unrestrained 15-passenger-van occupant involved in a single-vehicle crash is approximately four times more likely to be killed than a restrained occupant.
- 69% of 15-passenger van occupants killed in crashes from 2010-2019 were known to not be wearing a seatbelt.

OCCUPANCY/CARGO

- Due to safety concerns, never allow more than 9 people to ride in a 15-passenger van, including the driver.
- Fill the seats from front to back: when the van is not full, passengers should sit in seats that are in front of the rear axle.
- Cargo should be placed forward of the rear axle; avoid overloading the van or placing any loads on the roof.
 - See the vehicle owner's manual for maximum weight of passengers and cargo and to determine towing capability.



- Due to their size, most passenger vans do not fit in a standard parking spot.
- Make sure to choose a spot that provides enough room. You should also always be able to pull forward when leaving a parking spot, which may require you to back the vehicle in.
- Double check your blind spots and use your spotters, which are the smaller mirrors attached to your side view mirrors to help reduce blind spots.
- When on campus do not block:
 - Emergency exits
 - Doors
 - Stairs
 - Sidewalks
 - Fire hydrants
 - Fire lanes
 - Handicap ramps





BRAKING

- Passenger vans require longer braking times than other automobiles.
- The more weight they are toting, the longer the stop.
- The same goes for speed—drivers should gradually come to a stop as they approach their destination.
- If you need to recover from a skid, take your foot off the accelerator and pump the brakes gently to avoid any collisions.

MAINTENANCE/REPAIRS

- Spares: All tires weaken with age—even unused tires; avoid using an old spare on your 15-passenger van. Used 15-passenger vans may come with dangerous spare tires that are many years old. Check a tire's age by finding its Tire Identification Number (TIN) on the tire's sidewall. The last four digits of the TIN indicate the week and year the tire was made (e.g., 1010 = March 2010).

Pre-Use Checklist	Maintenance Checklist
Lights	Fluid Levels
Brakes	Tire Pressure & Condition
Fuel	Battery Corrosion
Mirrors	Windshield Wipers
Seatbelt	Steering Mechanisms
Horns	Spare Tire
First Aid Materials	Fuses



SUPERVISOR RESPONSIBILITIES

- Ensure all workers have a valid driver's license.
- Ensure all workers are trained how to operate a 15-passenger van on campus.
- Ensure all workers have completed this training and taken the corresponding quiz.
- Ensure all workers have read the operator's manual as well as keeping accurate training logs.
- Disciplinary actions if needed.

OPERATOR ACCOUNTABILITY

- Familiarize yourself with the van's operator's manual.
- Complete this training and score 100% on the 15-Passenger Van Safety Quiz.
- Ensure you have completed all the required training to operate a van.
- Follow all campus rules and procedures.
- Follow all vehicle safety laws.

ACCIDENT REPORTING

- Report all campus vehicle accidents to Public Safety and your supervisor.
- Contact Public Safety for a Vehicle Accident Report.
 - Public Safety: (660) 543-4123 or 911 (Campus phone only)



QUESTIONS

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