

Anti-Idling CO-CV-PR16

Responsible Officer: Vice President for Administration and Campus Operations

Sponsoring Department: Office of Sustainability

Revision Date: 07 June 2011

Errors or changes to: aim@uta.edu

CONTENTS

Procedure Objective

Scope

Responsibilities

Procedures

 Section I. Training and Implementation

 Section II. Monitoring and Recordkeeping

 Section III. Exceptions

 Section IV. Enforcement

Forms and Tools/Online Processes

Definitions

Rationale

Related Statutes, Policies, Requirements or Standards

Appendices

Contacts

Website Address for This Procedure

PROCEDURE OBJECTIVE

This procedure describes implementation, training, monitoring, and enforcement activities that will support the sustainability policies of The University of Texas System and the University of Texas at Arlington by reducing unnecessary exhaust fumes caused by excessive idling by vehicles weighing over 14,000 pounds. Idling is limited to 5 minutes, with exceptions listed within this procedure.

SCOPE

All University of Texas at Arlington vehicles and all outside vehicles weighing more than 14,000 pounds and operating on property controlled by the University of Texas at Arlington.

RESPONSIBILITIES

Office of Sustainability

- Ensure that all UT Arlington personnel are made aware of this procedure and are provided with refresher information as necessary.

Department Supervisor, Operations Manager, or other Designated Personnel where Equipment is Operating

- Implement and enforce this procedure.
- Ensure that all applicable staff are trained.

Office of Facilities Management

- Ensure that all drivers/operators/ and or their companies are made aware of this procedure when they operate on UT Arlington property.
- Provide a copy of this procedure if requested.
- Instruct UT Arlington staff or agents functioning as operators on behalf of UT Arlington.

Human Resources

- Provide training materials as part of new employee orientation

All drivers/operators on the Main Campus or any of the University's Offsite Campuses and Construction Sites Controlled by UT Arlington

- Follow vehicle idling restriction procedures.

University of Texas at Arlington Police Department

- Enforce idling restrictions through the issuing of warnings and citations.

PROCEDURES

Section I. Training and Implementation

A. Training

1. New employee orientation

Information regarding anti-idling restrictions is provided to all new employees during the new employees orientation presentation.

2. Facilities work order information attachment

When a vehicle needs to be serviced, the electronic request for service that is sent through the Facilities work order system includes an overview of this procedure, and the procedure will be attached.

3. The Parking Resources office will distribute information regarding idling restrictions.

B. Implementation

Department supervisors, operations managers, or other designated personnel where equipment is operating will help ensure that all employees are aware of the following procedures. The Office of Sustainability will post signs in locations where vehicles normally work and idle, informing drivers of the five (5) minute idling restriction.

1. Idling in Drop Off and Pick Up Areas

When drivers/operators arrive at loading or unloading areas to drop off or pick up passengers, supplies, food, goods, equipment, etc., they shall turn off their vehicle's engine as soon as possible but no later than five (5) minutes after the equipment is no longer performing its primary function.

2. Idling During Performance of Primary Function

Operators of all vehicles/equipment shall turn off the engine when the vehicle/equipment is not performing its primary function and no later than five (5) minutes after the equipment has stopped performing its primary function.

3. Idling During Warm-up

Drivers/operators are allowed to warm up a vehicle or equipment prior to operation on property controlled by UT Arlington for a maximum of five (5) minutes.

4. Idling at Construction Sites

- a. Drivers/operators of equipment/vehicles associated with construction sites controlled by UT Arlington shall limit engine idling to equipment working periods only, and only if the availability of the equipment's function is required as part of an ongoing task.
- b. Vehicles delivering goods and products to construction sites controlled by UT Arlington are limited to a maximum idle time of five (5) minutes unless the engine is being used to provide power for operation of off-loading equipment.

Section II. Monitoring and Recordkeeping

A. Anti-Idling Training/Information

Records of employees who attend new employee orientation and receive anti-idling information are maintained by Human Resources.

B. Enforcement

Records of warnings, citations, and other enforcement activities are maintained by the University of Texas at Arlington Police Department.

C. Program Reporting

Reports of implementation and ongoing activities and results will be produced and maintained by the Office of Sustainability.

Section III. Exceptions

- A. A motor vehicle that has a gross vehicle weight rating of 14,000 pounds or less and/or that is not on property controlled by the University of Texas at Arlington.
- B. Idling when the vehicle/equipment is "queuing" as part of normal operations and procedures.
- C. Operation of the engine for required testing, servicing, repairing, security or diagnostic purposes outside the normal maintenance area.
- D. Idling of a diesel engine to operate equipment necessary to present a safety or health emergency or to provide emergency services for which the vehicle was designed.
- E. Idling of the engine when it is directly connected to, or when it is providing auxiliary power, either as a power take-off or the equivalent, in order to provide mechanical work functions for which the vehicle or equipment was designed.
- F. Idling while waste or recyclable materials are being collected or transferred by an authorized agency or contractor.
- G. Idling while the vehicle is used as a law enforcement or emergency motor vehicle.
- H. Idling while the vehicle is defrosting a windshield.

Section IV. Enforcement

- A. Vehicles in federal vehicle identification number (VIN) gross vehicle weight classes 4,5,6,7, or 8 weigh over 14,000 pounds and are subject to idling restrictions unless one or more of the exceptions apply.

Class 4	Class 5	Class 6	Class 7	Class 8
14,001 to 16,000 pounds	16,001 to 19,500 pounds	19,501 to 26,000 pounds	26,001 to 33,000 pounds	More than 33,000 pounds
Class 4 includes full size medium duty use pickup trucks with dual wheels.	Class 5 includes trucks that are heavy duty use, full size and dual wheels.	Class 6 includes super duty trucks, usually with dual wheels as well as reinforced body.	A commercial driver's license is required.	Includes tractor-trailer trucks.

- B. Types of vehicles over 14,000 pounds gross vehicle weight rating (GVWR) include:

1. Beverage Trucks
2. Bucket Trucks
3. Delivery Trucks
4. Dump Trucks
5. Flat-Bed Trucks
6. Fuel Trucks
7. Furniture Trucks
8. Garbage Trucks
9. Heavy-Duty Utility Trucks
10. Home Fuel Trucks
11. Inner-City Tour Buses
12. Large Motor Homes
13. Rack Trucks
14. School Buses
15. Service Body Trucks
16. Stake Trucks
17. Step Vans
18. Tanker Trucks
19. Tow Trucks
20. Tractor-Trailer Rigs
21. Transit Buses
22. Utility Trucks

C. The University of Texas at Arlington Police Department will enforce the idling restrictions. Time restrictions will be observed by the officer and noted in the citation remarks. Failure to comply with idling restrictions will result in the following:

1. First violation: A warning will be issued to the driver/operator.
2. Second violation: Fine of \$50.
3. Third violation: Stringent action to include additional fines and the possibility of removing the violator's vehicle/equipment from the campus.

- D. Employees observing idling vehicles should be aware of the procedure and advise those in non-compliance.

FORMS AND TOOLS/ONLINE PROCESSES

N/A

DEFINITIONS

EPA: Environmental Protection Agency

EPA Non-attainment Area: an area that has not met EPA standards for levels of the pollutant ozone. States containing non-attainment areas are required to develop plans for meeting the required standard.

Idling: the operation of an engine in the operating mode where: (a) the engine is not engaged in gear; (b) the engine operates at a speed at the revolutions per minute specified by the engine or vehicle manufacturer for when the accelerator is fully released; and (c) there is no load on the engine. (City of Arlington, Texas Amended Ordinance 08-076, 9/16/08)

GVWR: gross vehicle weight rating - the maximum allowable total weight of a road vehicle or trailer when loaded, i.e. including the weight of the vehicle itself plus fuel, passengers, cargo, and trailer tongue weight.

NTCOG: North Texas Council of Governments

TAC: Texas Administrative Code

TCEQ: Texas Commission on Environmental Quality

RATIONALE

Idling vehicles emit large quantities of greenhouse gases each year in the United States, and idle reduction technologies and practices are an important way to cut petroleum consumption and emissions. It has also been determined that these exhausts are toxic and that long-term exposure has the potential for increased health risk.

The University of Texas at Arlington is located in an EPA non-attainment area for ozone standards. Every effort must be given to improving our air quality. Idling of any vehicle for more than five minutes from April through October is prohibited in the City of Arlington, and violators are fined in accord with Texas Administrative Code 30.114.510.30-114.517.

Exhaust from idling engines poses an exposure to faculty, students, staff, drivers, operators, and the community at large. The University of Texas at Arlington, in support of the City of Arlington's sustainability initiatives, and as part of a good neighbor policy, has adopted a sustainability policy, which this procedure supports. UT Arlington's policies and procedures apply to all vehicles that are on the main campus or any of the University's offsite campuses or construction sites controlled by UT Arlington.

RELATED STATUTES, POLICIES, REQUIREMENTS OR STANDARDS

UT System Administration Policies and Standards	Other Policies and Standards
UT System Policy UTS169 Sustainability Practices	TAC Title 30, Chapter 114, Subchapter J, Operational Controls for Motor Vehicles, Division 2, Locally Enforced Motor Vehicle Idling Limitations, Rules 510 – 517 City of Arlington Ordinances Governing Transportation, Section 11.01, Motor Vehicle Idling Restrictions Local Government Guide to North Texas Idling Restrictions (NCTCOG) Education Code, Title 3, Subtitle A, Chapter 51, Subchapter A, Section 51.203, Campus Peace Officers

APPENDICES

CONTACTS

If you have any questions about Procedure 10-3, *Anti-Idling*, contact the following departments:

Subject	Office Name	Telephone Number	Email/URL
All topics in Procedure	Office of Sustainability	(817) 272-9299	mtare@uta.edu
Website access	Administrative Information Management	(817) 272-0222	aim@uta.edu http://www.uta.edu/aim

WEBSITE ADDRESS FOR THIS PROCEDURE

<http://www.uta.edu/policy/procedure/10-3>