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| ***REPLACE WITH YOUR MASTHEAD*** | | |
| **VFIS logo black JPG** | **SOG Title:** | |
| **SOG Number:** | |
| **Original Date:** | **Revision Date:** |
| **ABC Fire Department General Operating Guideline** | | |

**UTV Operations**

**(Utility Task Vehicle/Utility Terrain Vehicle)**

***This is a sample of a standard operating guideline (SOG) on this topic. You should review the content, modify as appropriate for your organization, have it reviewed by your leadership team and if appropriate your legal counsel. Once adopted, make sure the SOG is communicated to members, implemented and performance monitored for effective implementation.***

**Policy:**

To establish the safe use and response procedure for the organization’s UTV’s.

**Vehicle Use:**

* All drivers must be at least 18 years of age.
* No passengers under the age of 16 are allowed to ride on any UTV.
* All drivers must have successfully completed the department's UTV driver qualification program and attend, documented annual training.
* The Manufacturer's Manual and Recommended Practices shall be thoroughly followed. A copy of the manual will be kept with the UTV at all times.
* Proper personal protective equipment shall be worn at all times when operating the UTV, to include (but not be limited to) a helmet and eye protection.
* The UTV shall be dispatched to any incident where the use of an UTV will serve as a useful tool in the response and mitigation of the incident.
* At no time will any operator risk damage to the vehicle by attempting to operate the vehicle outside of its ability on any terrain.
* Drivers will utilize due regard when operating on or off road.
* Drivers will maintain an appropriate speed in relation to terrain conditions.
* At no time, shall the governed speed be by-passed unless specific and documented circumstantial conditions have been authorized by the Incident Commander.
* Seat belts MUST be worn by all riders when the vehicle is in motion.
* The parking brake will be engaged before exiting the vehicle.
* Only a driver and two (2) passengers are allowed on the vehicle while it is in motion.
* A secured patient in the rear of the UTV with EMS monitoring is acceptable

**Towing Consideration:**

* Unit \_\_\_\_\_\_\_ will be the primary tow vehicle, unless otherwise directed by a line officer.
* Tow vehicle operators must be at least 21 years of age.
* Trailer light connection, safety chain connection, and verifying vehicle is properly secured to the trailer will be performed prior to towing (4 strap connection).

**General Considerations:**

* Personnel that utilize the UTV are expected to inspect, clean, prepare and fuel the vehicle after each use.
* Members involved in an accident or damage incurred to the vehicle will report the event to the Incident Commander and Department Maintenance personnel, as soon as possible.
* When the UTV is being utilized in training incidents, all the foregoing guidelines are to be followed.

***This is a sample guideline furnished to you by VFIS. Your organization should review this guideline and make the necessary modifications to meet your organization’s needs. The intent of this guideline is to assist you in reducing exposure to the risk of injury, harm or damage to personnel, property and the general public. For additional information on this topic, contact your VFIS Risk Control representative.***