



SKIDMORE COLLEGE MOTORVEHICLE POLICY

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I. Purpose

The purpose of this policy is to set forth the requirements applicable to all drivers of Skidmore College owned, leased, or rented vehicles or of personal vehicles while on College business. This policy is intended to ensure the safety of drivers, passengers, and the public, as well as to minimize losses, damages, and claims of Ds, k

- A. No one will be allowed to drive for Skidmore College with a "probationary," "court-restricted (for any conviction noted in Item I-B)" or "junior" license.
- B. To be authorized to drive for the College the following criteria will be applied:

NOTE THESE VIOLATIONS MUST BE CONVICTIONS

Driving privileges will be denied or revoked if convictions for any of the following violations appear in the applicant's SMVR within the past three (3) years from the date of the first violation:

- Leaving the scene of an accident
- Reckless driving
- Driving under the influence of DWI (Driving While Intoxicated) or DWAI (Driving While Ability Impaired) alcohol or drugs
- Vehicle homicide or assault
- Participating in an unlawful speed contest
- Eluding or attempting to elude a police officer
- Operating with a suspended license
- Using a motor vehicle for commission of a felony
- Aggravated assault with a motor vehicle
- Operating a

IX. Vehicle Use

Drivers must comply with the following when using College-owned, leased or -rented

Drivers of vehicles approved to travel outside of the contiguous United States need to contact the office of Risk Management for additional insurance documentation. Return fleet vehicles with at least half a tank of fuel, cleared of any trash or debris, and with all windows rolled up and seats in the upright position. Ice scrapers and snow brooms are available in each vehicle and are to be used to ensure an unobstructed view of the road.

XI. Reserving a Fleet Vehicle

The College maintains fleet vehicles available for use by departments and students for approved College-related business.

Reservations should be made by the department authorizing the travel in the following way:

Goto [scheduling website](#)

XIII. Personal Vehicle Usage

Individuals who drive their personal vehicle on College business or to/from a College activity are responsible for their own safety as well as the safety of any passengers.

Exchange information with the other operator involved (if applicable). At a minimum, obtain the other driver's Driver's License and registration information, insurance company information and contact numbers. You should also obtain the names, addresses, and telephone numbers of all witnesses.

Don't admit fault or liability for the accident.

Complete an Accident Report Form (MV104) located in all College-owned vehicles' glove boxes or available at Campus Safety.

Notify the driver's Supervisor and Campus <0078>Tj /TT1 1 Tf i5 0 Td19ceCamp38 0 Td [(C(b)2.4 (o)-1

operation. Utility vehicle operators observed in violation of these rules can be cited by Campus Safety officers as well as local law enforcement officers.

3. Utility vehicles are restricted to the confines of Skidmore's main campus. Utility vehicles cannot be operated on any public roadway, with the exception of crossing North Broadway to access immediately adjacent college owned property. Such crossings shall be made at an angle of approximately 90° degrees to the road.
4. Utility vehicles shall be restricted to the campus grounds and shall not be operated on any public roadway.

16. Do not push the utility vehicle if it breaks down unless it is in the roadway or pedestrian right of way.

17. If the utility vehicle breaks down or becomes damaged, report it to your supervisor.

IX. Vehicle Insurance

The College's insurance provides for both liability and physical damage for College-owned, leased or -rented vehicles. Evidence of insurance is available online at https://www.skidmore.edu/risk-management/motor_vehicle_policy/insurance.php

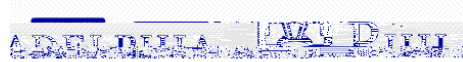
College's Insurance Broker:



Arthur J. Gallagher
35 Waterview Blvd.
Parsippany, NJ 07054

Telephone : (973) 939-3600
Fax: (973) 939-3796

College's Insurance Carrier:



Philadelphia Insurance
Auto Policy # PHPK873792
231 Saint Asaph's Road
Suite 100
Bala Cynwyd, PA 19004

Telephone: 1-877-438-7459

Risk Management



STUDENT- DRIVER AUTHORIZATION APPLICATION

Motor Vehicle and - iBclm to 5125.4248-297 an

Utility Vehicle/GolfCartMap

