

Vehicle Fleet Management Program Requirements for Utility Vehicles

1. Required Safety Equipment

All utility and courtesy service vehicles to be used on campus must be equipped with:

- a. Headlamps
- b. Multi-beam lamps (exempt if used only during light hours). Courtesy service vehicles must have headlights but are not required to have multi-beam lamps.
- c. Tail lamps
- d. Stop lamps
- e. Turn signals
- f. Reflectors
- g. Brakes
- h. Parking Brake
- i. Mirrors
- j. Muffler (exempt if vehicle is electric powered)
- k. Horn
- l. Windshield wipers (exempt if not equipped with a windshield)
- m. Slow moving vehicle emblem on back
- n. Amber strobe light on roof (exempt if not equipped with a roof)

2. Additional Requirement

All utility and courtesy service vehicles must have liability insurance procured through the Texas Tech University Contracting Office and coordinated by the Texas Tech University System Office of Risk Management.