

Quivira Council Motor Vehicle and Off-Road Vehicle Policy

Adopted 2-18-2021 Quivira Council Properties Committee

Effective Date 2-19-2021

It is the Policy of Quivira Council that all motor vehicles used on Quivira Council properties and all off-road vehicles used on Quivira Council properties shall conform to and shall be operated in accordance with National Camping Standard FA-711.

Off-Road Vehicle Definitions:

- ATV (All Terrain Vehicle): A vehicle that travels on low pressure tires, with a seat that is straddled by the operator, along with handlebars for steering control.
- UTV (Utility Transport Vehicle): Motorized off-road vehicles designed to travel on four or more non-highway tires, with a steering wheel, non-straddle seating, seat belts, and an occupant protective structure.
- Golf Cart: A small car that is traditionally used to carry golfers and their equipment around a golf course
- LTV (Light Transport Vehicle): A utility motorized off-road vehicle designed to travel on four or more non-highway tires, with a steering wheel, non-straddle seating, limited to speeds not exceeding 20 miles per hour and does not require seatbelts or occupant protective structure/roll bar.

Specific Requirements of this Policy:

1. A first-aid kit and fire extinguisher shall be carried in all camp service vehicles. Operators and passengers shall use safety belts and rollover protective structures if provided by the original manufacturer, following the manufacturer's guidelines.
2. Vehicles owned by staff members, leaders and visitors are parked in designated camp parking areas. Privately owned vehicles may only be used under the direction of the Camp Director and/or Camp Ranger, and only for the tasks authorized by the Camp Director and/or Camp Ranger. The vehicles must be insured as required by the State of Kansas.
3. ATVs shall not be used for any program purpose other than the official BSA ATV safety program, using Council owned/operated ATV. All ATV operators other than within the safety course shall be 21 years of age and have provided documented proof of successful completion of the All-Terrain Safety Institute (ASI) safety training. This documentation shall be provided to the designated Council Staff member no less than 30 days prior to arrival at the council property. This documentation must be kept on file. All operators shall wear all required personal protective equipment. No deviation from the ASI course outline is permitted in the safe operation of the vehicle.
4. UTVs are only allowed during resident camp for the safe transport of youth with disabilities to program areas or for maintenance activities. The operator of the UTV shall be no less than 21 years old and provide documentation of the successful completion of the Hands-on Basic Driver Course component certified by the Recreational Off-Highway Vehicle Association. This documentation shall be provided to the designated Council Staff member no less than 30 days prior to arrival at the council property. This documentation must be kept on file. All operators

and passengers shall wear all required personal protective equipment, use seat belts, and all roll-over/occupant protective structures shall be in place as provided by the equipment manufacturer.

5. Golf carts and LTVs may be used during resident camp for the safe transport of youth with disabilities to program areas or for maintenance activities. Operators shall be no less than 21 years of age. Operators must be trained and have this training documented according to the specific manufacturer's requirement including operational limits. This documentation must be kept on file. This documentation shall be provided to the designated Council Staff member no less than 30 days prior to arrival at the council property.
6. Privately Owned ATV/UTV/Golf Cart/LTV shall conform to ALL the following:
 - The transport of youth with special needs, only
 - All Youth Protection (YPT) requirements shall be followed
 - In the Scout's Camp Physical, the need for a motorized vehicle must be noted as required by the signing physician (MD, OD, PA, NP)
 - A Special Needs Request Form be filed with the appropriate camp no less than 30 days prior to the arrival at the camp property.
 - The vehicle shall be inspected and certified as appropriate for use in steep and/or rocky terrain by an Authorized Dealer or maintenance facility.
 - A Certificate of Insurance must be presented to the Camp Director and/or Camp Ranger which names Quivira Council as a co-insured with such limits of not less than one million US dollars.
 - All ATV/UTV/golf cart/LTV shall be equipped with headlights, fire extinguisher, and first aid kit.
 - Horseplay, unauthorized use, use in unauthorized area, etc. in the sole discretion of the Camp Director and/or Camp Ranger shall result in the immediate revocation of authorization to operate said vehicle.
7. Passengers shall not be carried in the beds of trucks or UTVs/LTVs, on ATVs or on trailers.
8. Hayrides are allowable under the strict guidelines in the Guide to Safe Scouting.
9. Fifteen-passenger vans, regardless of ownership, may only be use if ALL the following conditions are met:
 - The van is of 2005 or later model year as indicated on the title/registration/doorpost nameplate
 - The van is equipped with Electronic Stability Control
 - The van is equipped with seatbelts for the driver and each passenger
10. Keys to Council-operated vehicles must be controlled as directed by Camp Director and or Camp Ranger.