

Policy for operation of MEAS vans
Walt Robinson (MEAS Head) 11/10/2011

Objective: To insure safe operations of MEAS vans

Any student who will drive an MEAS van (including those who have previously driven a van) should:

1) Take the online training provided by NC State Health and Public Safety and complete the online quiz:

<http://www.safety.ncsu.edu/15passvanwm/HTML/index.htm>

2) Forward quiz results via email to Jackie Sullivan with appointment request.

3) Make an appointment with Jackie Sullivan (jsulli3@ncsu.edu, 515-7911) to go over the operation of the van. This can be done when the student goes to pick up the vehicle (allowing 30-60 minutes for this). The following will be covered:

- Location of controls (use of side mirrors, lights, wipers, etc.)
- Procedures for starting and shutting down the vehicle
- What to do in case of an accident
- Backing up and parking
- A 10-30 minute test drive on local roads/highways to familiarize the driver with van handling and braking characteristics
- Key Bag and Van pickup and dropoff procedure