

Section:	Administration (AD)
Subject:	Security
Legislation:	<i>Traffic Safety Act (RSA 2000 cT-6); Use of Highway and Rules of the Road Regulation (AR 304/202).</i>
Effective:	September 21, 2017
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APPROVED: _____
President and CEO

POLICY

The policy of the Board of Governors is to provide a safe and healthy environment for members of the SAIT community by regulating the operation, use and storage of transportation devices, so that these devices are used safely and courteously on the SAIT campus.

PROCEDURE

DEFINITIONS

- Acrobatics** Any action on a transportation device in which both blades, skates or wheels are off the ground simultaneously, or where the device is being used in a manner not consistent with normal transportation.
- Cycle** Any cycle propelled by human muscular power on which a person may ride, regardless of the number of wheels that the cycle may have. For the purpose of this procedure, it includes a powered bicycle.
- Hover board** A two-wheeled motorized board consisting of a platform for feet, battery operated motor and steered by varying weight distribution, self-balancing board.

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Moped	A motorized pedal cycle with operable pedals, a motor rated at 1.5 horsepower or less with a cylinder displacement of less than 50ccs.
Motorcycle	A motor vehicle, other than a moped, that is mounted on two or three wheels.
Motor vehicle	A device used for transportation on roadways, such as cars, trucks, and motorcycles, and which is propelled by any power other than human muscular power. For the purpose of this procedure, it does not include a moped.
Personal transporter	A two-wheeled motorized personal vehicle consisting of a platform for the feet mounted above an axle and an upright post surmounted by handles, also known as a Segway™, a Shredder or a Hublex.
Rollerblade	A means of transportation composed of one or more wheels attached in a line or separately to the sole of a shoe or a boot, also known as roller skates or inline skates.
Roller shoe	Footware with one or more removable wheels embedded in each sole, similar to inline skates, allowing the wearer to walk, run, or, by shifting their weight to their heels, (also known as Heelys or Wheellys).
SAIT community	SAIT's governors, employees, students, contractors, consultants, agents, volunteers and visitors.
Scooter	A means of transportation consisting of a footboard mounted on two or more wheels and a long steering handle, propelled by resting one foot on the footboard and pushing the other against the ground.
Skateboard	A means of transportation consisting two or more wheels fixed to the bottom of a narrow board, propelled by resting one foot on the board and pushing the other against the ground, also known as a longboard or a pennyboard.

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Transportation device

For the purpose of this procedure, it includes a cycle, hover board, moped, personal transporter, rollerblade, roller shoe, scooter and skateboard. It does not include a motor vehicle.

GOVERNING PRINCIPLES

1. This procedure regulates the operation, use and storage of transportation devices on the SAIT campus, to help ensure the safety both of the users of these devices and of the SAIT community as a whole.
2. The following devices are prohibited on the SAIT campus:
 - a) off-highway vehicles, including but not limited to all-terrain vehicles (ATVs), pocket motorcycles and snowmobiles.
 - b) personal transporters.
3. This procedure does not apply to:
 - a) golf carts operated by the Facilities Management department or by the SAIT Students' Association (SAITSA), although these devices must be operated in a safe and courteous manner at all times.
 - b) mobility aids, such as wheelchairs, motorized wheelchairs, electric carts or similar devices operated by individuals with disabilities.
 - c) motor vehicles.
4. Users of transportation devices must maintain control of their actions at all times and may not operate these devices at high speeds or in ways that endanger the safety of themselves or others.
5. Acrobatics are prohibited on the SAIT campus.
6. SAIT is not responsible for the loss or damage to transportation devices, however caused. Any damage, loss of property, or injuries on campus should be reported through the Health Safety and Environment incident reporting system.
7. Users of transportation devices operate these devices at their own risk.

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PROCEDURE

A. Operation and Use on Campus

1. Transportation devices must yield the right-of-way to pedestrians when on roadways, sidewalks and pathways.
2. Transportation devices must not exceed the speed limit of 10 km/hr while on the SAIT campus.
3. Transportation devices are not permitted:
 - a) On or over landscaping, gardens, grass, and other horticultural areas.
 - b) On steps, stairways, access ramps, retaining walls, seat walls, benches, railings or similar architectural features.
 - c) On the Cohos soccer field.
 - d) To be ridden inside SAIT buildings.
4. Transportation devices, with the exception of bicycles, powered bicycles, and mopeds, are prohibited on the roadways except when users are crossing the roadway at an authorized crosswalk.

B. Storage and Abandonment

1. Transportation devices are prohibited from being locked or stored:
 - a) against any fencing, trash receptacles, artwork, benches or signage.
 - b) against any trees, bushes or landscaping;
2. Cycles must be stored only in approved storage areas and/or approved racks. Security will remove cycles that are stored in breach of this procedure.
3. Rollerblades, skateboards and scooters may be stored in lockers or in employees' designated personal office spaces if those devices are not electrical and are not an obstruction to the public.

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4. Hover boards, electrical skateboards and other types of electrical transportation devices are prohibited from being stored or charged inside SAIT buildings.
5. Security will remove and dispose of an abandoned transportation device.

C. Non-Compliance

1. Security will remove any transportation device stored in breach of this procedure.
2. A user who breaches any safety provision of this procedure may be subject to:
 - a) Security's verbal warning and/or seizure of the user's transportation device;
 - b) non-academic misconduct provisions of procedure AC.3.4.1 Student Code of Conduct (in the case of a student user); and/or
 - c) discipline provisions of procedure HR.4.4.1 Corrective Action Procedures (in the case of a SAIT employee user).
3. A person whose misuse of a transportation device causes property damage to another person or to SAIT may be required to pay restitution for that damage.

POLICY/PROCEDURE REFERENCE

AD.4.5 Transportation Devices policy

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