



# Environmental Health Safety and Risk Management

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[Alaska Statute 28.15.021](#)

[Alaska Statute 28.15.101\(d\)](#)

[AAA Exchange](#)

[UAF Transportation Guide](#)

[The Travelers Company Inc.](#)





Ensure driving meets the core mission of the university and 4-H

Meet

- Poses current and valid Alaska drivers license

- Be 21 years of age

- Three years licensed experience

- Have not been convicted within last \_\_\_\_\_ years for DUI, two or more moving violations, reckless driving, or two or more at fault accidents

- Complete UAF Drivers Training

Complete Category 1 form, provide all information requested and have 4-H Agent sign/approve the form

DMV records from states residing in for the last three years

If a volunteer does not meet the above criteria, the 4-H agent or 4-H

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## Volunteers driving UAF vehicles or a rental

Ensure driving meets the core mission of 4-H and the university

Posses current and valid drivers license

Complete the Driving Waiver Approval Form and meet qualifications:

- Be 21 years of age

- Complete Category 1 form and have 4-H Agent sign/approve request

- Have 3 years licensed experience

- Be in compliance with licensing and insurance requirements

- Provide DMV records from states residing in for the last        years

- No DUI, No reckless driving, no infractions in the last 3 years

- Complete UAF Drivers Training

Submit the Waiver Approval Form to Risk Management with all of the additional paperwork attached

[Click Here Driver Forms](#)



Do not be alone with a minor unless you're the parent or guardian –

Follow the \_\_\_\_\_ If this is not possible,

Contact parent or guardian and provide estimate time leaving and arriving; OR

Have parent or guardian on phone for duration of the trip

Ensure you and all of your passengers wear seatbelts

Do not use a cell phone or text while driving

Do not operate motor vehicle under the influence of alcohol or drugs

Report all accidents, injuries, or damages to your vehicle or rental to a 4-H agent. For UAF vehicles report accidents or damage to Facility Services Transportation Department (x7000)

Citations and fines are the drivers responsibility

Be courteous and respectful when driving " You represent 4-H, CES, and \_\_\_\_\_ the university

The university self-insures for \_\_\_\_\_ to UAF owned, leased, and rented vehicles up to 10 years old

There is a departmental deductible \$2,500 per accident regardless of fault when using UAF vehicles or rentals

However, if the accident is not fault of a 4-H volunteer, UA Claims will work to recover all costs from the driver at fault and return the deductible amount to the department

UAF \_\_\_\_\_ insure privately owned vehicles. If you decide to use your vehicle for 4-H purposes, your vehicle's insurance is primary for physical damage





## Vehicle insurance coverage exceptions:

The driver and/or department may be responsible if:

- The vehicle is operated in violation of university policy, procedure, or regulation

- Deviation from official business resulting in a loss or claim

[UAF Insurance Information](#)

**Note: All cases will be individually reviewed to determine insurability**

In all injury cases involving UAF-owned, leased or rented vehicles:

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If you choose to drive your POV, be sure your vehicle insurance will cover costs for an accident that occurs for 4-H business

UAF                    provide any physical damage coverage for your POV. Your personal insurance carrier would cover damages

If you are pulling a UAF or your own trailer with your POV, your vehicle's insurance will be primary for the damage

If you are transporting                    in your own vehicle, your vehicle's insurance will be primary



Render or summon emergency services if needed (911)

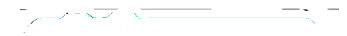
Do not move an injured person unless they are in imminent danger

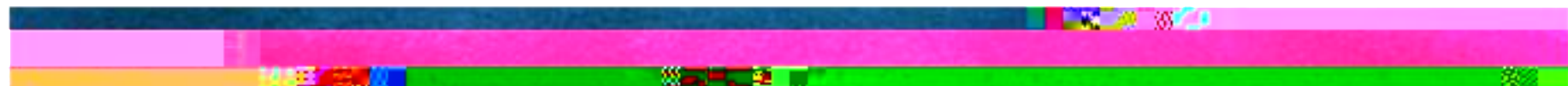
Avoid moving vehicle unless there is a compelling safety reason, or instructed by a law enforcement officer

Cooperate with authorities. Provide factual and direct answers

Avoid providing subjective perceptions and opinions

Never admit liability or fault





It is essential if you are in an accident to follow the accident notification procedures below:

accident – if needed call 911 then, if possible notify your 4-H agent and they will submit an [incident report](#) online. If you are hospitalized, there is a death, dismemberment, or eye injury your agent will call EHSRM at:

Work Hours: 907-474-5476 or 907-474-6164

After Hours: 907-474-7721 – University Dispatch will notify EHSRM

damage – Agent submit an [incident report](#) within 48-hours

motor vehicle accidents – Agent submit an accident/incident report as soon as possible, but within 24 hours

Before leaving the rental car parking lot and upon returning the vehicle

Perform a detailed vehicle inspection – take photos of the vehicle, if possible, to record the condition of the vehicle

Record all noted deficiencies and bring them to the attention of rental agency

Often times, claims are very difficult to resolve if a detailed inspection is neglected

Remember renting vehicles in foreign countries may require special insurance. Contact [EHSRM](#) for any questions or concerns





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Posted speed limits are for "ideal" weather & maximum visibility

Posted speed may not be valid in poor conditions; A citation could be issued by law enforcement authorities

Before you go . . . completely clear vehicle of snow and ice!

Use caution, bridges and overpasses freeze before other road surfaces

Beware of "black ice" on dry roadways

[More tips on Inclement Weather Driving](#)

If your planning to build your own bag the link below is a good start

For remote areas don' t forget to take extra money

[Survival Kit Information](#)





Contact EHSRM for any assistance with

Insurance

UAF Driving Waiver Approval Forms

Drive safely and always wear seatbelts

Know how your vehicle handles and be prepared for the unexpected

Test drive before you go!

Grab a survival bag and pack extra cold weather clothes

Remember you represent 4-H, CES, and UAF



In an Emergency:

4-H Contact

Campus Hotline: (Fairbanks) 907-474-7UAF (7823)

Facilities Services: (Fairbanks) 907-474-7000

Emergency Information: [www.uaf.edu/alert](http://www.uaf.edu/alert)

Safety Information: [www.uaf.edu/safety](http://www.uaf.edu/safety)





# QUESTIONS?

To take your test use link below

[Drivers Training](#)