



I. Purpose

- A. To promote responsible actions in regard to environmental and economical concerns for the greater good of the community at large. Also, to eliminate all unnecessary idling by, but not limited to, university vehicles, buses, charters or any other vehicle that may experience lengthy idling time(s).
- B. Butler University strongly encourages adherence to the following procedure to ensure that, but not limited to, university vehicles and equipment, visiting buses, or charters are operated and maintained in a manner that minimizes air pollution, maximizes fuel efficiency, and reduces wear to the vehicle.

II. Guidance

- A. Applies to anyone operating a vehicle on the campus of Butler University.
- B. Operators of said vehicles should conserve fuel usage.
 - 1. Minimizing idle time. Do not allow vehicles or buses to idle for any length of time unless necessary to accomplish work related tasks.
 - a. Work related tasks can be described as staging tractor trailers in order to unload/load equipment, supplies, or deliver materials.
 - 1. Example: Food service delivery, mail delivery, medical supplies/equipment delivery.
 - 2. Example: Staging equipment, musical equipment, or any other production equipment being used for a major production at Clowes Memorial Hall.
 - b. Work related tasks are not considered the time between drop off and pick up times.
 - 1. Example: Dropping off students for a student matinee at Clowes Memorial Hall and waiting for the conclusion of the production to pick students up.
 - 2. Example: Allowing a team bus to idle for the duration of a sporting event.
- C. Operators of said vehicles should reduce vehicle warm-up times.
 - 1. When vehicles arrive at loading or unloading areas to drop off or pick up passengers, they should turn off their vehicle as soon as possible to eliminate idling time and reduce harmful emissions.
 - a. Diesel exhaust from idling school buses can accumulate in and around vehicles and pose a health risk to children, adults, drivers, and the community at large.
 - b. Idling buses also wastes fuel and financial resources.



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2. Vehicles should not be restarted until it is ready to depart and there is a clear path to exit the pick-up area. Exceptions include conditions that would compromise passenger safety, such as:
 - a. Extreme weather conditions
 - b. Idling in traffic
 - D. During morning start-up, vehicles will idle no longer than the allowed time limits for the following temperatures:
 1. 32 degrees Fahrenheit and above – 5 minutes
 2. 20 degrees Fahrenheit – 32 degrees Fahrenheit – 15 minutes
 3. Below 20 degrees Fahrenheit – 30 minutes or until all windows are defrosted and all safety equipment is operable.
 - E. Shore Power Usage
 1. Tour buses, bloodmobiles, mammogram mobiles, etc. should, whenever feasible hook up to shore power.
 2. To utilize the available shore power, please contact either Clowes Memorial Hall or CSE.