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# EAST TENNESSEE STATE UNIVERSITY

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## Facilities Management

**Policy Number:** 1300.1

**Title:** No Idling Policy

**Implementation Date:** July 31<sup>st</sup>, 2013

**Last Audited:** June 3<sup>rd</sup>, 2024

**Last Revised:** June 3<sup>rd</sup>, 2024

### **Introduction**

- ✦ Unnecessary idling poses a risk to people in the vicinity and to the environment.
- ✦ Vehicles or equipment parked next to buildings pose an indoor air quality issue when fumes enter the building through fresh air intakes.
- ✦ Idling contributes to the release of greenhouse gases into the atmosphere.

### **Purpose**

The purpose of this policy is to minimize idling time in all aspects of vehicle operation, reducing fuel consumption and greenhouse gas emissions, and improving protection of health.

### **Scope**

This policy shall apply to all facilities management employees while driving facility management vehicles.

### **Procedures**

1. Vehicles may be idled while mechanical de-icing, such as use of an ice scraper or other equipment, is conducted.
2. Vehicles are not to be idled for any extended period of time at the job site or otherwise in use unless such idling is required to perform the job at hand.
3. The supervisor may authorize the use of the vehicle heater-defroster or air conditioner for the work crew's comfort.
4. At no time will vehicles be left idling while unattended.

**Responsibilities**

All Facilities Management employees using university vehicles are responsible for adhering to this policy. All Facilities Management directors and supervisors will ensure that their subordinates adhere to this policy. All Facilities Management employees using university vehicles share the responsibility of following and encouraging compliance with this policy. Facilities Management employees who fail to comply with this policy may be subject to disciplinary action for noncompliance with University policies.

**References**

PPP - 70 Progressive Disciplinary Policy.

**Contact Person**

Associate Vice President  
Director of Facilities  
Director of Operations  
Sustainability Coordinator

**Approved by:** \_\_\_\_\_  
Laura Bailey, Associate Vice President, Capital Planning and  
Facilities Services

**Date approved:** \_\_\_\_\_

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June 3<sup>rd</sup>, 2024

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