

Subject: Vehicle/Equipment Idling Policy	Departmental Policy No. 6-1
	Effective: Upon Approval

I. Purpose

The intended purpose of this policy is to minimize vehicle emissions, to reduce fuel consumption, and to prevent unauthorized use of City vehicles and/or equipment.

II. Scope

This policy applies to all Department of Public Works & Engineering employees and supersedes any other former Departmental policy, procedure or directive.

III. Definitions

Idle - The operation of an engine in the operating mode where the engine is not engaged in gear.

Motor vehicle/equipment - Any self-propelled device powered by an internal combustion engine and designed to operate with four or more wheels in contact with the ground, in or by which a person or property is or may be transported.


Other engine – A gasoline, diesel, propane, CNG, or other petroleum-fuel based device with an internal combustion engine, that is not a motor vehicle as defined above, but which is mobile and is utilized in construction, earth-moving, materials management, transportation or grounds-keeping type operations.

IV. Policy

Idling Restriction

No Public Works & Engineering employee shall cause or allow a motor vehicle/equipment or other engine under his or her control to idle for more than five (5) consecutive minutes when the motor vehicle/equipment is not in motion or when the other engine is not being used for its primary function.

No Public Works & Engineering employee shall intentionally switch the motor vehicle/equipment or other engine off and back on in a manner that would serve to satisfy the five-minute limitation, but circumvent the purpose of this policy.

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Exceptions:

1. The motor vehicle is prohibited from movement due to traffic conditions over which the operator has no control.
2. The motor vehicle or other engine is being used in an emergency or law enforcement capacity.
3. The motor vehicle or other engine is being used as a primary power source for another device such as a power take-off (PTO) unit.
4. The motor vehicle or other engine is being operated for maintenance or diagnostic purposes.
5. The motor vehicle is idling to operate the air conditioning or heating system to address a serious and immediate employee health or safety reason.

V. Compliance

Adherence to the above is mandatory. Any employee who violates this policy may be subject to discipline up to and including indefinite suspension by the Director of the Department of Public Works & Engineering.

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