

**NEWBURY & CROOKHAM GOLF CLUB
USE OF BUGGIES**

SAFE WORKING PRACTICE

1. General

The users of golf buggies have a duty of care to all people on the golf course premises. The topography of certain areas of the course is such that caution and prudence must be shown by the user of a buggy. It is also necessary to provide a safe means of access for all golfers including those given permission to use buggies.

The Club attempts to ensure the safety of all golfers who might be at risk from a mechanically defective buggy or a buggy drivers' negligence while operating the vehicle.

To assist with the safe employment of buggies all users (members and visitors) shall comply with the following general conditions:

1. Buggies must be operated with the utmost courtesy, care and consideration for the safety and convenience of other people on the golf club's premises and other buggy users. People on foot must be afforded the right of-way at all times. Buggies should not be operated outside of the golf club's premises.
2. The signs and instructions employed on the course to warn buggy users of potential danger areas and areas forbidden for buggies because of the potential to cause injury or damage (or unacceptable wear and tear to the buggy or course), must be followed at all times.
3. Buggies must be operated and parked in such a manner that they do not impede or interfere with normal pedestrian or vehicular flow on roadways, car parks, ramps or pavements.
4. Buggy users will be responsible for the security of ignition keys for the duration of the hire period.
5. No buggy should be operated in excess of 15km per hour. All speed limits must be observed.
6. Buggies shall be used only between dawn and dusk.
7. Operators must stop the buggy at blind intersections and proceed with caution.
8. The consumption of alcohol and/or the improper use of drugs when using a buggy is strictly forbidden.
9. Only those that are aged 17 years or older and hold a full, valid driving license can hire and operate a buggy. Minors can be passengers in a buggy providing the above stipulation is met.
10. The General Manager has the authority to immediately prohibit any individual from using or being carried on a buggy.
11. Newbury & Crookham Golf Club accepts no responsibility or liability for ensuring the safe operation of buggies on the golf club's premises or beyond its boundaries. The Club also accepts no responsibility or liability for injury or damage caused as a result of negligence by a buggy user.

2. Before Use

2.1 The buggy driver must read and sign a Safety Policy Acknowledgement form before they are allowed to hire and drive a buggy.

2.2 A buggy shall only be used for the number of occupants it was designed to carry and only by people who are authorised to use one.

3. During Use

3.1 Do not move off until the occupants are seated.

3.2 Always remain seated and hold on while the vehicle is in motion.

3.3 Hands, feet and head must be kept inside the buggy at all times while the vehicle is in motion.

3.4 Buggies must not be driven in prohibited areas.

3.5 Buggies must be used to progress the game and must not be driven up and down excessively, eg. when looking for golf balls.

3.6 Buggies must not be driven on to tees, greens, the slopes leading up to them or between green side bunkers and greens.

3.7 The vehicle must not be used within 2 metres of any bunkers, ditches or slopes leading to them.

3.8 Check the area behind the vehicle before reversing.

3.9 Set the parking brake before leaving the vehicle.

3.10 Always consider the terrain as well as the environmental factors that may affect your ability to operate the vehicle safely

- Drive the vehicle only as fast as the terrain and safety considerations allow.
- To avoid tipping over, drive the buggy straight up and down slopes.
- Slow down before corners.
- All turns must be executed at reduced speeds.
- Avoid sudden stops or changes of direction that may result in loss of control.
- Be extra careful when the course is wet and muddy.

4. After Use

4.1 When the vehicle is left unattended, turn the operating key to the off position, remove the key and engage the parking brake.

4.2 Return the key to Pro shop or as directed.