



CITY OF WATAUGA – PERSONNEL, ADMINISTRATION AND FINANCIAL POLICIES AND PROCEDURES MANUAL

POLICY TITLE	Clean Fleet Policy
INITIAL EFFECTIVE DATE	March 28, 2016
LAST REVISION DATE	New
POLICY NUMBER	15.02

OBJECTIVE The City of Watauga’s Clean Fleet Policy outlines the City’s commitment to conserve fuel and money and reduce air pollution.

SCOPE This policy applies to all employees who operate City vehicles of any type on either a regular or occasional basis. Furthermore, any City employee who does not adhere to this policy may be subject to disciplinary action up to and including termination.

POLICY

The City is committed to operating its fleet in a practical cost-effective and eco-friendly manner as outlined in the City of Watauga Code of Ordinances, Chapter 2, Article VIII Sections 2-347 through 2-350. Unnecessary idling wastes fuel and money and releases harmful pollutants that contribute to poor air quality.

A. Idle Reduction

City gasoline, diesel, and/or alternative fuel powered vehicles and equipment, regardless of size, shall be idled only as necessary to perform the required duties of a given employee’s position or the essential function(s) of the equipment.

A driver of a City vehicle must turn off the engine upon stopping at a destination, and must not cause or allow an engine to idle at any location for more than five (5) consecutive minutes. An operator of an off-road piece of equipment must not cause or allow the off-road equipment to idle at any location for more than five (5) consecutive minutes. At no time shall a vehicle be allowed to idle when unattended.

The following circumstances are considered “necessary” reasons for an idle situation to occur:

1. Vehicle Type:
 - 14,000+ lbs. GVWR vehicle with 2008 or newer heavy-duty gasoline, diesel, or alternative fuel certified by EPA or state agency to emit less than 30 grams of NOx per hour of idling.
 - Emergency and law enforcement vehicles.
 - Commercial/public transportation or passenger transit operations.

2. Operations:
 - Idling due to traffic congestion.
 - Motor run as power source for mechanical operations.
 - Idling during operation for maintenance/diagnostic purposes.
 - Operation of engine while defrosting a windshield.
3. Air Conditioning and Heating Provisions:
 - For passenger comfort and safety in vehicles intended for commercial/public passenger transportation or passenger transit operations (30-minute maximum).
 - For employee health or safety while employee is using vehicle to perform an essential job function.
 - During a government-mandated rest period.

B. Eco-Driving Measures

Eco-driving is a term used to describe energy efficient use of vehicles. It improves road safety as well as the quality of the local and global environment and saves fuel and costs.

1. Avoid unnecessary idling.
2. Avoid aggressive driving such as speeding and aggressive accelerating and braking.
3. Drive defensively.
4. Use the air conditioner sparingly to and from jobsite or work related destination.
5. Avoid carrying unneeded equipment (especially heavy items).
6. Consolidate personnel and trips whenever possible to avoid operating two or more vehicles.
7. Plan all work for the entire day and load all necessary materials to avoid extra trips to the shop or office.
8. Plan route ahead of time to take the most efficient route to all jobs for the day.
9. Take only the vehicles required for the project to the job site.