

EDMONTON

ADMINISTRATIVE PROCEDURE



TITLE

VEHICLE IDLE CONTROL

NUMBER

A1447

DEPARTMENT

CORPORATE SERVICES

DELEGATED AUTHORITY

**GENERAL MANAGER, CORPORATE
SERVICES**

CONTACT

**DIRECTOR, FLEET SUPPORT, MOBILE
EQUIPMENT SERVICES 496-6449**

DEFINITIONS

DATE

MARCH 20, 2008

Idling - The operation of the engine of a vehicle while the vehicle is not in motion and not being used to operate auxiliary equipment that is essential to the basic operation of the vehicle.

Unattended - not in the immediate vicinity of or under constant and direct observation.

Greenhouse gases (GHG) - are gaseous components of the atmosphere that contribute to the "greenhouse effect". The most common greenhouse gases include water vapor, carbon dioxide, methane, nitrous oxide and ozone.

Driver or Operator – employee who is driving, using or is in care and control of a City vehicle or City equipment.

City Vehicle - any car, truck, bus, or similar self-propelled conveyance, limited in this policy to those owned, or leased through the City of Edmonton.

City Equipment - any motorized unit which may or may not be self-propelled or mounted on a truck or trailer limited in this policy to those owned or leased through the City of Edmonton.

City Driving Permit – A temporary permit issued by Fleet Safety to an employee, contractor or volunteer who operates vehicles or equipment owned or leased through the City of Edmonton.

City of Edmonton Driver Manual – An employee manual which outlines the expectations for employees who operate City vehicles or equipment. This manual is available from the Fleet Safety Section of Mobile Equipment Services Branch, Corporate Services Department.

PROCEDURES AND GUIDELINES

Vehicles and equipment are to be operated in accordance with standards contained in the City of Edmonton Driver manual and relevant traffic or safety legislation.

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Employees are responsible for working safely. In situations where adherence to this procedure may compromise worker safety, operators are expected to use reasonable judgment in determining compliance.

Vehicle engines must be shut off when idle time is expected to exceed **30 seconds**.

Vehicles must not be left unattended while idling except in situations authorized by specific department procedures.

Vehicles may be idled for heat to assist while the operator mechanically clears the windows and mirrors from frost, ice or snow.

During warm-up the vehicle must not be idled longer than necessary to ensure safe operation. This warm-up time may vary dependant on the time of day, weather conditions, outdoor temperature, type of vehicle being operated or how much time has elapsed since the last previous engine start. For example, after several hours of inactivity, a longer period of idling for air brake equipped vehicles may be necessary to achieve proper air brake system pressure.

Exceptions

Operators are expected to use reasonable judgment in adhering to this procedure when the following conditions exist:

Animals, plants or temperature-sensitive materials are onboard.

Vehicle is providing power for on-board equipment, inverters, computers, lift platform, air tools, PTOs, emergency lighting, equipment or auxiliary lights.

Vehicle is attending an emergency scene.

Vehicle is participating in, or supporting public functions; e.g. parades.

When the vehicle is stopped while driving as a result of traffic lights, pedestrians or other regular delays encountered in traffic.

Vehicle is being taken for service due to a mechanical problem provided the vehicle is not left unattended.

Vehicle is involved in situations over which the driver has no control such as, severe weather conditions or mechanical difficulties.

Vehicles may be idled to support personal comfort if they are occupied and the outside temperature is:

Hotter than twenty-seven degrees Celsius (27°C.); or

Colder than minus 10 degrees Celsius (-10°C.); or

Any other time when the health and safety of employees or others may be jeopardized.