



DEPARTMENT OF ADMINISTRATIVE SERVICES
INTERNAL POLICIES AND PROCEDURES

Automotive Idling Reduction Policy

Effective: July 1, 2012

Revised: May 1, 2017

Reviewed: May 1, 2017

References:

- Executive Order 2012-5, "Automotive Idling Reduction"
(<https://rules.utah.gov/execdocs/2012/ExecDoc152817.htm>)
 - DAS Incentive Awards Policy
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Purpose:

The purpose of this policy is (1) to reduce unnecessary pollution from State vehicles, and (2) to reduce fuel operating expenses for State vehicles.

Background:

On May 31, 2012, Governor Gary R. Herbert signed Executive Order 2012-5 which directs each State vehicle driver to turn off the vehicle's engine whenever it is expected to be stopped for longer than 30 seconds. Additionally, the Executive Order directs each agency to develop a policy consistent with the Executive Order that requires compliance with the Order for all drivers of State-owned fleet vehicles. This policy permits an agency to recognize and/or reward an employee for compliance.

Scope:

This policy applies to employees of the Department of Administrative Services (DAS) who drive a vehicle that is owned or leased by the State.

Definitions:

For the purpose of this policy:

1. "DAS" means Department of Administrative Services.
2. "Division" means the organizational units of DAS identified in Section 63A-1-109, and 63A-5-101.
3. "State Vehicle" has the same meaning defined at Subsection 63A-9-101(8).

Policy:

Generally:

A driver shall turn off the vehicle's engine whenever it is expected to be stopped for longer than 30 seconds. However, a driver may allow a vehicle to idle:

1. when the vehicle is stopped in traffic, such as a red light;



2. when idling is necessary to promote the safety or well-being of vehicle occupants or others;
3. when idling is necessary to operate vehicle equipment;
4. when idling is necessary to inspect or service the vehicle;
5. when manufacturers recommend that an engine be permitted to idle for a certain period prior to shut down; or
6. in emergency situations.

Recognition for Idle reduction:

DAS may recognize vehicle operators each year whenever the miles per gallon data captured in the Fleet information system improves at least 3% over the previous year. An employee assigned to a vehicle with an improved percentage may be recognized by the employee's division according to the DAS Incentive Awards policy.

Idle Reduction in privately-owned vehicles:

DAS encourages its employees to follow this automotive idle reduction policy in privately owned vehicles.