



Administrative Regulations

Office of the Mayor

Title: ANTI-IDLING POLICY: VEHICLES & EQUIPMENT

A.R. Number: 6.6 Effective Date: 12/1/2011 Page: 1 of 2

Supersedes: N/A A.R.: N/A DATED: N/A

I. PURPOSE

This regulation contains the City of Richmond's Policy relating to the idling of any vehicles or equipment owned, leased or fueled by the City of Richmond. Contractors, subcontractors, and vendors doing business with the City are encouraged to follow this policy when conducting business for the City.

The unnecessary idling of vehicles and equipment wastes money, fuel, contributes to air pollution, and causes premature engine wear. It is every City employee's responsibility to minimize fleet operating costs while reducing harmful effects to the environment.

The purposes of this Policy are to:

- Reduce fuel consumption and associated costs to the City of Richmond
- Reduce engine wear
- Protect the health of employees and citizens through reduction of harmful vehicle emissions

II. PROCEDURES

The City of Richmond fleet vehicles and equipment will not be stationary with the engine operating for more than five (5) minutes unless it is essential for performance of work or otherwise specified below. When engines must be left operating, for any reason, the operator shall remain with the unit. The engines of unattended or unoccupied vehicles should be turned off.

A. SPECIFIC PROVISIONS

1. Heavy Duty Diesel Powered and Compressed Natural Gas (CNG) Motor Vehicles

The following provisions shall apply to the operation and start-up of heavy-duty diesel and CNG powered motor vehicles. For the purposes of this section, the term "heavy-duty" shall apply to any motor vehicle with a gross vehicle weight of more than 8,500 pounds or with a passenger carrying capacity of more than 12 persons (i.e., passenger transport vehicles) regardless of fuel type.

- a. No operator shall permit, cause or allow the engine of a heavy-duty vehicle to idle prior to or at the conclusion of, any trip for any period of time beyond that which is reasonably required to attain, or to secure from, normal operating conditions. The maximum allowable period of idling shall not exceed two (2) consecutive minutes except under the following initial start-up conditions:
 - (i). The engine may be idled for the purpose of start-up for a period of up to five (5) consecutive minutes when the ambient temperature is more than 32°F (0°C), and/or until the air pressure on the vehicle has reached the proper operating PSI.
 - (ii). The engine may be idled for the purpose of start-up for a period of up to ten (10) consecutive minutes when the ambient temperature is less than 32°F (0°C), and/or until the air pressure on the vehicle has reached the proper operating PSI and the engine temperature is sufficient to remove frost / ice from the windshield for safety reasons.

2. Service Delivery Vehicles

All service delivery vehicles shall turn off the engines while making deliveries or pickups.

3. Refueling

Refueling operations shall be conducted with vehicle engines and external equipment shut off. This includes times when portable fuel cans or on-board equipment, such as a generator, is being fueled. Responsibility for shutting down the vehicle lies with the driver/operator.



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B. EXCEPTIONS

Due to the diverse nature of the City's vehicle fleet, in terms of vehicle type, function and operating characteristics, a series of operational exemptions to this policy are listed below. Although the vehicles in this section are exempted from the anti-idling requirement, operators should minimize vehicle idling time as much as possible

1. Emergency vehicles and equipment while engaged in operational activities, responding to emergency situations, or performing an activity directly related to a public safety function.
2. Vehicles that are required to idle in order to operate auxiliary equipment (including, but not limited to, hydraulic equipment, welding equipment, pumps, compressors, or lights).
3. Vehicles that are required to idle in order to operate equipment for work related purposes including, but not limited to, laptop computers or to charge the batteries on electronic equipment such as cell phones, radios or laptop computers.
4. Vehicles equipped with temperature sensitive equipment.
5. Vehicles that must be kept at an appropriate temperature for the health and safety of occupants being transported (persons or animals).
6. Vehicles and equipment that are being serviced; times when actual mechanical work is being performed on a vehicle that necessitates the engine needs to idle for a longer period.

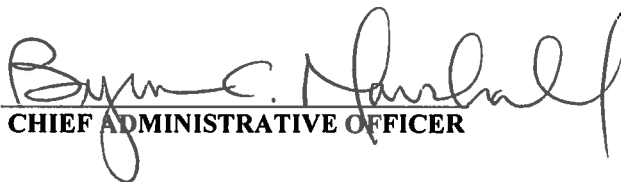
III. DEFINITION

Idling refers to the operation of a motor vehicle (licensed or unlicensed) or piece of equipment, regardless of fuel type, while that vehicle or equipment is stationary.

IV. REGULATION UPDATE

The Office of the Chief Administrative Officer and the Office of Sustainability shall be responsible for modifications to this Regulation.

RECOMMEND APPROVAL:


CHIEF ADMINISTRATIVE OFFICER

APPROVED:


MAYOR