

# City of Rochester Idling and Top-off Policy

October 2014

## Policy Overview:

All vehicles and equipment, regardless of fuel type and size, operated by City of Rochester employees or by others, for official City business, 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.

## Policy Purpose:

1. Protect public health by reducing such air pollutants as; NO, PM<sub>10</sub>, CO, CO<sub>2</sub>, and VOCs
2. Promote fuel conservation
3. Reduce wear and service needs
4. Reduce noise
5. Save money

## Policy Requirements:

This policy shall be referenced in and apply to contracts with third-party service providers.

1. Engines should be shut off as soon as possible, not to exceed 3 minutes of idling time.
2. Engine warm-up periods will not exceed one minute (provided required air brake pressure and/or other critical settings have been reached). External warming devices should be employed instead of overnight idling during frigid temperature conditions.
3. When fueling any City vehicle/equipment, do not top-off past the point where the fuel overflow safety system shuts down the fueling process.

## Policy Exceptions:

This Policy recognizes Rochester's periods of harsh weather. These Policy exceptions permit us to accomplish the Policy's purpose, while protecting worker health, safety and performance.

## Vehicles may idle:

1. When the manufacturers' recommended shutdown idling periods exceed this policy.
2. While on an emergency scene as required to respond to the emergency or when required for training operations.
3. During weather conditions or any other time when the health and safety of employees or others may be jeopardized and no suitable building is available (not for rest periods).
4. When unattended if operationally required to safely perform a job function.
5. While stopped for an official traffic control device or for traffic conditions over which the driver has no control.
6. If the vehicle/equipment is not expected to restart due to a mechanical problem (notify your fleet's mechanics ASAP).
7. For vehicle inspection, maintenance and diagnostic purposes (to be kept to an absolute required minimum).
8. If the vehicle/equipment manufacturer requires additional idle time for warm up or cool down for proper mechanical or functional operation of the unit.
9. To maintain a safe climate for Police K9 or Animal Control vehicles
10. If the engine is required to clear windshields or power auxiliary equipment (e.g., a hoist, lift platforms, hydraulic tools, inverters, compactors, medical equipment, specialized radio equipment, computer systems, etc. when no auxiliary power unit is present\*).

\* Various Axillary Power Units are available that will reduce idling times.