

**UNIVERSITY OF ROCHESTER
ENVIRONMENTAL HEALTH & SAFETY**

Policy No.: FS049	Approved by: Mark Militello
Title: E-Bikes & E-Scooters	Date: 6/5/24
Revision No.: 001	Page 1 of 3
Prepared by: Hannah Monachino	
EH&S Department Use Only: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	UR Website: <input checked="" type="checkbox"/> Public <input type="checkbox"/> Restricted

I. PURPOSE

The purpose of this policy is to mitigate the potential fire hazards associated with e-bikes and e-scooters containing lithium-ion batteries within buildings. This policy aims to protect occupants, property, and the environment by prohibiting the installation, storage, or use of lithium-ion batteries in buildings under our jurisdiction. It also seeks to enhance the safety and well-being of all students, faculty, staff, and visitors by prohibiting the use and storage of e-bikes and e-scooters inside all university-owned/occupied buildings. This policy aims to minimize fire hazards, ensure clear evacuation routes, and maintain a safe environment for all occupants.

II. SCOPE

This policy applies to all university-owned or occupied buildings, including but not limited to patient care buildings, research buildings, office buildings, academic buildings, administrative buildings, residence halls, dining facilities, and recreational facilities. It is applicable to all members of the university community, including students, faculty, staff, contractors, and visitors.

III. PERSONNEL AFFECTED

UR Fire Safety
Facilities
Residential Life
Students
Employees

IV. DEFINITIONS

E-Bike: An electric bicycle equipped with a motor that provides assistance to the rider.

E-Scooter: An electric scooter powered by an electric motor and typically used for short-distance transportation.

Lithium-Ion Battery: A type of rechargeable battery commonly used in portable electronics and electric vehicles.

V. RESPONSIBILITIES

1. Education and Awareness:

- Building owners, occupants, visitors, and other stakeholders shall be educated about the risks associated with e-scooters and e-bikes in

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buildings and the importance of compliance with this policy. Awareness campaigns, signage, and informational materials shall be provided to ensure understanding and compliance.

2. Alternative Parking Options:

- Building owners and property managers are encouraged to designate safe and appropriate areas outside the building for parking and securing e-scooters and e-bikes. Bicycle racks, designated parking zones, or secure storage facilities should be provided to accommodate users.
- Currently, only Brooks Crossings has a specialized E-room that permits the indoor storage of e-bikes and e-scooters.

VI. PROCEDURES

Prohibition of Entry: Electric scooters (e-scooters) and electric bikes (e-bikes) are strictly prohibited from being brought into or ridden within buildings, including all UR residential, business, commercial, industrial, and institutional structures.

Prohibition of Storage: Storage of e-scooters and e-bikes within buildings, including lobbies, offices, corridors, stairwells, and other common areas, is strictly prohibited. This includes temporary storage during transit or visits to the building. Exceptions apply for storage within designated rooms at Brooks Crossing.

Prohibition of Charging: Charging of e-scooters and e-bikes within buildings is strictly prohibited. Charging devices or stations for these vehicles shall not be installed or operated within the building premises.

Designated Outdoor Parking: The university will provide designated outdoor parking areas for e-bikes and e-scooters. These areas will be clearly marked and equipped with appropriate locking mechanisms to ensure the security of the vehicles.

Fire Safety: The presence of e-bikes and e-scooters inside buildings poses a significant fire hazard due to the potential for battery malfunctions and charging-related incidents. In the event of a fire, e-bikes and e-scooters can obstruct evacuation routes, hindering the safe exit of building occupants.

Enforcement: Violations of this policy may result in disciplinary action, including but not limited to fines, confiscation of the e-bike or e-scooter, and/or referral to the appropriate disciplinary body.

If an e-bike or e-scooter is found inside, DPS shall be contacted (275-3333) to document the findings as a violation of University regulations.

Exceptions: Exceptions to this policy may be granted on a case-by-case basis for individuals with disabilities who require the use of e-bikes or e-scooters as

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mobility aids. Requests for exceptions must be submitted to the Office of Disability Services for review and approval.

Education and Awareness: The university will conduct regular fire safety awareness campaigns to educate the campus community about the risks associated with e-bikes and e-scooters and the importance of adhering to this policy. Information about this policy will be included in student handbooks, employee orientation materials, and prominently displayed on the university's website.

VII. REFERENCES

VIII. APPENDICES/FORMS

IX. REVISION HISTORY

Date	Revision No.	Description