



Who is allowed to drive a golf cart, bicycle, gator or scooter?

For better readability, the generic masculine is used. The personal designations used refer to all genders.

In order to be allowed to drive a golf cart, Gator, scooter or a bicycle from the fleet, the following requirements must be met:

- The user needs instruction or training.
- The instruction / training must be documented.
- The user must confirm that he or she has understood the contents of the instruction or training and will comply with it.
- The user must prove his qualification (driving license) for certain vehicles.

Procedere and documentation

- 1) The user goes through the briefing / instruction at the request of his employer, team lead or supervisor under the following link or QR code.

https://support-factory.net/sb24_04_fahrauftrag/



- 2) The user receives proof by e-mail.
- 3) The user presents the email and, if necessary, the driver's license at the time of pickup.
- 4) The presentation will be documented upon collection.**
- 5) The **transfer of the vehicle** within a team is **only** permitted to persons who have also successfully completed the instruction online!

Alternatively, **the instruction / training can also happen analogue**, with an appropriate form. However, care must be taken to ensure that the instruction / training is given personally by the responsible person on the basis of the posted operating instructions / guidelines.