



Laurentian University
Université Laurentienne

TO: **All Departments, Faculty and Staff**

FROM: **R.F. Coutu**
Director, Risk Management and Purchasing Services

DATE: **November 2, 2007**

SUBJECT: **12 and 15 Passenger Van Rental Policy**

At one time use of 15 passenger vans was common across North America. However, there is now a need to limit van rentals to a maximum size of the 12 passenger model van. The reasons for Laurentian University to **prohibit the use of 15 passenger model vans** are increasingly evident. The use of 15 passenger vans by North American educational institutions has been reduced due to **safety concerns**. The major concerns cited are rollover propensity, passenger and cargo load distribution, seat belt usage, and tire pressure. This **safety concern**, coupled with the availability of smaller passenger minivans, has reduced use of larger passenger vans significantly.

Extensive research has been conducted in the USA through the National Highway Traffic Safety Administration (NHTSA). This was initiated due to a concern for passenger safety. Based on U.S. data, 1,111 fatalities were reported for occupants of 15 passenger vans from 1992 to 2002.

Although 15 passenger vans are involved in a proportionate number of accidents as compared to their percentage in the fleet, they are involved in a higher rate of single-vehicle accidents involving a rollover than any other passenger vehicle.

POLICY

- 1) 15 passenger vans are PROHIBITED (even with seats removed)**
- 2) Alternate transportation vehicle (7 passenger vans) is strongly recommended*
- 3) 12 passenger vans are allowed with the following procedures:
 - a) Class F License is mandatory, regardless of number of passengers
 - b) Driver Training is mandatory
 - c) Fire Extinguishers and First Aid Kits are mandatory
 - d) NO items stored or loaded on roof
 - e) Limited cargo placement behind rear axle

* Laurentian has negotiated favourable rental rates through National and Enterprise for 7 passenger minivans (includes unlimited mileage). On a per passenger rental basis, rental costs of minivans can be comparable to the full cost of renting 15 passenger vans (daily rental rates, additional insurance costs, mileage, additional fuel costs). Please refer to the Risk Management and Purchasing Services web pages for rental policy and rental rate information. www.laurentian.ca/purchasing

If you have any questions or queries related to this new policy, please contact David Canniff, Assistant Manager of Risk Management, extension 1534, dcanniff@laurentian.ca or myself extension 1555, rcoutu@laurentian.ca . Thank you.