

**Risk Management & Public Safety**  
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[www.calstate.edu](http://www.calstate.edu)

## Memorandum

To: Campus Risk Managers  
From: Charlene Minnick, Asst. Vice Chancellor, Systemwide Risk Management & Public Safety  
Date: February 19, 2013  
Re: Vans & Commercial Drivers' License Endorsement

CM

Licensing requirement inquiries for CSU drivers of 10+ passenger vans have recently been brought to my attention. Please allow this memo to clarify the issue.

Only those who are driving 15 passenger vans or greater, are required to have the commercial drivers' license. However, this is not the case for use of 10+ passenger vans.

Note that Systemwide Risk Management & Public Safety strongly discourages the use of 15 passenger vans. This is primarily because of the following;

**High Center of Gravity:** The high center of gravity makes passenger vans more susceptible to rolling-over in a crash. The center of gravity is increased by the addition of the 3rd and 4th row of seats. This is exacerbated with the addition of passengers.

**Flat Sides and Structural Rigidity:** This adds to the vehicle's instability and likely causes more severe injury in a crash or rollover.

**Uneven Tire Pressure:** The seating configuration adds excessive weight to the back tires. Because of this, the rear tires require a higher tire pressure. The danger of tire blowout is significantly increased in vans, especially with 15 passengers and when a trailer is attached and/or when carrying a heavier load, i.e. suitcases, supplies, materials, etc.

**Concentration of Risk:** The more passengers in a vehicle, the higher the concentration of risk.

Regardless of the size of van, it is highly recommended drivers be provided appropriate defensive driving training previous to their use of a van. Pursuant to the "*Use of University & Private Vehicles Guidelines*", before driving on University business a person needs to have satisfactorily completed a CSU-approved defensive driving course and maintain a good driving record. For those who regularly drive on University or State business (which is defined as being equal to or greater than once a month or equal to or greater than 12 times annually) they must complete a defensive driving training every four years.

Should you have any questions, please contact the Systemwide Office of Risk Management & Public Safety at (562) 951-4580.

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