

温州肯恩大学文件

温肯大发〔2023〕14号

关于印发《温州肯恩大学交通安全管理办法》的通知

各部门、各学院：

为加强校园交通秩序管理，预防和减少交通事故，根据相关法律法规，结合我校实际情况，修订《温州肯恩大学交通安全管理办法》。经2023年第十五次校务会审议通过，现将办法印发给你们，请遵照执行。

特此通知。

附件：温州肯恩大学交通安全管理办法

温州肯恩大学
2023年4月25日

附件

温州肯恩大学交通安全管理办法

(2023年修订试行)

第一章 总 则

第一条 为加强校园交通秩序管理，预防和减少交通安全事故，维护学校正常的教学、科研和生活秩序以及师生员工的人身财产安全，根据《中华人民共和国道路交通安全法》、《中华人民共和国道路交通安全法实施条例》、《浙江省实施<中华人民共和国道路交通安全法>办法》及《浙江省电动自行车管理条例》等法律法规，结合学校实际，制定本管理办法。

第二条 凡在温州肯恩大学校园道路上通行的车辆、行人、乘车人以及在道路上进行与交通有关活动的人员，都必须遵守本管理办法。

第二章 机构职责

第三条 温州肯恩大学后勤部统筹协调校园交通安全的管理工作，并具体负责本办法的实施、落实。按照“指引、管理、教育、处罚”的准则管理校内交通安全，履行下列职责：

（一）向全校师生员工普及交通安全和车辆管理有关规定及道路交通安全有关知识；

（二）负责学校各大门的出入口管理，审批各类车辆进出校园事宜；

- (三) 负责督促、检查、指导学校的交通安全管理工作;
- (四) 纠正各类车辆违反规定的行为, 并按相应规定处理;
- (五) 配合和协助公安交通管理部门对发生在校区内的交通事故进行处理。

第三章 行人

第四条 行人应当遵守如下规定:

- (一) 应当在道路右侧或人行道上通行; 通过校门、路口或者横过道路, 应当走专用通道、人行横道或按照规定指示标志通行; 无规定指示标志的, 应当在确保安全、畅通的原则下通行;
- (二) 不得在校园主要道路上使用滑板、旱冰鞋、平衡车、滑板车等滑行工具;
- (三) 不得在校园主要道路上追逐嬉闹或者实施其他影响交通安全的行为。

第四章 非机动车辆

第五条 进入校园的自行车、电动自行车等非机动车辆要车况良好, 手续齐全。其中电动自行车应符合GB17761-2018《电动自行车安全技术规范》等国家标准要求。进入校园的电动自行车应悬挂黄色非机动车牌照, 鼓励购买保险。需要在校园内使用电动自行车的师生以及工作人员应至后勤部填写电动自行车登记表, 申领电动自行车通行证。非

国标车辆、未上牌车辆、蓝牌车辆、非法加装改装等不符合要求的电动自行车不予登记申领。校内不符合规范要求的电动自行车将逐步清理出校园，校外不符合规范要求的电动自行车将不允许进入校园。

第六条 自行车、电动自行车等非机动车应靠道路右边骑行，在校园内骑行速度不得超过 15 公里/小时。应当保持制动器、警铃、夜间反光装置等安全设施性能状况良好，遵守道路交通安全相关规定。

校园内骑行电动自行车只可搭载 1 名 12 周岁以下未成年人，且驾乘人员须佩戴安全头盔。

校园内骑行非机动车辆，应该遵循如下规定：

- （一）骑行非机动车时不得双手离把或扶身并行；
- （二）不得互相追逐和曲折竞驶；
- （三）不得使用无提示铃、无刹车或车刹失效的车辆；
- （四）不得酒后骑行；
- （五）不得实施其他影响安全行驶的行为，并应主动配合安保人员指引。

第七条 非机动车辆应在画有非机动车停车位线的地点有序停放，停放好车辆后应当将车辆上锁，拔掉钥匙并妥善保管好车上物品。禁止停放在消防通道、人行通道、机动车车道上，以免堵塞交通，影响车辆和人员通行；禁止室内停放车辆。长期无人使用的“僵尸”车辆，由后勤部清理出校园。

第八条 电动自行车应在学校设置的集中充电场所按安全操作规程进行充电，禁止把电动自行车、电动平衡车、电

动滑板车以及动力电池等带入室内或者将上述物品带入室内充电。对违反规定者严肃处理，造成严重后果的依法追究其责任。

第五章 机动车辆

第九条 学校在各主要出入口设立车辆道闸系统，对校园车辆进行管理。师生以及工作人员可以通过学校“车辆停车场申请”应用系统申请车辆通行权限。驾乘人员出入校园应配合工作人员检查。在校园道路上行驶的车辆，应当自觉遵守本办法和道路交通法律法规。严禁在校园内鸣喇叭，车辆通过十字交叉路口、弯道、减速带，应谨慎驾驶、减速慢行，主动避让非机动车和行人，在校园内使用灯光应当符合交通规范，夜间应开灯行驶但是不得使用远光灯。严格按照校内交通标志安全文明驾驶，遇有工作人员现场指挥时，应按照工作人员的指挥通行，保持交通畅通。

第十条 为打造和谐安全“无车校园”，实现“人车分流”，机动车辆原则上不能进入校园，运输物品的车辆，凭入校申请和相关证明等资料，经相关负责人确认并接受工作人员检查后放行。

第十一条 凡进入校园的所有机动车辆应按校内限速标识行驶，道路限速 20 公里/小时。车辆通过教学区、宿舍区、上下课通行区域等人员密集区时，应减速慢行，主动避让行人。

第十二条 各类车辆应当在停车泊位内停放，车身不得

超出停车泊位；进出停车场或者道路停车泊位不得故意妨碍其他车辆或者行人正常通行，机动车调头、倒车时，应当注意安全，不得损坏校内绿化和公共设施。

第十三条 学校各部门组织重大活动，涉及外来车辆进入校园的，应当事先与后勤部联系，并按规定行车路线、停车地点行驶和停放，必要时由后勤部组织人员协助指挥交通、管理车辆。

第十四条 装载危险化学品（含易燃、易爆或有毒物品等）的机动车，超大、超重货物运输车辆应按指定时间和路线行驶，并在申报时间结束之前驶离校园。禁止载有危险品的机动车进入地下停车场。

第十五条 来校执行公务的军车、警车、消防车、救护车、通讯维修车、供水供电抢修车、环境监测车、卫生防疫检测车等执行公务的特种车辆，经部门负责人确认，工作人员核实后放行。

第十六条 施工车辆由校内需求部门提出申请，经后勤部审核同意后，按规定时段、路线通行。施工单位在施工现场应设立告示牌和安全警示标志，必要时应当指派安全员在现场疏导行人和车辆，施工结束后应及时修复路面保持清洁，并迅速清除道路上的障碍物，施工不按规定办理手续或不采取现场安全措施的，后勤部可责令其停止施工。

第十七条 后勤部有权将违规入校或在校园内从事违规活动、具有各类安全隐患、扰乱校园秩序的车辆清理出校园。

第六章 日常管理

第十八条 后勤部根据道路和交通流量的具体情况，可以对机动车、非机动车、行人采取疏导、限制通行、禁止通行等措施。遇有大型活动、大范围施工等情况，需要采取限制交通的措施，应当提前向师生员工公告。

第十九条 携带、运送物品离开校园的车辆和人员，须持有物品所属部门或物品所有人所在部门开具的出门单，并主动接受工作人员的查验。

第二十条 未经学校批准，任何部门和个人不得擅自封闭、占用校园道路，不得擅自设置、移动、占用、拆卸、损坏校内交通设施和警示标识。

第二十一条 禁止在校园道路上随意停车、堆放物品或有其他妨碍校园道路安全与畅通的行为。

第二十二条 严禁机动摩托车、电动摩托车、电动轻便摩托车、非国标车辆、蓝牌非机动车辆、无牌照非机动车辆等进入校园。

第七章 违规处理

第二十三条 机动车有下列情形之一的，学校将处以第一次提示、第二次警告、第三次取消机动车通行权限禁止其车辆进入校园。

（一）驾驶机动车超速行驶、逆向行驶的；

（二）不在规定的地点停放、停放时妨碍其他车辆或行人通行的；

(三) 进出校门出现闯岗行为的;

(四) 违反用电安全要求, 私拉电线和插座给电动汽车充电的;

(五) 不服从管理, 经批评教育无效的;

第二十四条 电动自行车有下列情形之一的, 学校将处以第一次提示、第二次警告、第三次取消电动自行车通行证禁止其车辆进入校园。

(一) 驾驶电动自行车逆向行驶、不佩戴头盔的;

(二) 不在规定的地点停放、停放时妨碍其他车辆或行人通行的;

(三) 电动自行车骑行时手中持物、互相追逐、手持方式使用电话的;

(四) 电动自行车骑车载 2 人(允许载 12 周岁以下 1 人)及以上 (含驾驶员)的;

(五) 电动自行车加装雨棚的;

(六) 违反用电安全要求, 私拉电线或插座给电动车充电的;

(七) 擅自改变车辆结构、主要技术参数和性能的;

(八) 进出校门出现闯岗行为的;

(九) 不服从管理的, 经批评教育无效的。

第二十五条 所有车辆不得擅自驶入禁止其通行区域。

第二十六条 学校设置视频监控系统和车辆测速系统, 违反本管理办法的行为将予以记录并定期通过学校平台曝光。

第二十七条 以每一学期为周期，被处以取消机动车通行权限或电动自行车通行证的，下一周期方可重新申请。

第八章 交通事故处置

第二十八条 校园内发生交通事故，当事双方应保护好现场，并及时拨打报警电话报告公安交通管理部门和后勤部。

第二十九条 后勤部接到校内交通事故报警后应立即赶赴现场维护秩序，造成人员伤亡的应立即进行救助，并协助公安交通管理部门处置交通事故。

第三十条 违反本管理办法，造成安全事故，损害他人人身和学校财产的，依据法规和制度追究当事人责任。造成人员伤亡的，由相关行政司法部门依法处理。

第九章 附则

第三十一条 本办法自公布之日起施行，由后勤部负责解释。《温州肯恩大学交通秩序管理办法》（温肯大办〔2018〕9号）同时废止。

温州肯恩大学办公室

2023年4月25日印发

Measures for Traffic Safety of Wenzhou-Kean University

Modified for Trial in 2023

Chapter I General

Article 1 To strengthen the campus traffic order management, prevent and reduce traffic accidents, and maintain the normal teaching, scientific research, and life, as well as the personal and property safety of students, faculty and staff, in consideration of the actual conditions of the Wenzhou-Kean University, these Measures for traffic safety are hereby formulated in accordance with the <Road Traffic Safety Law of the People's Republic of China>, <Regulation on the Implementation of the Road Traffic Safety Law of the People's Republic of China>, <Implement Measures of Zhejiang Province for Road Traffic Safety Law of the People's Republic of China>, and <Regulations of Zhejiang Province on the Administration of Electric Bicycles>.

Article 2 Vehicles, pedestrians, passengers passing on the campus roads of Wenzhou-Kean University, and persons carrying out traffic-related activities on the roads, shall abide by these Measures.

Chapter II Institutions and Responsibilities

Article 3 The Logistics and Assets Management Department of Wenzhou-Kean University coordinates the management of campus traffic safety and is specifically responsible for the implementation of these Measures. The department shall manage traffic safety on campus according to the guidelines of "guidance, management, education and punishment", and perform the following duties:

- (1) Popularize traffic safety regulations, vehicle management regulations, and road traffic safety knowledge to all students, faculty, and staff;
- (2) Be responsible for campus entrance and exit management, review each type of vehicle entering and leaving the campus

- (3) Supervise, inspect and guide the traffic safety administration of the campus.
- (4) Correct all kinds of vehicles in violation of regulations, and deal with violations according to the corresponding regulations
- (5) Cooperate and assist the traffic management department of public security in dealing with the traffic accidents on campus.

Chapter III Pedestrian

Article 4 Pedestrians shall observe the following provisions:

- (1) Pass on the right side of the road or on the sidewalk; take special channels, crosswalks or pass in accordance with prescribed signs when passing the campus gate, intersections and cross-roads; where there is no prescribed indication sign, the passage shall be carried out under the principle of ensuring safety and smooth passage.
- (2) Skateboards, roller skates, self-balancing vehicles, scooters and other sliding tools are prohibited on the main roads of the campus.
- (3) It is not allowed to chase frolic or carry out other behaviors affecting traffic safety on the main roads of the campus

Chapter IV Non-Motor Vehicles

Article 5 Non-motor vehicles such as bicycles and electric bicycles entering the campus must be in good condition and have complete procedures. Electric bicycles shall comply with national standards and requirements such as GB17761-2018 "*Technical Specification for Safety of Electric Bicycles*". Electric bicycles entering the campus shall hang the yellow non-motorized license plate and insurance is encouraged to purchase. Students, faculty and staff who need to use electric bicycles on campus should go to the Logistics Department to fill out the electric bicycle registration form and apply for an electric bicycle pass. Electric bicycles that do not meet the requirements, such as non-national standard vehicles, unlicensed vehicles, blue-plated vehicles, and illegally retrofitted vehicles, shall not be registered. Electric

bicycles that do not meet the specification requirements in the school will be gradually cleared out of the campus, and electric bicycles that do not meet the specification requirements outside the school will not be allowed to enter the campus.

Article 6 Non-motor vehicles such as bicycles and electric bicycles shall ride on the right side of the road, and the speed of riding on campus must not exceed 15 km/h. The performance of safety facilities such as brakes, alarm bells, and night-time reflective devices shall be kept in good condition, and relevant regulations on road traffic safety shall be complied with.

Only one child under the age of 12 can be carried on an electric bicycle on campus, and the driver and passenger must wear safety helmets.

Drivers of non-motor vehicles entering the campus are requested to obey the following rules:

- (1) When riding a non-motor vehicle, it is not allowed to lift your hands off the handlebars or ride alongside in parallel;
- (2) Do not chase each other or race in zigzags;
- (3) Vehicles without warning bells, brakes or brakes are not allowed to be used;
- (4) Do not drunk riding;
- (5) Do not implement other behaviors that affect safe driving, and shall actively cooperate with the guidance of security personnel.

Article 7 Non-motor vehicles shall be parked in an orderly manner at the places marked with parking space lines for non-motor vehicles. After parking the vehicles, the vehicles should be locked, the keys should be removed and the items on the vehicles should be properly kept. It is forbidden to park on fire exits, pedestrian passages, and motor vehicle lanes, so as not to block traffic and affect the passage of vehicles and people; indoor parking of vehicles is prohibited. The "zombie" vehicles that have not been used for a long time will be cleared out of the campus by the

Logistics Department.

Article 8 Electric bicycles shall be charged in the centralized charging place set up by the school according to safe operating procedures. It is forbidden to bring electric bicycles, electric self-balancing vehicles, electric scooters and power batteries into the room or bring the above items into the room for charging. Those who violate the regulations will be dealt with seriously, and those who cause serious consequences will be held accountable according to the law.

Chapter V Motor Vehicles

Article 9 The campus has set up a vehicle gate system at all major entrances to manage campus vehicles. Students, faculty and staff can apply for vehicle access through the "Vehicle Parking Application" of university's application system. When drivers and passengers enter or leave the campus, they should cooperate with the staff for checks. On campus, drivers shall consciously comply with these Measures and road traffic laws and regulations. It is strictly forbidden to sound the horn on campus. When a vehicle passes through intersections, curves and speed bumps, drivers should drive carefully and slowly, and give way to non-motor vehicles and pedestrians. The use of lights by drivers should be in line with traffic regulations. When driving at night, the lights should be turned on but no high beams should be used at random. Drivers should drive safely and civilized in strict accordance with the traffic signs. When encountering the staff on-site command, drivers should follow the staff's command to pass and maintain smooth traffic flow.

Article 10 To create a harmonious and safe "car-free campus" and to realize the "separation between pedestrians and vehicles", motor vehicles are not allowed to enter the campus in principle. Vehicles transporting goods shall be released after being

confirmed by the relevant person in charge and inspected by the security staff with the application, relevant certificates, and other materials.

Article 11 All drivers driving motor vehicles shall drive according to the speed limit signs on campus. The road speed limit is 20km/h. Drivers should slow down and actively give way to pedestrians when passing through densely populated areas such as teaching areas, dormitory areas, and crowded areas such as transit areas for classes.

Article 12 All types of vehicles shall park in the parking berth and shall not exceed the parking space. When entering or leaving the parking lot or road parking berth, drivers shall not intentionally obstruct the normal passage of other vehicles or pedestrians. When making a U-turn or reversing, drivers shall pay attention to safety and shall not damage the greening and public facilities on campus.

Article 13 All departments of the university shall contact with the Logistics Department in advance if they organize major activities involving outside vehicles entering the campus. Drivers shall drive and park according to the prescribed driving route and parking place. If necessary, the Logistics Department will organize personnel to direct traffic and manage vehicles.

Article 14 Motor vehicles loaded with dangerous chemicals (including flammable, explosive or toxic substances, etc.), oversized and overweight cargo transport vehicles shall follow the specified time and route as well as leave the campus before the end of the declared time. Motor vehicles carrying dangerous goods are prohibited from entering the underground parking garage.

Article 15 Special vehicles (military vehicles, police vehicles, fire trucks, ambulances, communication maintenance vehicles, water and power supply repair vehicles,

environmental monitoring vehicles, health and epidemic prevention and testing vehicles, etc.) that come to the university to perform official duties shall be released after confirmation by the department head and verification by the security staff.

Article 16 Construction vehicles to enter the campus shall be applied by the demand department, approved by the Logistics Department, and then drive according to the specified time period and the route. Construction companies shall set up signs and safety warning signs at the worksite. When necessary, security personnel shall be assigned to guide pedestrians and vehicles on site. After completion of construction, the construction company shall repair the road in time, keep it clean, and remove the obstacles on the roads quickly. If the construction party does not follow the required procedures or does not take on-site safety measures, the Logistics Department can order the company to stop the construction.

Article 17 The Logistics Department has the authority to remove vehicles that illegally enter the campus, engage in illegal activities on campus, have various security risks, and disturb campus order from our campus.

Chapter VI Daily Management

Article 18 According to the specific conditions of the road and traffic flow, the Logistics Department may take measures such as channeling, restricting or prohibiting the passage of motor vehicles, non-motor vehicles and pedestrians. In case of large-scale events, construction, etc., it is necessary to take measures to restrict traffic, and the students, faculty and staff shall be notified in advance.

Article 19 Vehicles and personnel carrying and transporting articles out of the campus shall hold the exit form issued by the department to which the articles belong or the department to which the articles owner belongs, and take the initiative to accept the

inspection of the staff.

Article 20 Without the approval of the University, all departments or individuals are not allowed to close or occupy campus roads, set up, move, occupy, dismantle or damage campus transportation facilities and warning signs.

Article 21 Random parking, stacking or other behaviors that interfere with the safety and smooth flow of campus roads are prohibited.

Article 22 Motor scooters, electric scooters, electric mopeds, non-national standard vehicles, blue non-motor vehicles, and non-motor vehicles without license plates are strictly prohibited from entering the campus.

Chapter VII Punishment of Regulation Violations

Article 23 In any of the following circumstances, the university will give a reminder for the first time, give a warning for the second time, and cancel the permission of the motor vehicle to enter the campus for the third time.

- (1) Drive a motor vehicle exceeding the maximum speed limits or on the opposite side of the road;
- (2) Do not park at the prescribed places or obstruct the passage of other vehicles or pedestrians while parking;
- (3) Enter and leave the campus gate and break into the security booth;
- (4) Violate electric safety requirements, privately pull wires and sockets to charge electric vehicles;
- (5) Do not obey the management, or the result of criticizing and educating is void.

Article 24 Electric bicycle under one of the following conditions, the university will give a reminder for the first time, give a warning for the second time, and cancel the

permission of the electric bike to enter the campus for the third time.

- (1) Drive an electric bicycle in the opposite direction without wearing a helmet;
- (2) Not parking at the prescribed place or obstructing the passage of other vehicles or pedestrians while parking;
- (3) hold objects in their hands, chase each other, and use the phone in hand;
- (4) Carry passengers (carrying one child under 12 years of age is allowed).
- (5) Electric bicycle equipped with the canopy;
- (6) Violate electric safety requirements, privately pull wires and sockets to charge electric bicycles
- (7) Unauthorized change of vehicle structure, major technical parameters and performance;
- (8) Enter and leave the campus gate and breaking into the security booth;
- (9) Do not obey the management, or the result of criticizing and educating is void.

Article 25 All vehicles must not enter the prohibited areas without permission.

Article 26 The university sets up a video surveillance system and a vehicle speed measurement system. Behaviors that violate the Regulations will be recorded and exposed regularly through the school platform.

Article 27 Taking each semester as a cycle, those who have been punished with the cancellation of the motor vehicle access authority or the electric bicycle pass can reapply in the next cycle.

Chapter VIII Handling of Traffic Accidents

Article 28 In case of a traffic accident on campus, both parties shall protect the scene and report it to the public security traffic management department and logistics Department by calling the alarm number in time.

Article 29 Upon receiving the alarm of traffic accident on campus, the logistics Department shall rush to the scene immediately to maintain order. If casualties are caused, rescue shall be carried out immediately and assist the traffic management department of public security to deal with the traffic accident.

Article 30 Those who violate these administrative Measures, cause accidents or damage others' personal life or school property shall be investigated for liability according to laws and regulations.

Chapter IX Supplementary Articles

Article 31 These Measures shall be implemented as of the date of issue and shall be interpreted by Logistics and Assets Management. “*Measures for Traffic Order of Wenzhou-Kean University*”(2018) No.9 shall be repealed simultaneously.