



## Personal Mobility Devices Storage and Use Guidelines

**Effective Date:** November 26<sup>th</sup>, 2024

### Overview

Victoria University is committed to ensuring the safety of all community members. Using or riding Personal Mobility Devices (PMDs), whether human-powered (e.g., bicycles, scooters, skateboards) or electric-powered (e.g., e-bikes, e-scooters, hoverboards), —within university buildings poses risks to users, students, staff, and other occupants and community members. This policy outlines guidelines for the safe storage, charging, and permitted use of PMDs on campus to prevent hazards such as fire, obstruction, or trip hazards.

### General Prohibitions

1. **Indoor Use and Riding:** Using or riding PMDs within any university building or at building entrances (stairwells, ramps, accessibility pathways) is prohibited.
2. **Storage Restrictions:** PMDs must not be stored in ways that obstruct pathways, create trip hazards, or prevent emergency egress. Storage is prohibited in common areas, stairwells, and hallways.

### Storage and Charging

- **Charging Devices:** Users are encouraged to charge PMDs before arriving on campus. If on-campus charging is essential, please consult the Infrastructure and Sustainability (I &S) Team to ensure electrical safety and capacity.
- **Safety Standards:** All PMDs stored or charged on campus must meet Canadian safety standards and certification from an accredited body, [such as CSA, cUL or cETL](#).

### Exceptions

1. **Research and Learning:** PMD use within buildings for research or academic purposes requires a risk assessment in consultation with I&S and Joint Health and Safety Committee.
2. **Outdoor Use:** For recreational PMD use on campus grounds, users must follow local regulations (City of Toronto guidelines: [Electric Bicycles \(E-Bikes\) & E-Scooters – City of Toronto](#))

### Accommodation Requests

For individuals who require PMDs due to accessibility needs:

- **Employees:** Contact Human Resources.
- **Students:** Contact the Office of the Dean of Students

### Questions and Assistance

For questions or further clarification, contact the [Infrastructure and Sustainability](#)

[Team](#)