Vehicle Preparation
The vehicle must be prepared as follows prior to the vehicle being brought onto campus:

- All fluids must be removed before the vehicle is brought to campus. This includes, but is not limited to:
  - Coolant, gasoline/fuel, washer fluid, power steering fluid, brake fluid, automatic/manual transmission fluid, differential fluid, engine oil, etc.
- Gasoline/fuel tank(s) must be removed.
- All batteries must be removed.
- All glass and mirrors must be removed.
- All air bags must be removed, if so equipped. (Caution – only qualified mechanics should remove air bags.)
- Mercury switches, if any, must be removed.
- Refrigerant from air conditioner (if so equipped), must be removed.

Event Site
The vehicle to be smashed must be located in an appropriate area as follows:

- Site of the event must be on a level, paved area.
  - Site must allow clear and free access to the vehicle to be smashed and should not obstruct traffic flow to other parts of campus.
  - A minimum perimeter area of 20 feet must be maintained around the entire vehicle and must be cordoned off with barrier tape except an opening for participants to enter through to gain access to the vehicle.
  - No people will be permitted within 20 feet of the car except the participant.
- Vehicle should not be near a storm drain to help ensure that no residual fluids have potential to flow into storm water systems.
- The car shall be placed on a single sheet of heavy duty polyethylene sheeting (6-mil or thicker) to prevent any remaining vehicle fluid from spilling onto the ground.
- Vehicle wheels shall be chocked to prevent unexpected movement.

Release of Liability (Waiver) and Insurance Requirements
All participants must be required to sign a release of liability (waiver) prior to participating in the activity. Participants under the age of 18 must have a parent or legal guardian sign on the participant’s behalf. A waiver template is available from the Office of Risk Management and Compliance (riskmanagement@uah.edu or 256-824-6875).

Event liability insurance may be required for the event. Consult the UAH Facility and Grounds Use Insurance Requirements Policy (06.08.10) or contact the Office of Risk Management and Compliance for guidance.

Personal Protective Equipment (PPE)
All participants must wear the following PPE. Failure to wear the personal protective equipment shall prevent them from participating.

- Heavy duty leather work gloves. (multiple sizes should be available to participants to ensure proper fit)
- ANSI-certified safety goggles.
- Closed toe shoes must be worn (sneakers are acceptable). No opened toe shoes (e.g. sandals, flip flops) or bare feet are to be permitted.
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All PPE must be inspected between each use. Damaged PPE must be removed from use immediately.

Safety Planning, Fire Response, and Spill Prevention
- One 10-lb. or larger ABC multipurpose fire extinguisher must be located within the cordoned off area. Event staff must be familiar with the proper operation and use of a fire extinguisher.
- The event organizer should have an event-specific fire safety and emergency response plan on file with the Office of Environmental Health and Safety.
  - Plans should include first aid response, emergency medical response, fire response, severe weather, and security/safety response considerations.
- One bag of clay absorbent material (such as Oil-Dri or kitty litter) shall be present in the event of a vehicle fluid spill.
  - Used absorbent material shall be temporarily stored in suitable plastic containers, such as plastic pails or buckets.
  - Event staff working with used absorbent materials and/or cleaning up spills must wear appropriate PPE, including splash-proof goggles and chemical-resistant gloves. Spill response PPE must be maintained on site at the event.

Sledgehammer
Sledgehammer(s) to be used for the event must be intact, safe, and meet the following requirements:

- The head of the sledgehammer must be flat on both ends. No edged or axed ends are permitted.
  - It is recommended that the handle of the sledgehammer be made of fiberglass or composite material, as wooden handles are more likely to break.
  - Sledgehammer must be in good physical shape and the head must be tightly attached. The sledgehammer must be inspected for damage periodically during the event (e.g., after every participant). Damaged sledgehammers must be immediately removed from the event.
  - It is recommended that sledgehammers not weigh more than 10 pounds.
  - Participants must not be allowed on any part of the vehicle at any time. Feet must remain on the ground at all times.

Conclusion of Event
After the car smashing activity:

- Event planning must include arrangements to remove the vehicle from campus immediately following the event for legal and proper disposal.
- The ground area around and underneath the vehicle must be surveyed for pieces that may have broken off during the event. Any pieces should be placed back into the vehicle prior for removal from campus. Area must be swept clean.
- The plastic sheeting under the vehicle should be inspected for automotive fluids.
  - If free of automotive fluids, the plastic sheeting may be disposed of into the trash.
  - The Office of Environmental Health and Safety (256-824-2171) must be contacted immediately regarding disposal of residual automotive fluids or spill cleanup debris.