



## UCC Car Pooling Scheme

In order to improve access to UCC and to reduce the demand for car spaces at the staff car parks, UCC has re-launched its Car Pooling scheme in November 2006. You will be assisted in finding a suitable partner to share the daily car journey with and avail of privileged parking on Campus. Through a higher rate of car occupancy there will be less cars on the roads and thus less congestion.

The UCC Car Pooling scheme is operated by the Commuter Plan Manager in co-operation with General Services (both part of the Department of Buildings and Estates).

### Basic Regulations in Brief:

- As a member of UCC staff being in possession of a staff car park swipe key, you can apply to form a Car Pooling group with one or more of your colleagues for travelling to UCC together on a daily basis.
- On the basis of your application form you will be provided with the contact details of other applicants from your area in order to find a matching partner (one or more).
- When registering as a Car Pooling group, all but one member of the group must deactivate their swipe key. As a registered Car Pooling group you can avail of privileged parking at the Campus staff car parks (Main Campus, Brookfield, North Mall, to be chosen on registration). A space for your car will be reserved until 10am each weekday morning.
- If in case of an emergency the shared journey home cannot take place, i.e. either you or your partner must urgently leave from College, the partner being the passenger will be provided with a free guaranteed journey home.
- Car Pooling is meant to be on a full time basis (5 days a week). If for any reason you would like to share the journey to UCC on less than five days a week, please indicate so. There will be individual decisions on those applications.
- If you or your Car Pooling partner cannot share the journey at times for particular reasons (annual leave, sick leave, etc.), this will, in general, not affect the functioning of your Car Pooling (incl. parking).
- In general, there are the options to sign up for an entire year or for the duration of Term. You will be given notice in advance to decide whether or not you wish to continue your Car Pooling.
- Nevertheless you are free to resign from a Car Pooling group at any time and get your swipe key re-activated. But with respect to the remaining partner (in a two person group) appropriate notice should be given to your Car Pooling partner.

Application Forms together with Full Conditions can be obtained from the Commuter Plan Manager (Stephan Koch, e-mail [commuting@ucc.ie](mailto:commuting@ucc.ie)) or from the UCC website (> Buildings and Estates > Commuting, Access & Parking)