



Advocates for Homeless
& Those in Need

Please do not remove from binder.

AHTN BUS OPERATION PROCEDURES

1. Please conduct an external and internal pre-trip inspection of the bus.
2. Turn on interior lights as guests enter and exit the bus.
3. Driver should be in seat at all times that guests are on the bus and never interact while driving.
4. Stop at ALL Railroad Crossings.
5. No right turn on red.
6. Please stay off of the shoulder of the road. It is easy to clip a utility pole, tree branches, or light if you are on the shoulder.
7. When backing up, ask Driver Attendant to assist you by directing and checking for the all-clear.
8. **ABSOLUTELY NO ELECTRONIC DEVICES WHILE DRIVING, WHETHER GUESTS ARE ON THE BUS OR NOT.** Driver Attendants may assist with directions or GPS, but Drivers must pull over if you **MUST** use your cell phone.