**Annex 2**

**PASSENGER “P” BUS ENTRY-LEVEL DRIVER TRAINING (ELDT) MODULE**

**POST-CRASH PROCEDURES (Theory):**

Evidence suggests[[1]](#footnote-1) that including “Post-Accident Procedure” training *early in the driver-training curriculum* may enhance the impact of subsequent training and have a positive influence in reducing new-entrant driver crashes.  Accordingly, trainees shall learn appropriate post-crash procedures, including the requirement that the driver, if possible, assess his/her physical condition immediately after the crash and notify authorities, or assign the task to a passenger or other individuals at the crash scene.  Also, trainees shall be given instruction in obtaining necessary emergency medical assistance; moving on-road vehicles off the road in minor crashes so as to avoid subsequent crashes or injuries; engaging flashers, triangles, etc.; responsibilities for assisting injured parties and Good Samaritan Laws; driver legal obligations and rights, including rights and responsibilities for engaging with law enforcement personnel; and the importance of learning company policy on post-accident procedures.  Trainees may also receive instruction in the value and techniques of photographing the scene; obtaining witness information, skid measurements; and assessing signage, road, and weather conditions.

**OTHER EMERGENCY PROCEDURES (Theory)**

Driver trainees shall receive instruction in managing security breaches, on-board fires, medical emergencies, and emergency stopping procedures including the deployment of various emergency hazard signals (49 CFR Part 392.22). Instruction shall also include procedures for dealing with mechanical breakdowns and vehicle defects while en-route.

**VEHICLE ORIENTATION (Theory and BTW)**

Training providers shall familiarize driver trainees with basic bus physical and operational characteristics including overall height, length, width, ground clearances, rear overhang, GVW & GVWR, axle weights, tire ratings, mirrors, steer wheels, lighting, windshield, windshield wipers, engine compartments, basic electric system, and spare tire storage. Additionally, driver trainees shall receive instruction in techniques for proper seat and mirror adjustments.

**PRE-TRIP, ENROUTE, AND POST-TRIP INSPECTION (Theory and BTW)**

This unit shall both underscore the importance of pre-trip, **enroute,** and post-trip inspections; and, provide instruction in techniques for conducting such inspections of buses and key components, including, but not limited to:

* Bus mechanical condition.
* Brakes.
* Tires (including tire pressure)
* Emergency exits.
* Emergency Equipment.
* Bus interiors (including passenger seats as applicable),
* Restrooms and associated environmental requirements
* Temperature controls (for maintaining passenger comfort).
* Driver and passenger seat belts (as applicable),
* Mirrors.

Additionally, driver trainees shall receive instruction in procedures, as applicable, in security-related inspections, including inspections for unusual wires or other abnormal visible materials, interior and exterior luggage compartments, packages or luggage left behind, and signs of tampering.

Driver trainees shall receive instruction in cycling accessible lifts and procedures for inspecting them for functionality and defects.

**FUELING (Theory)**

Driver trainees shall receive instruction emphasizing the significance of avoiding refueling a bus while passengers are onboard, and the imperative of avoiding refueling in an enclosed space.

**IDLING (Theory)**

Most states and local jurisdictions impose commercial motor vehicle idling limits, generally to reduce emissions. Idling limits can vary significantly for passenger carriers with considerations for ambient temperature, safety of passengers, traffic conditions, etc. Driver trainees shall receive instruction regarding the importance and value of compliance; including the adverse health effects and penalties, fuel savings, and sources for jurisdictional compliance information.

**BAGGAGE and/or CARGO MANAGEMENT (Theory and BTW)**

In this unit, driver trainees shall receive training on:

* Proper methods for handling passenger baggage and containers to avoid worker, passenger, and non-passenger related injuries and property damage.
* Procedures for visually inspecting baggage and containers for prohibited items such as hazardous materials as situations may be presented.
* Proper methods for handling and securing passenger baggage and containers, as applicable.
* Proper handling and securement of devices associated with ADA compliance including oxygen, wheeled mobility devices, and other associated apparatuses.
* Identifying prohibited and acceptable Class 1 (explosives), Hazardous Materials, articles other than Class 1 (explosive) materials, Division 6.1 (poisonous) or Division 2.3 (poisonous gas), Class 7 (radioactive) materials as specified in 49 CFR 177 Subpart E.

**PASSENGER SAFETY AWARENESS BRIEFING (Theory & BTW)**

Driver trainees shall receive instruction in methods providing passengers instruction of topics including: fastening seat belts, emergency exits, emergency phone contact information, fire extinguisher location, safely walking in the aisle when the bus is moving, and restroom emergency push button or switch.

**PASSENGER MANAGEMENT (Theory and BTW)**

In this unit, driver trainees shall receive instruction concerning:

* Proper procedures for safe loading and unloading of passengers prior to departure, including rules concerning standing passengers and the Standee Line. 49 CFR 392.62.
* Procedures for dealing with disruptive passengers.

**ADA COMPLIANCE (Theory)**

Along with learning the proper operation of accessible equipment (lifts), driver trainees shall receive instruction regarding the applicable regulations and proper procedures for engaging persons with disabilities or special needs under the Americans with Disabilities Act (ADA). Training should not be limited to only covering passengers with mobility issues, and should include instruction engaging passengers with sight, hearing or cognitive impairment, and recognizing service animals. Driver trainees should receive sensitivity training and be familiar with applicable regulations (49 CFR 37(h)).

**HOURS OF SERVICE (Theory)**

Driver trainees shall receive instruction regarding hours-of-service regulations that apply to drivers for interstate passenger carriers, techniques for maintaining a logbook and operating electronic logging devices (ELDs) and the possible consequences of violations of such regulations. Entry-level drivers shall receive basic training in how to recognize the signs of fatigue, and basic fatigue countermeasures as a means to avoid crashes.

**DISTRACTED DRIVING (Theory)**

Driver trainees shall receive instruction regarding FMCSA regulations; which, specifically prohibit interstate truck and bus drivers from texting or using hand-held mobile phones while operating their vehicles; and shall be instructed in the serious consequences of violations, including heavy fines, impacts on a motor carrier’s and/or driver’s Safety Measurement System (SMS) results, and/or driver disqualification.

**RAILROAD CROSSINGS (Theory and BTW)**

This module shall instruct driver trainees in applicable regulations, techniques, and procedures appropriate to passenger buses for navigating railroad crossings.

**WEIGH STATION OBLIGATIONS**

Driver trainees shall receive instruction regarding weigh-station regulations that apply to buses and the fines applicable to drivers who unlawfully pass or avoid weigh stations.

**SECURITY AND CRIME (Theory)**

Driver trainees shall receive instruction in basic techniques in recognizing and minimizing risks from criminal activities.

**COMMERCIAL VEHICLE SAFETY ALLIANCE (CVSA) NORTH AMERICAN OUT-OF-SERVICE CRITERIA (Theory & Range)**

Driver trainees shall receive instructing in the applicable regulations for conducting CVSA Level I-VII inspections for buses, including the vehicle defects and driver conditions that can result in out-of-service orders, and consequences for violating out-of-service orders. Training should include providing driver trainees with a CVSA manual.

**PENALTIES AND FINES (Theory)**

Driver trainees shall receive instruction concerning the expected consequences of violations of driver-related regulations, including adverse Safety Management Scores for the company, adverse impacts on driver Pre-employment Screening Program record; financial penalties for driver and carrier; and possible loss of commercial motor vehicle driving privilege

1. American Transportation Research Institute, 2008: A Technical Analysis of Driver Training Impacts on Safety [↑](#footnote-ref-1)