Recommended Practice for Transit Bus Operator Training

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APTA Bus Operations Training & Qualifications Working Group

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Abstract: This recommended practice provides guidelines for training qualified bus operators.

Keywords: training, bus operator
Introduction

(This introduction is not a part of APTA BT-RP-001-07, Recommended Practice for Transit Bus Operator Training)

This Recommended Practice for the Training & Qualification for Bus Operators reflects the consensus of the APTA Bus Standards Program members on the items, methods, and procedures that have provided the best performance record based on the experiences of those present and participating in meetings of the Program Task Forces and Working Groups. Recommended practices are voluntary, industry-developed, and consensus-based practices that assist transit agencies, transit providers, and training suppliers in the content and best delivery of bus operator training and qualifications. Recommended practices are non-exclusive and voluntary; they are intended to neither endorse nor discourage the use of any product or procedure. APTA recognizes that for certain applications, the practices, as implemented by operating agencies, may be either more or less restrictive than those given in this document.

This recommended practice provides guidelines for transit bus operator training and qualifications. APTA recommends the use of this recommended practice by:

– Individuals or organizations that operate transit vehicles
– Individuals or organizations that contract with others to operate transit vehicles
– Individuals or organizations that influence how transit vehicle operators are trained
– Individuals or organizations that develop transit vehicle operator training programs

Participants

The American Public Transportation Association (APTA) greatly appreciates the contributions of the Bus Operator Training and Qualifications Working Group, who drafted Recommended Practice for Transit Bus Operator Training.
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Recommended Practice for Transit Bus Operator Training

1. Overview

This recommended practice provides guidance for standardized transit operator training to assist in the development of professional bus operators resulting in quality service. Individual operating agencies can modify these guidelines to accommodate their specific training goals and operating modes.

1.1 Scope

This recommended practice covers guidelines for setting minimum standards in training of transit bus operators.

1.2 Purpose

The purpose of this recommended practice is to provide guidance to operating agencies in bus operator training.

1) Provide a process to create a qualified operator training program
2) Produce a Safe/Professional/Qualified Operator

The areas of importance are regulatory, agency specific requirements, customer service, technical competencies and safety.

2. References

This recommended practice should be used in conjunction with the following publications:

3. Definitions, abbreviations, and acronyms

For the purposes of this recommended practice, the following terms, definitions, abbreviations, and acronyms apply.

3.1 Definitions

3.1.1 Operator: a qualified person operating a transit vehicle in transit service.

3.1.2 Bus: a vehicle inclusive of all sizes and types providing public transportation.

3.1.3 Transit: service inclusive of paratransit and transit bus operations.
3.2 Abbreviations and acronyms

ADA  Americans with Disabilities Act
APTA  American Public Transportation Association
CDL  Commercial Driver License
CNG  Compressed Natural Gas
DOT  Department of Transportation
EAP  Employee Assistance Program
EEOC  Equal Employment Opportunity Commission
FLSA  Fair Labor Standards Act
FMLA  Family Medical Leave Act
FTA  Federal Transit Administration
HOV  High Occupancy Vehicle
LNG  Liquid Natural Gas
LPG  Liquid Petroleum Gas/Propane
NSC  National Safety Council
NTD  National Transit Database
NTI  National Transit Institute
OSHA  Occupational Safety and Health Act
TSA  Transportation Security Administration
TSI  Transportation Safety Institute
UAP  Unions Assistance Program