

Driver's Guide

ADL Enviro400XLB



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Introduction

Your safety, that of our customers and other road users is always our number 1 priority.

In designing this vehicle, we have tried to remain true to those things that have served us well. Most things about this vehicle will therefore be familiar to you and will need little or no explanation to an experienced and professional driver.

There are some important differences that you need to be aware of. This manual will help explain what these are and what you need to know and do together with where to go for more advice, guidance or help.

You **MUST** take the time to read and understand this guidance and in common with all vehicles, you must not drive this bus unless you are fully aware of how to do so safely.

Please do not hesitate to ask any questions you may have about the safe operation of the bus before you drive it by contacting your supervisor, Garage Safety and Risk Officer (GSRO) or by radioing Control.

What's new?



Capacity is raised to 129

61 upper (seated) | 39 lower (seated) |
29 lower (standing)

or

36 lower (seated) | 28 lower (standing)
& 1 wheelchair

This makes the ADL400 XLB the highest capacity vehicle we operate, with up to 129 customers.



Safety Reminder - with so many customers with differing needs on board, make sure you give everyone time to board and disembark safely.



Middle exit doors

These doors are for customers to exit the vehicle.

It is important that you operate these doors in accordance with the guidance contained later in this manual.



Safety Reminder - Always be certain that customers that have exited from these doors are clear of the rear of the vehicle before you move off.

What's new?

Third Axle

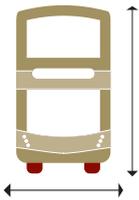


These new buses come fitted with a fixed third Axle (tri-axle) to allow for extra length and capacity.

All routes on which these buses operate have been fully assessed for suitability. The third axle does slightly change how this bus manoeuvres by comparison to a 2 axle vehicle



Safety Reminder - road positioning and all round mirror checks are even more important on longer vehicles.



Dimensions

length 13.4m (44'0") | width 2.55m (8'4")
height 14'2" (4.3m) | unladen Weight 13.660kgs
Whilst the height and width are typical, at 13.4m, the ADL400 XLB is the longest bus in our fleet.



Safety Reminder - Rear length marker lights have been fitted to highlight the rear of the bus and to indicate when you have safely passed hazards.

Dash lights and symbols

The dash layout is largely the same as other Volvo buses in our fleet.



However, please familiarise yourself with the table on the next page for additional functions.

Start up procedure

1. Turn ignition key

Your dashboard will light up as shown above.

2. Warning lights

Wait for warning lights to turn off and for the Volvo logo to stop spinning.

3. Start the engine

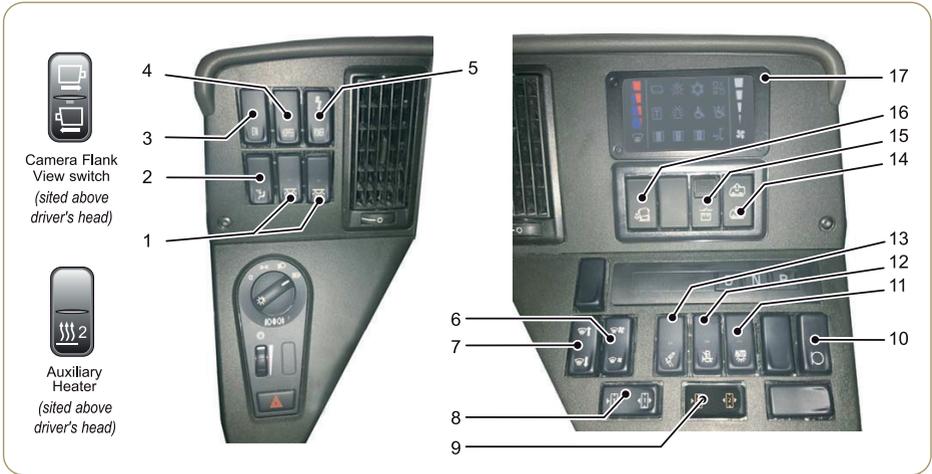
During the time which you are waiting for warning lights to turn off, the vehicle is conducting checks and subsequently turning the engine on too soon can lead to faults occurring.

Dash lights and symbols

The table shows the lamps in the instrument panel

Symbol	Meaning	Symbol	Meaning
	Left direction indicators activated		Emission values too high
	Right direction indicators activated		Door brake activated
	Main beam activated		Kneeling activated (for easier access)
	Stop message in the display		Check the tachograph
	Warning message in the display		Fault in ABS system
	Stop at the next lay-by		Fault in braking system
	Seat belt reminder		Clogged particulate filter
	Parking brake applied		High exhaust temperature
	Electronic stability program (ESP)		No data from 1st brake circuit
	Battery charging fault		No data from 2nd brake circuit

Function switches




 Camera Flank
 View switch
*(sited above
 driver's head)*


 Auxiliary
 Heater
*(sited above
 driver's head)*



1. Saloon
Lights
LH & RH



2. Cab
Lights



3. Electronic
Ticket
Machine
Reset



4. Coin
Vault
Hopper



5. Electronic
Ticket
Machine
Power



6. Demister
Fan
Speed



7. Demister
Temperature

8. Front Entrance Door
Open / Close



9. Middle Exit Door
Open / Close



10. Drivers
Microphone



11. Auto
Saloon
Lights



12. Reverse
Horn
Override



13. Driver's
Fan



14. Suspension
Raise /
Kneel



15. Battery
Master
Switch



16. Front
Suspension
Kneel

Function switches

15. Warning Light Panel



Emergency Window



Road Lamp Fault



Air Conditioning Active



Multibus Network Fault



Emergency Hammer



customer Request



Wheelchair Restraint Arm Deployed



Wheelchair Access Request



Exit Door Open



Door Emergency Pressed or Door Obstructed



Door Power Failure



Ramp Deployed



Auxiliary Heater



Stop (see below)



Demister Temperature



Demister Speed

! If the stop lamp lights the vehicle must be brought to a safe stop, handbrake applied and engine switched off. Please contact Control on the Normal call button. If the stop lamp comes on and the engine is running, an acoustic signal will also sound.



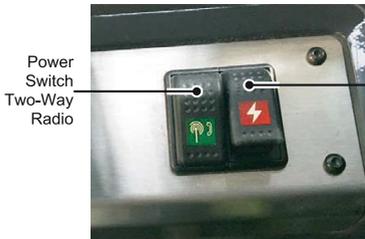
Dash Lighting Panel



Side Console



Brom Brake - Side Console



Side Console

Cab environment and driver's seat

The cab area has been ergonomically re-designed to be more spacious and driver focused with some additional features for your convenience and comfort.

Your new seat

A light breathable fixed fabric seat has been fitted to this bus – comfort and ease of use being the focus.

To adjust the seat – simply twist the yellow handles until you are in your chosen position.



Know your numbers

Each level of height has a number for fast and easy adjustment when leaving the garage or changing over.



To adjust the back of the seat, again it's a simple lever to the right of the seat. A manual runner is fitted for sliding forward and back easily.

+ **Health reminder** – An upright sitting position is proven to be better for your back and give you improved all round vision.

Driver fan and storage area

To the right of the cab there is a built in driver fan, this is operated by a small silver toggle on the fan itself and also a master on/off located on the control panel. There is also a small storage area located to the left of the cab area, ideal for jackets and rucksacks.



Cab environment and driver's seat

Emergency assault alarm

The emergency assault alarm is located as shown. In common with existing vehicles, you should also press the emergency button on your radio if you require Control's assistance.



Having activated the alarm you must leave it audible for ten seconds then press the button again to reset.

Door information

This vehicle is fitted with two sets of double doors.

Front doors (door 1 control)

are for entry/exit of all customers, including wheelchair users.

Customers requiring use of the ramp will be required to exit from the front door.



Middle doors (door 2 control)

are intended for exit only. There is no middle door ramp facility.

No Entry signs are intended to inform customers that they should not enter through these doors.

However, drivers should be ALERT and VIGILANT to customers attempting to board via these doors in error, politely explain they need to enter through the front doors in order to record their method of travel.



Safety advice - both sets of doors have pressure sensitive edges that will cause doors to re-open if they hit a barrier. Whilst sensitive, they are not foolproof. Always check the doors are clear before moving.



Separate operation buttons for front and middle doors.

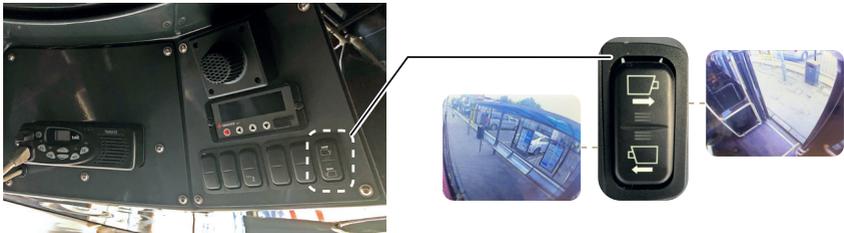
Familiarise yourself with these before setting off on your journey.

button 1 operating the front door with left closing and right opening. This sequence is repeated on **button 2** for the middle doors.

Door information

As with front doors, you must ensure that the middle doors are clear of obstruction before closing. Do this by checking CCTV, mirrors and looking over your shoulder as necessary.

The CCTV will change to the centre door platform when the doors are open, you can use the toggle switches in the cab to change the view to the exterior of the bus, stairwell and upstairs as needed. On closing the mid-door, the view will default to interior stairwell after approx 3 seconds.



To close the middle doors from the bus platform area please use the black button as seen below.



Emergency operation

Lift plastic cover and press red button in order to open the doors of the vehicle.

When to use middle doors

Middle doors are for customer exit only and are to be used to speed up customer flow given the increased capacity.

Drivers must only open middle doors when they are confident that customers can get off safely and the route to the pavement is clear.

1. As is normal practice, approach the bus stop as close to the kerb as safely as possible. Be aware of your front over-swing and mirror.



2. Open middle doors first to allow customers to alight, then the front doors.



3. When all customers wishing to disembark have done so - close the middle doors when it is safe to do so.
 - Follow normal door closing procedures
 - Check CCTV
 - Ensure all customers are clear of the door.



Safety Advice, remember the order:

1 MIDDLE OPEN > 2 FRONT OPEN > 3 MIDDLE CLOSE > 4 FRONT CLOSE

When not to use middle doors

There will be occasions when it is not practical or safe for you to deploy the middle doors. Some examples include:

1. If an obstruction means there is no safe route from the doors to the pathway.



2. If you cannot access a bus stop fully, either due to parked vehicle at or near the bus stop or angle of approach, meaning the route to the pathway is blocked or unsafe.

Whenever you are unable to deploy the middle doors, give customers waiting to depart extra time to move to the front and explain politely why you have been unable to open the door.



Safety Advice: A small number of bus stops have been identified as not being suitable for middle door operation. A list of these by route is available at each garage. You should be aware of these before you operate the ADL400 XLB on any route for the first time.

Wheelchair and manual ramp

Ramp procedure

There is only ONE ramp on the bus, there is no middle door ramp fitted. This is to ensure positive driver and customer interaction.



Normal manual ramp procedures apply

Ensure neutral gear and handbrakes are engaged before leaving the driver cab to operate the ramp.

Deploying the ramp

In common with other manual ramps across the fleet, to deploy the ramp, lift the plastic cover to the right of the ramp platform, here you will see a stainless steel arm with handle, lifting this will allow the ramp to deploy fully, to retract the ramp again use the silver arm and this will clip under the plastic cover.



If a buggy or customer are occupying the area, they must be asked to move from the area. If they refuse, contact control for advice.

You can now commence boarding of customers from the front as you would on any other bus.

First use checks

In addition to the usual First use check, the new features of the ADL400 XLB require drivers to complete a number of checks to ensure it is safe to enter service.

1. Marker lights

Given the extra length of the new ADL400 XLB, Additional Marker Lights have been fitted to the rear of the vehicle, offering an additional reference point when driving. Damaged or missing marker lights should be reported immediately.



2. Pressure sensitive door edges

Both the front and mid door pressure sensitive edges must be operating correctly for the bus to enter service.

To check these; both sets of doors should be open and closed. If for any reason the doors fail to close or automatically reopen when there is no apparent reason to trigger this, report this for a full safety check.

3. CCTV – mid door view

In addition to normal in cab CCTV checks drivers must ensure that on opening the mid door that CCTV defaults to the door view and returns to the stairwell view approximately 3 seconds after the door is closed.

If the CCTV display does not work, is not clear or doesn't allow you to toggle through views, report this for full safety check.

First use checks

4. Emergency and safety equipment overview

The bus must have the following emergency and safety equipment:

- Fire extinguisher
- Pull & Push Emergency exit windows (seals undamaged)

It is essential that all emergency and safety equipment is visually checked so that it is in working order and in place.

As with any other vehicle acquaint yourself with where the emergency and safety equipment is located in the bus, how it is used and ensure that nothing is missing or damaged.

