



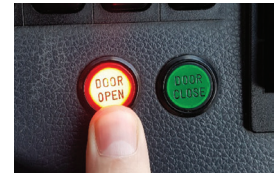
Door Procedure

We would like to ask staff to remind themselves of and to adhere to the correct procedure regarding doors.

Stop safely, reasonably and appropriately close to the kerb & apply the handbrake (only after vehicle has come to a complete stop). Cancel signal.



Look at doors, ensure it is safe to open them. Watch them open fully. Kneel the bus, deploy the ramp if required (watching the safe deployment on buses fitted with automatic ramps).



Watch passengers alight and board the bus safely, allowing all passengers time to reach a safe position. Ensure vulnerable passengers are given enough time to sit or secure themselves,



If the ramp or kneeling has been deployed, retract and stow safely (watching the safe operation on buses fitted with automatic ramps). Ensure no customers remain between you and the doors.



Check for any more customers wishing to board or alight, using your mirrors and checking blind spots.



Close the doors, watching until they are fully closed, before beginning your moving off procedures.



Your assistance in this matter is appreciated.