



MEMORANDUM CIRCULAR
 NUMBER 2064-043

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SUBJECT: LIFTING OF MORATORIUM ON APPLICATION FOR SCHOOL TRANSPORT SERVICES AND RE-APPLICATIONS OF EXISTING CPCs ADOPTING NEW GUIDELINES GOVERNING SCHOOL TRANSPORT SERVICES RATIONALIZATION PROGRAM

After a thorough review and evaluation of all policies relevant to the school transport service and series of consultation meetings with its stakeholders, the Board finds it fit and for the interest of students and schools to rationalize the School Transport Services and lifts the moratorium for the application of school transport service by virtue of Memorandum Circular 2003-028 dated 02 December 2003.

Further, pursuant to the mandate of the LTFRB to provide legitimate, adequate, safe, convenient and dependable land-based transportation services, the Board hereby requires all grantees of CPCs for the operation of school transport service to re-apply in accordance with the new guidelines set by the Board in the operation of school transport service.

GUIDELINES

To eliminate rampant colorum operation and in the best interest of students and schools, all school transport services, except those using sedan, AUV and Station Wagon, are required to re-apply their valid and existing CPC's in accordance with the new set of guidelines under the School Transport Services Rationalization Program.

A. PURPOSE

1. To provide transportation needs for schools.
2. To ensure safety and welfare of students

B. DEFINITION

A school transport is a mode of transportation service for the exclusive transportation of school children, "jayas," faculty members and employees of the school, to and from their residences and particular school. It does not offer its service to the general public for hire or compensation but limits its clientele, as aforesaid, willing to pay rates as prescribed by the Board.

C. DENOMINATION

D. MOTOR VEHICLE TYPE

The type of motor vehicles allowed for school transport services are as follows:

1. Van (Mitsubishi L300, Nissan Urvan, Toyota Hi-Ace, Hyundai Starex, Kia Besta, Hyundai Grace, Kia Pregio, MB 100 or its equivalent) with 10 passengers
2. Jiiney (Jeepney, Mitsubishi L300/L200 FB body or its equivalent) with 12 to 20 passengers
3. Mini Bus with 30- 49 passengers
4. Bus with more than 50 passengers

Note: Passenger count excludes driver and conductor.

E. ROUTE

No fixed route, to/from school premises

F. SPECIFICATIONS AND STANDARDS

1. Entry and exit doors either at the rear or right side of the vehicle only. No entry and exit at the left side of the vehicle
2. For vans, jump seats must be removed to allow easy access to entry/exit doors from the last row of seats and arm rest on the right side of the first and second rows
3. Steel grilled windows (1 inch mesh size) in all sides
4. Seatbelts for all passengers
4. Workable portable fire extinguisher
5. Markings
 - 5.1 Dark yellow rectangle on both sides (3 m x 1 m) and inscribed in single line black color **SCHOOL SERVICE** (40 cm) and **NAME OF SCHOOL/S** (25 cm)
 - 5.2 At the rear, dark yellow square (1 m) and inscribed in two lines **SCHOOL SERVICE - CAUTION: CHILDREN CROSSING**
 - 5.3 Alternate chevron markings – diagonal black and yellow at the front and rear of vehicle visible from 50 m distance
5. Ventilation - ordinary or air conditioned
6. Year model - should not be more than 15 yrs old from the date of manufacture

G. FARE

To be determined by LTFRB

H. REQUIREMENTS

All school transport service operators with valid and existing CPCs shall re-apply and are required to submit and comply with the following:

1. 4 copies of Verified Application
2. Certificate of Accreditation issued by School administrator or its authorized representative, or PTA President to be noted by School Principal.
3. OR/CR
4. Proof of Citizenship
 - 4.1 Voters ID or Voters Affidavit
 - 4.2 Drivers License or Birth Certificate or Marriage Certificate or Passport
5. Vicinity Map of Garage
6. Current ITR and TIN
7. Drivers and conductor must undergo free special training sessions under the "Para sa Super Tsuper" program of DOTC (LTO and DOTC Action Center)

The following are required for compliance after approval of the Board but before the release of the decision granting the CPC:

1. Passenger Insurance
2. Driver and Conductor NBI/police clearance
3. Portable "STOP" and "GO" signage to be carried by conductor when children cross the street
4. Physical presentation of vehicle to LTRFB to prove compliance with standards and specifications
5. Vehicle Inspection Certificate of unit to prove road worthiness (LTO)

The following shall also be required:

1. Driver and conductor to wear uniforms (white shirt with collar and sleeves, long pants and closed shoes.)
2. "Para sa Super Tsuper" patch must be sewn on the right sleeve of the uniform.

I. BASIS FOR RELEASE OF FRANCHISE

The release of the decision shall be subject to the compliance with all the requirements as stated.

J. PROHIBITIONS

1. Change chassis will not be accepted
2. Route of operation will be limited to ONE (1) school-only. TWO (2) schools may be allowed provided that the schools are adjacent or within a 200