

PROFORMA

1. Name of the Educational Institutions
with address and Mobile Number (s) :

2. Number of Buses utilised for transporting
students to and from the institutions. :

3. Registration number of the vehicles with
classification and other details :

4. Name and address of the Drivers, their
D.L. number, date of validity and badge
Number. :

5. Name and address, designation of other
Staff engaged in the school Bus. :

6. Seating capacity of the Bus(es) :

7. References of Permit, Insurance Policy,
Certificate of Fitness& inspection report
of ACP, Traffic, Bhubaneswar/Cuttack :

Certified that we have complied to all the instructions communicated
vide letter No._____date_____ of Police Commissionerate,
Bhubaneswar-Cuttack and Hon'ble Supreme Court of India in Writ Petition (Civil)
No.13029 of 1985.

Signature of Head of the Institution/
Owners of the Bus in case of hired bus etc.
With address and Telephone number.

INSTRUCTIONS:

- 1) "School Bus" must be prominently written in the back and front of every Bus carrying school children.
- 2) If it is a hired Bus, "on School Duty" should be prominently displayed.
- 3) No Bus belonging to an educational institution should carry children in excess of its permitted seating capacity.
- 4) Bus must have a First Aid Box
- 5) Windows of the Bus must be fitted with Horizontal grills
- 6) There must be fire extinguisher in every Bus
- 7) School Name and Telephone Number must be written on the Bus
- 8) Doors of the Bus should be fitted with reliable locks
- 9) Every Driver of a School Bus must have a minimum of 5 years of experience of driving heavy vehicles and must not have any previous record of Traffic offences.
- 10) In addition to the Driver, there must be another qualified person in the School Bus
- 11) To keep School bags safely there should be space provided under the seats
- 12) There should be an escort from the school in the Bus, preferably a teacher to ensure safety norms.