



Axis Institute of Higher Education, Kanpur

Office of Director

Ref. No: AC/DO/2019-20/125

Date: 14/10/2019

Circular

Transport Service & Rules

Bus transportation is an important function of the AIHE not mandated by law, but provided as a service to the students. In order for transportation to work, we must have the corporation of parents, students, drivers and administration of the district. We believe the information contained in this policy will help everyone understand the complexity and importance of student's transportation. The AIHE has developed some rules and regulations that govern the activities of the transport Department.

3.1 RESPONSIBILITIES OF THE STUDENTS:

1. The students will arrive at the bus stop five (5) minutes prior to scheduled time.
2. The student shall obey the bus in-charge coordinator, driver and conductor at all times.
3. They behave in a manner that allows the driver to safely operate the vehicle.
4. They occupy their seat and refrain at all times from moving around the bus.
5. They stay off roadway while waiting for the bus.
6. They wait until the bus comes to a complete stop before getting on or off the bus.
7. They keep entire body inside the bus at all times.
8. No talking is permitted at railroad tracks.
9. They avoid loud, inappropriate and/or profane language.
10. Eating or drinking on the bus is only allowed with the permission of the bus in charge or coordinator.
11. Damages to any bus should be reported to the bus in charge/ coordinator/ drives immediately students will pay for any damages the cause on any bus.
12. Students and parents are advised to keep the contact numbers of Drivers, Coordinator, Bus in-charge Coordinator and transport Officers.
13. If bus driver or conductor misbehaves with the students they should immediately inform to bus in-charge and transport officer.
14. Students will never through anything in the bus or out the window of a bus.
15. Students may not process or consume alcoholic behaviors. They shall not process, smoke, chew or use tobacco or any other drugs on busses.
16. Students may not process or use lighters, matches or other flammable items on busses.
17. No profanity, verbal abuse, harassment of any kind, absence gestures, gang signs or possessions of unacceptable materials is allowed.
18. No standing, while the bus in the motion is permitted.
19. No Throwing or shooting any type of object is permitted.
20. No aggression or play fighting is permitted.
21. Do not use emergency exists except in the case of an emergency.
22. Do not temper with any bus equipment or controls.
23. Students should respect others and not exhibit rudely behavior that could distract the driver.
24. Students may talk quietly, but should avoid loud, boisterous behavior that could distract the driver.

Registrar
Axis Institute of Higher Education
Kanpur

Address

Village Hathipur, Maharajpur, Kanpur Nagar - 209402
Website : www.aihe.ac.in

Contact

email: info@axiscolleges.in
Toll Free: 1800 313 2464



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25. Avoid unnecessary conversation with the driver unless addressed first.
26. Students should keep the bus clean.
27. Live pets or insects cannot be transported on any college bus.
28. Weapons of any kind are not permitted on a college bus.
29. The over showing of affection is not acceptable behavior and will not be tolerated.
30. No glass containers or glass items are allowed on busses.
31. Work with the transportation supervisor to assure that students are disciplined appropriately when they violate bus rules.
32. Drivers are in-charge of all passengers and will maintain order on the bus at all times.
33. All students have to make sure that they receive a copy of the rules of the bus.
34. The students have to make sure the bus is kept in a clean and orderly fashion.
35. The bus driver shall not wait for any student without prior information except medical cases.
36. Students should always keep their bus passes, while traveling in the bus.
37. During surprise bus checking, if any student caught without the bus pass or loss the bus pass Rs. 500/- fine may be penalized.

Dr. Ashish Malik
Director

- cc:
1. Office of Chairman Sir for kind information
 7. All Deans, Department Heads & In Charges for information
 8. Registrar Office for information
 9. Accounts & HR for record
 10. All Notice Board
 11. All concerned

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