



multiserve

Bus Route Failure Report

Transport Management Services, Multiserve

PLEASE FAX DIRECTLY TO

09 638 4798

On completion, please fax to Administration Supervisor, Multiserve Limited, Fax 09 638 4798

Date:			
Operator:		Route No:	
School(s):		Bus Regn No:	

If a bus cannot complete a school bus route, it is the bus operator's responsibility to make sure another vehicle is available. In cases where another vehicle is not available, the operator must advise the parents or caregivers through the bus controller so that the parents, caregivers or school can convey the children or make other arrangements.

Nature of Failure, and Reason

Describe briefly what happened. Indicate where on the route the incident occurred

Reason, if any, given by Operator

Was run completed by operator? If no, which part of the route was not completed?
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Reported to School Bus Controller/Principal	Yes <input type="checkbox"/> / No <input type="checkbox"/>	Date	Time
Reported to NZ Police (if appropriate)	Yes <input type="checkbox"/> / No <input type="checkbox"/>	Date	Time
Report completed by	Signed		

**NB: ROUTE FAILURES/BREAKDOWNS SHOULD BE REPORTED TO OUR OFFICE WITHIN 24 HOURS
ACCIDENTS MUST BE REPORTED ON AN 'ACCIDENT REPORT SHEET', NOT THIS SHEET**