

**2018年8月憲報公布
各公共小巴（專線）路線組別
客運營業證申請**

申請人須知

引言

一般事項

1. 本須知提供指引，協助申請人填寫申請表，務請仔細閱讀。
 2. 凡提出申請者，必須填交「2018年8月憲報公布各公共小巴（專線）路線組別客運營業證申請」的申請表。以其他方式提出的申請，概不受理。
 3. 申請表內各個項目的資料，必須用墨水筆或原子筆以楷書清楚填寫。
 4. 填妥的申請表必須以白信封密封，信封面註明「2018年8月憲報公布各公共小巴（專線）路線組別客運營業證申請」，並於2018年9月28日正午12時或之前，投入設於香港灣仔告士打道7號入境事務大樓41樓運輸署總部接待處的運輸署投標箱。以其他方式提出或在上述截止日期後始遞交的申請，概不受理。如黑色暴雨警告信號或8號或以上的颱風信號於2018年9月28日上午9時至正午12時期間生效，截止時間將延至下一個工作天正午12時。
 5. 運輸署會按申請人在截止申請日期當日或之前所交回申請表內填報的資料，以及運輸署要求申請人提供的附加資料（「附加資料」），考慮有關申請。運輸署評審有關申請時，會以申請人截至2018年9月21日的狀況（包括但不限於申請人經營專線小巴服務的表現、申請人的財政狀況及擬使用的公共小巴的車齡）為依據。不過，運輸署或會在截止申請日期後，要求申請人在指定日期前就申請表提供的資料提交證明文件，以澄清或支持已提交的申請資料（「支持申請的證據」）。運輸署會根據在截止申請日期當日或之前提交的申請表內填報的資料或附加資料（如有）評分，而支持申請的證據不會獨立取得分數。申請人在截止申請日期後提供的資料（除支持申請的證據外），概不受理。
 6. 運輸署會就「2018年8月憲報公布各公共小巴（專線）路線組別客運營業證申請」舉行簡介會，有關詳情如下：
 - 日期： 2018年8月29日（星期三）
 - 時間： 下午2時30分至4時
 - 地點： 香港金鐘道95號統一中心3樓運輸署會議室
- 簡介會後，運輸署會將簡介會的內容及答問紀要郵寄給所有曾索取申請表及提供通訊地址的人士/公司，亦會將該紀要上載至運輸署網頁，以供參考。
7. 運輸署不一定接受任何一份申請，並保留修改組別及經營細則的權力。

遴選程序

8. 接獲的申請會經過兩個評審階段，即初步甄選及最後遴選。在初步甄選階段，運輸署會根據下文第 10 項列出的評審因素及各因素所佔的比重，就各宗申請評分。沒有三合會相關罪行定罪記錄及獲評定 50 分或以上的申請人，會獲選進入最後遴選階段。
9. 最後遴選是在專線小巴營辦商遴選委員會（「遴選委員會」）召開的會議上進行。遴選委員會的成員包括交通諮詢委員會、運輸及房屋局、民政事務總署和運輸署的代表，並有一名廉政公署人員從旁觀察。在最後遴選階段，遴選委員會除考慮通過甄選階段的申請人的得分外，亦會考慮申請人其他有關資料。

遴選準則

10. 運輸署會根據下列評審因素評定每宗申請的優劣，並會在適用情況下按線性比例計算每宗申請的得分。各項因素的比重顯示於括號內。
 - (a) 申請人的管理能力（20 分），包括：
 1. 申請人從事公共小巴或同類公共交通服務行業的經驗（2.5 分）－ 擁有 8 年或以上有關經驗的申請人可獲滿分；
 2. 申請人擁有所需車輛的百分率（10 分）－ 就個人名義的申請人而言，以其配偶名義登記的車輛會視作申請人所擁有；就公司名義的申請人而言，以該公司名義登記或以該公司股東／董事或其配偶名義登記的車輛，會視作申請人所擁有。如申請人擁有車隊中 75%或以上車輛，可獲滿分；
 3. 向所有司機提供運輸署認可的訓練課程（請參閱附錄甲）（5 分）－ 如申請人在開辦路線前後各 3 個月內，向所有受聘以營運所申請組別的司機提供訓練課程，讓司機在該期間完成課程，可獲滿分；以及
 4. 聘請車隊經理（2.5 分）；
 - (b) 申請人擬使用車輛的質素（35 分），包括：
 1. 所使用車輛的車齡（15 分）－ 全數使用全新車輛（即 2018 年 9 月 21 日或之後登記的車輛）的申請人可獲滿分；
 2. 車輛更換計劃（5 分）－ 如申請人建議全數使用全新車輛，或沒有建議使用全新車輛，但承諾於有關組別的路線投入服務的首 3 年內把全數車輛更換為新車，可獲滿分；
 3. 使用環保車輛的百分率（5 分）－ 擬使用車隊只包括歐盟四期或以上柴油、石油氣或電動小巴的申請人，可獲滿分；以及
 4. 擬使用的車隊在過去 3 年的車輛檢驗記錄（10 分）－ 如申請人擬使用車輛檢驗合格率为 100%，或建議全數使用全新車輛，或建議全數使用車齡少於一年車輛（無車輛檢驗記錄），可獲滿分；
 - (c) 申請人的財政資源（5 分）－ 如申請人的流動資金不少於每輛車 5 萬元，可獲滿分；

- (d) 擬提供更佳乘客服務及設施和擬實施更佳營運安排（15分），包括：
1. 供殘疾人士及長者使用的設施；
 2. 在全數車輛上裝設安全設備；
 3. 關於營運及服務改善的建議；以及
 4. 在車上加設額外的車輛設備。

上述評審因素的認可項目及其比重載列於附錄乙，供申請人參考。附錄乙所列的認可項目僅供參考，並非詳盡無遺。申請人可提出附錄乙以外的其他項目，供遴選委員會考慮。如有新項目獲遴選委員會認可，附錄乙會相應作出修訂。申請人的得分會以獲認可建議項目的比重及最新清單內認可項目的總比重作為基礎計算。各認可建議項目的評核準則及其所佔比重如下：

獲認可的建議項目	比重
對保障全體乘客安全起重要作用的建議	3
能大幅提升乘客服務質素的建議	2
符合現時乘客期望及／或最新營運要求的建議	1

- (e) 申請人是否新加入專線小巴行業（15分）－ 如申請人為新加入專線小巴行業，可獲滿分。如申請人為現行專線小巴營辦商，其得分會按旗下專線小巴的數目遞減。（個人名義的申請人如現時是個人名義的專線小巴營辦商，或者是現時經營專線小巴的公司的董事／股東／獲授權人士*，會被視為現行專線小巴營辦商。至於公司名義的申請人，如該公司是現時經營專線小巴的營辦商，或其任何董事／股東／獲授權人士*是個人名義的現行專線小巴營辦商，或是現時經營專線小巴的公司的董事／股東／獲授權人士，會被視為現行專線小巴營辦商）；以及

* 請同時參閱本文件 B 部第 24 項。

- (f) 申請人建議收取的車費（10分），包括
1. 全程車費（7.5分）－ 申請人建議收取的全程車費如相等於或低於運輸署在「2018年8月憲報公布各公共小巴（專線）路線組別詳情」（下稱「憲報」）中指明的最高全程車費的75%，可獲滿分；以及
 2. 提供分段收費（2分）－ 申請人可建議提供一項或以上的分段收費。以下情況可獲滿分：
 - (i) 申請人建議的平均分段收費（即分段收費的總和除以分段收費的數目）相等於或低於運輸署在憲報中指明的最高全程車費的75%的一半；或
 - (ii) 申請人建議的平均分段收費高於運輸署在憲報中指明的最高全程車費的75%的一半，但分段收費的絕對值（即建議全程車費與建議平均分段收費的差額）相等於或大於運輸署在憲報中指明的最高全程車費的75%的一半。

至於其他建議平均分段收費水平，得分會按比例計算。申請人須依照下表列出的指定路段建議分段收費。

組別號碼	提供分段收費的指定路段
1	<u>往上環（荷里活道）方向</u> 由皇后大道中或在沿途道路最遠至荷里活道前登車，然後在沿途道路最遠到荷里活道下車
2(b)	<u>往銅鑼灣方向</u> <ul style="list-style-type: none">• 由鴨脷洲橋道至黃竹坑道 1 號前登車；• 由黃竹坑道 1 號至香港仔隧道前登車；• 由香港仔隧道登車至銅鑼灣
	<u>往鴨脷洲方向</u> <ul style="list-style-type: none">• 由摩理臣山道至黃竹坑道前登車；• 由黃竹坑道登車至鴨脷洲(平瀾街)
3(a)	<u>往香港兒童醫院方向</u> 在基業街(西行)或在沿途最遠至香港兒童醫院前登車，然後在沿途最遠至香港兒童醫院下車
3(b)	<u>往香港兒童醫院方向</u> 在牛頭角站或在沿途最遠至香港兒童醫院前登車，然後在沿途最遠至香港兒童醫院下車
	<u>往秀茂坪方向</u> 在香港兒童醫院或在沿途最遠至牛頭角站前登車，然後在沿途最遠至牛頭角站下車

如申請人建議的分段收費並非於上述的指定路段提供，建議將不獲考慮。如申請人沒有建議提供任何分段收費，在此項目不會獲得任何分數。

3. 提供學生優惠車費（0.5 分）— 如建議收取的學生優惠車費相等於或低於建議全程車費的 50%，可獲滿分，如在 51% 及以上的水平，將不會獲得任何分數。如申請人沒有建議提供學生優惠車費，在此項目不會獲得分數。

11. 以上列出的評審因素的評分總和是 100 分。

12. 如申請人在過去兩年有經營專線小巴服務而其表現被運輸署評定為一般或欠佳，會被減分（最多可減 10 分）。如申請人在過去兩年有經營專線小巴服務而其表現被評定為優異或卓越，可獲加分（最多可加 10 分），但該等額外得分只會在最後遴選階段中比較申請人與現行專線小巴營辦商申請人時，才獲納入考慮。如申請人在過去兩年曾

經營專線小巴服務，但在遞交申請表時已停止擔任董事或股東或獲授權人士，又或已出售股份或終止經營該專線小巴服務，申請人在過去兩年經營期間的表現仍會獲得考慮。

13. 當局不會考慮推薦信。因此，請勿遞交任何推薦信。

填寫申請表的注意事項

A 部 — 擬申請的組別

14. 申請人須在本部填寫擬申請的組別號碼。申請人最多可選擇三組路線，以及按照意願依次排列。申請人必須申請整組路線，而非某組路線的其中一條。如運輸署認為申請人適合經營多於一個所申請的組別，通常會按照申請人在申請表內列出的意願，只把一組路線分配給申請人。請注意，如申請人獲選承辦任何一個所申請的組別，申請即視作成功。在此情況下，申請人不能根據《道路交通條例》（香港法例第 374 章）第 33（1）（c）條，就不獲批給的組別，申請由交通審裁處進行覆核。
15. 如申請人不符合某組路線的車輛數目規定，就不應申請經營該組路線。不符合申請表及申請人須知所列規定的申請，不會獲得考慮。如申請人在某組別成為進入最後遴選階段的唯一申請人，而運輸署認為該申請人適合經營多於一個所申請的組別，在符合有關組別的車輛總數規定的條件下，可獲批給多於一個組別。

B 部 — 申請人的資料

16. 申請只可以個人名義或公司（根據《公司條例》（香港法例第 32 章）成立具法團地位者）名義提出。
17. 如以個人名義申請，申請人必須至少為其中一輛擬用以經營所申請組別的公共小巴的登記車主。以申請人配偶名義登記的車輛，會視作申請人所擁有（遞交申請表時應一併提交有關的結婚證書副本，以資證明）。
18. 如以公司名義申請，以該公司名義或以該公司股東／董事或其配偶名義登記的車輛，會視作該公司所擁有（遞交申請時應一併提交有關的結婚證書副本，以資證明）。
19. 申請人遞交申請表時須一併提交車輛登記文件副本，以證明車輛擁有權。如車輛取得按揭，須於遞交申請時一併提交經有關銀行簽署核證的車輛登記文件副本。
20. 如以公司名義申請，申請人必須為根據《公司條例》（香港法例第 32 章）成立具備法團地位者。遞交申請表時須一併提交商業登記證、公司註冊證書、公司組織章程大綱及章程細則等副本。
21. 如兩名或多名人士有意申請共同經營某組別，運輸署極力建議這些人士根據《公司條例》成立公司，然後以公司名義提出申請。

22. 每名申請人只可遞交一份申請表。就提出申請而言，任何人只可作為一間公司的指定董事。以同一人為指定董事的不同公司所提出的申請，只會視作一宗申請論。已經提出申請的公司的指定董事，不得以個人名義提出另一宗申請，即使提出申請，也不會獲得考慮。
23. 如以個人名義申請，申請一旦獲得批准，客運營業證只會以申請人本人的名義發出，而非發給在申請表 D 部填報的其他人士。
24. 如以公司名義申請，申請一旦獲得批准，客運營業證會以該公司的名義發出。該公司應指定一名董事或授權一名人士代表公司，簽訂與營運所申請的公共小巴（專線）服務有關的合約／協議書，包括處理與運輸署有關的一切事務。
25. 獲批准的申請人須向運輸署負責，確保妥善經營所獲批給組別的服務。申請表已夾附名為「經營公共小巴（專線）服務的條件」的文件 [T.D.269E(Rev.08/2017)]，詳載公共小巴（專線）營辦商須遵守的條件。
26. 如獲批准的申請人是新加入專線小巴行業的公司，須在客運營業證發出日期起計三年內，就任何有關其公司董事或擁有權變動的事宜（包括董事、股東及股權的變動）事先徵求運輸署署長同意。如不遵守此規定，有關的客運營業證可被取消或期滿後不獲續期。

C 部 — 公共交通服務的經驗

27. 申請人須提交文件，證明其以持牌人（或持牌人的指定董事／獲授權人士）、登記車主、合夥人、經理／監督或司機身份，經營或管理公共小巴（包括紅色小巴或專線小巴）或同類公共交通服務的經驗。如屬公司名義申請人，在申請表第 17 項至 20 項請填寫有關指定董事／獲授權人士的資料。

D 部 — 擬用以經營所申請專線服務的公共小巴的資料

28. 申請人須提供擬用以經營所申請路線的全部公共小巴的資料，而車輛數目不得多於申請組別相關的「最低車輛數目要求」。如申請人在 D 部「擬使用的車輛清單」中填寫的公共小巴數目多於所申請組別列明的最低車輛數目，運輸署會按清單內的排列次序，剔除超額的公共小巴。「擬使用的車輛清單」所填報的每名登記車主，必須在指定的空格內簽署，向運輸署表明他們同意只有申請人本身會獲批給經營所申請路線的權利，以及申請人承擔提供令人滿意服務的責任。申請人有權在運輸署署長事先批准的情況下，更換用以經營上述路線的任何公共小巴。
29. 除在申請時提供訂購全新公共小巴的單據外，申請人在申請表上表示會在得知其申請獲批准後購置全新公共小巴的保證，將視作以全新公共小巴經營所申請路線的承諾。在此種情況下，申請獲批准者必須在運輸署正式發給客運營業證以經營有關路線前，向運輸署提供訂購有關數目的全新公共小巴的單據。獲批准的申請人如未能出示訂購單據，或未有如在申請表上所述，着手購買全新公共小巴，將不會獲發給客運營業證。

29A. 本項只適用於申請第 3 組別路線的申請人。

申請第 3 組別路線的申請人，如獲運輸署批准經營第 3 組別路線，須在投入服務首日起計一年內，調配一輛全新可供輪椅上落的低地台公共小巴行走上述組別路線。申請人如未能履行此承諾，即屬違反客運營業證的條款，運輸署可取消、暫時吊銷或更改申請人的客運營業證。

申請第 3 組別路線的申請人，必須同時提交與車輛供應商的往來信函，內容須顯示申請人承諾在獲得運輸署批准經營所申請的第 3 組別路線後，會向該車輛供應商訂購可供輪椅上落的低地台小巴。有關可供輪椅上落的低地台公共小巴須符合《道路交通(車輛構造及保養)規例》(第 374A 章)的要求，並通過運輸署的車輛類型評定，才可投入服務。

30. 提供專線服務的所有公共小巴必須裝有空調設備。
31. 提供專線服務的所有公共小巴必須裝置設有指示燈的乘客落車鐘。乘客按動落車鐘時，會向公共小巴的司機發出訊號，指示司機停車讓乘客下車。
32. 提供專線服務的所有公共小巴，除收取現金車資的設施外，必須裝有運輸署署長指明的電子收費系統，方便乘客以電子方式支付車資。
33. 在提供專線服務的所有公共小巴內，須按運輸署署長不時指明的規格及方式，展示獲批准申請人的熱線號碼、交通投訴組的熱線號碼及電郵地址，以及警察交通熱線號碼。
34. 在所申請路線投入服務前，用以提供該專線服務的所有公共小巴必須裝設符合《道路交通條例》(香港法例第 374 章)所訂規格的乘客座位安全帶及高靠背乘客座椅。為符合這項規定，有關公共小巴可以是新車或已裝設符合《道路交通條例》(香港法例第 374 章)所訂規格的乘客座位安全帶及高靠背乘客座椅的現役車輛。
35. 除非有充分理由及事先獲運輸署署長批准，否則獲批准的申請人於經營獲批准的公共小巴(專線)服務時，只能使用在申請表 D 部「擬使用的車輛清單」填報的車輛，不得以其他公共小巴代替。使用事前未經批准的公共小巴，可導致客運營業證可能被取消。
36. 於經營新路線期間，獲批准的申請人必須維持擁有在申請表 D 部填報的車輛數目。除非有充分理由及事先獲運輸署署長批准，否則申請人減少擁有車輛的數目，可能會影響其客運營業證的續期申請。
37. 請同時參閱本文件 B 部第 17 至 19 項。

F 部 — 財政狀況

38. 申請人須注意，公共小巴(專線)路線在經營初期未必有利可圖或未必能維持收支平衡。獲批准的申請人須作好準備，以便在經營初期在虧蝕情況下繼續經營。

39. 申請人遞交申請時，須一併提交由銀行簽署以核證申請人名下帳戶截至 2018 年 9 月 21 日結餘款額的函件正本。

G 部 — 聘請車隊經理

40. 申請人須說明是否會聘請車隊經理，以管理用以經營所申請路線的所有公共小巴。申請人須列明所聘請的車隊經理所須具備的相關經驗及資格。

H 部 — 擬提供更佳乘客服務及設施和擬實施更佳營運安排

41. 申請人如認為有用和切實可行，可在本部提出擬提供更佳乘客服務及設施，和擬實施更佳營運安排的建議（包括供殘疾人士及長者使用的設施、在全數車輛上裝置安全設備、關於營運及服務改善的建議，以及在車上加設額外的車輛設備）。有關的認可建議項目載於附錄乙，供申請人參考。
42. 獲批准的申請人如有提出乘客服務及設施計劃，則必須於在本部填寫的日期或運輸署署長指定的日期或之前實施有關計劃。客運營業證屆滿時能否獲得續期，將視乎多項不同因素，包括這些計劃的實施是否令運輸署署長感到滿意。

I 部 — 關於司機的事項

43. 獲批准的申請人必須在每輛提供專線服務的公共小巴內，按運輸署署長指定的規格和方式展示司機證。
44. 提供專線服務的所有公共小巴，只可由獲批准的申請人聘請的司機駕駛。獲批准的申請人亦必須根據運輸署不時公布並正生效的《專線小巴司機的工作時間指引》編定司機的工作時間安排。
45. 獲批准的申請人如有在本部提出司機訓練計劃，則必須在本部填寫的日期或運輸署署長指定的時間內提供及實施有關計劃。客運營業證屆滿時能否獲得續期，將視乎多項不同因素，包括這些計劃的成果是否令運輸署署長感到滿意。

J 部 — 車費

46. 申請人須就所申請組別的路線的全程車費提出建議。建議收取的全程車費不得高於在憲報中指明的最高全程車費。不符合此規定的申請，不會獲得考慮。
47. 申請人可就本文件第 10(f)項附表所載路線的路段提供分段收費，並註明建議的分段收費。
48. 申請人可建議提供學生車費優惠，並註明建議的優惠車費。
49. 獲批准的申請人須在有關組別路線投入服務當日起計至少 12 個月內，維持其建議較最高全程車費為低的全程車費、分段收費（如有）

及學生優惠車費（如有）。

50. 獲批准的申請人須在獲批准經營組別內各條路線推行「政府長者及合資格殘疾人士公共交通票價優惠計劃」¹，並作出一切技術及操作上的安排，以符合實施該優惠計劃的基本條件。申請人須承擔為準備及實施該優惠計劃引致的所有開支，政府不會就此提供任何津貼。

K 部 — 聲明及承諾

51. 申請人須注意，如有落選者要求交通審裁處覆核運輸署署長的決定，則申請人在申請表內填報的資料可能會在覆核中披露。
52. 新加入專線小巴行業的申請人須聲明沒有作出行動或簽署或訂立任何協議或交易，直接或間接導致在申請獲批准後把申請表上註明的公共小巴（專線）路線的經營權轉讓他人。

L 部 — 授權書

53. 請在本部授權警務處處長或其代表，向運輸署及遴選委員會提供一切關於你／獲授權人士及所有公司董事的刑事定罪記錄詳細資料。這些記錄是決定申請者基本資格的重要因素。如拒絕授權提供該等資料，有關申請在接受評審時會受到不利影響。如沒有在授權書上簽署，須以書面方式解釋。

經營公共小巴（專線）服務的一般須知

54. 無論是否獲發給客運營業證以經營公共小巴（專線）服務，公共小巴一律受《道路交通條例》（香港法例第 374 章）及其附屬規例管制。兩類小巴的主要區別，在於不同的經營模式。公共小巴（專線）服務須按照指定的服務詳情表提供服務。服務詳情表列明指定的路線、行車時間表、車費表、所調配的車輛數目及停站地點等資料。
55. 公共小巴（專線）服務申請人獲得批准後，會獲發給客運營業證，以經營某組別的路線。申請人有責任按照夾附於客運營業證及運輸署署長不時因應情況予以修訂的服務詳情表，提供和維持適當及有效率的公共小巴（專線）服務，並每月把營運統計數字及每年把收支帳目呈交運輸署。申請人如決定終止其客運營業證下整個組別的公共小巴（專線）服務，須至少提早 6 個月以書面方式通知運輸署署長。
56. 目前，用以經營公共小巴（專線）服務的客運營業證的年費為 396 元，而發給每輛提供專線服務的車輛的客運營業證證明書年費為 160 元。獲批准的申請人亦須承擔每輛車輛的客運營業證字牌製造和安裝費用，以及把車輛髹上既定顏色（即專線小巴淺黃色車身及綠色車頂）的費用。

¹ 在「政府長者及合資格殘疾人士公共交通票價優惠計劃」下，合資格人士現時可以在任何時間以每程 2 元的優惠票價乘搭部分港鐵路線、專營巴士路線、渡輪路線及專線小巴路線。按該優惠計劃，政府會按實報實銷的方式向有關公共交通營辦商發還實際票價與 2 元之間的差額。

警告

57. 謹提醒申請人，根據《防止賄賂條例》（香港法例第 201 章），任何人如向公務員提供利益，即屬違法。申請人如被公務員或聲稱為公務員代理人索取利益或請求給予利益，應立即向廉政公署舉報（電話：2526 6366）。
58. 申請人亦須留意，如為求取得客運營業證以經營公共小巴（專線）路線，明知而作出在要項上虛假的陳述，不但會令有關申請無效，還會根據《道路交通條例》（香港法例第 374 章）第 111（3）條被檢控，一經定罪，可被判處罰款 5,000 元及監禁六個月。

運輸署

2018 年 8 月

運輸署認可的訓練課程¹

1. 客運車危機處理及職安健基礎證書（兼讀制）

舉辦機構：僱員再培訓局指定的培訓機構

課程目標：旨在加強業界從業員對危機處理及職業安全及健康的認識及運用技巧

課程內容：壞車及突發事件處理、照顧乘客安全的技巧、向其他道路使用者發出警告的技巧、路上急救的認識、意外事件之處理方法、職業安全及健康

課程時數：7小時

2. 安全控制跌胎車技巧證書（兼讀制）

舉辦機構：僱員再培訓局指定的培訓機構

課程目標：旨在改進業界從業員駕駛技術、掌握跌胎車及路面交通情況的應變技巧

課程內容：防衛駕駛知識、良好駕駛習慣及道路安全、路面觀察跌胎車情況及應變技巧、控制跌胎車應變技巧

課程時數：7小時

3. 駕駛改進課程

舉辦機構：香港駕駛學院、工聯會職業再訓練中心、利南駕駛學校、李健駕駛學校

課程目標：促進道路安全、提高駕駛者的守法意識，以及加深他們對駕駛行為及態度的認識

課程內容：違例記分制、跟車及停車距離、轉換行車線及路口、安全超車步驟、酒精及情緒波動影響下駕駛、意外成因分析、駕駛者精神狀況、態度及警覺

課程時數：不少於7小時

4. 道路安全與駕駛改進基礎證書（兼讀制）

舉辦機構：僱員再培訓局指定的培訓機構

課程目標：促進道路安全、提高駕駛者的守法意識，以及加深他們對駕駛行為及態度的認識

課程內容：安全駕駛基礎及認識相關法例／守則、了解和處理潛在的意外危險、車輛保養的技巧、安全駕駛應有之意識與態度、駕駛改進及意外預防、防止路口相撞的策略、越車時注意的事項、影響駕駛安全的原因、駕駛責任及價值觀

課程時數：12小時

5. 職業司機的職業安全與健康

舉辦機構：職業安全健康局

課程目標：向職業司機提供基本的安全及健康知識

課程內容：常見的職業司機職業安全及健康問題、駕駛車輛的一般安全態度、駕駛特別車輛須注意的事項、在惡劣天氣下駕駛、如何預防因工作關係亦容易引致的健康問題、緊急事故處理及工作壓力管理

課程時數：3.5小時

¹ 申請人可提出此附錄以外的其他課程，以供遴選委員會考慮。如有新課程獲遴選委員會認可，此清單會相應作出修訂。計算申請人的分數時會以最新的清單為準。

附錄乙

有關「擬提供更佳的乘客服務及設施和擬實施更佳營運安排」的
認可項目¹

供殘疾人士及長者使用的設施

認可的建議項目	比重
點字車輛登記號碼牌 ²	2
於總站站牌安裝點字牌，以展示行車路線及時間表 ²	1
以安全、非金屬及易於清潔的物料製成的防滑地板，其水準應較原廠裝置的地板為高，並令運輸署署長感到滿意 ²	3
為殘疾人士及長者乘客設立優先座位或讓他們優先登車 ³	1
於中門安裝額外的電動腳踏 ²	3

在全數車輛上裝設的安全設備

認可的建議項目	比重
中門警示系統 ²	2
裝置車輛監察系統的電子數據記錄儀（只適用於 2014 年 12 月 1 日之前首次登記的公共小巴） ²	3
裝置連閉路電視的倒車裝置 ²	3
裝置監察乘客車門的閉路電視 ²	3
安裝智能駕駛防撞系統 ²	3
安裝緊急求救系統（車長按下求助按鈕，便可即時以電子信息通知站長其準確位置） ²	2
裝設乘客安全帶警示系統 ²	3
裝設拉緊手掣警示系統（車輛未有拉好手掣而司機開門準備離開車輛時，車輛會發出警告聲響訊號，提醒拉緊手掣） ²	1

關於營運及服務改善的建議

認可的建議項目	比重
設立乘客聯絡小組（小組成員定期會面，以保持或改善專線小巴服務） ³	1
進行乘客意見調查（聘請專業人士調查乘客對專線小巴服務的意見） ²	1
舉辦模範司機比賽／頒發獎項 ³	1
設立司機安全駕駛獎勵計劃 ³	2
提供司機醫療／身體檢查津貼 ³	1
設置網絡攝影監察系統以加強車隊管理 ²	1
於車身外側展示投訴熱線電話號碼 ²	1
為司機提供制服 ²	1
在地區報章上刊登服務資料 ²	1

認可的建議項目	比重
在網頁上提供路線資料 ²	1
為司機免費提供職業英語及普通話訓練 ²	1
資助車隊經理考取急救課程證書及為司機免費提供基本急救方法訓練 ³	1
於車廂內提供無線上網服務 ²	1
安裝滿座報告系統（通知站長以調配小巴到各分站） ²	1
提供手機應用程式（讓乘客知悉下一輛到站專線小巴現時位置及預計到達時間） ²	2
在總站裝設專線小巴開出時間或倒數時間的電子顯示系統 ²	1
如屬重新申請的組別，聘請全數或大部分原有司機（如適用） ⁴	2

在車上加設的額外車輛設備

認可的建議項目	比重
（除法例規定的扶手以外）加設其他扶手（請註明安裝位置） ²	1
設置行李架 ²	1
於車廂內安裝視像及／或多語言廣播的電子設備，為乘客提供路線資料（包括車站顯示）及／或乘客安全資訊 ²	2
電子目的地指示器 ²	1
於車廂內安裝衛星（或全球定位系統〔GPS〕）導航或通訊系統或車內免提通訊系統 ²	2
設置空氣淨化設備 ²	1
裝設自動開啟車頭燈系統 ²	1

¹ 各認可項目會根據本文件第 10(d)項所述的準則評核得分。上列名單僅供參考，並非詳盡無遺。申請人可提出此附錄以外的其他項目（「新項目」），供遴選委員會考慮。遴選委員會會考慮新項目的可行性，因此申請人應詳細闡述所提建議，並提供足夠資料以證明有關新項目在技術及營運層面上可行，包括符合《道路交通條例》，香港法例第 374 章的規定。如有新項目獲遴選委員會認可，此附錄會相應作出修訂。計算申請人的分數時會以最新的清單為準。

² 申請人必須提交與設備／儀器供應商的往來信函，內容須顯示申請人承諾購買該供應商提供的有關設備／儀器及／或服務。

³ 申請人必須就完成項目向運輸署作出書面承諾。

⁴ 申請人必須提交由有關司機發出的信函。

請注意：就附錄乙而言，申請人必須提交文件，證明各擬議項目適用於經營獲批路線組別所使用的所有車輛／聘用的所有司機。如申請人未能於運輸署所定的限期內提交所需的證明文件，有關項目將不獲考慮。

**APPLICATION FOR PASSENGER SERVICE LICENCE(S) IN RESPECT
OF THE PACKAGES OF PUBLIC LIGHT BUS (SCHEDULED)
ROUTES GAZETTED IN AUGUST 2018**

GUIDANCE NOTES FOR APPLICANTS

INTRODUCTION

General

1. These notes provide guidance to applicants on how to complete the application form. Please read them carefully.
2. Applications must be made using the form “**Application for Passenger Service Licence(s) in Respect of the Packages of Public Light Bus (Scheduled) Routes Gazetted in August 2018**”. Applications submitted by other means will not be considered.
3. All items in the application form, in so far as they are applicable, should be clearly completed in ink or ball pen and in **BLOCK LETTERS**.
4. Completed application forms must be submitted in a plain white envelope sealed and marked on the outside of the envelope with “**Application for Passenger Service Licence(s) in Respect of the Packages of Public Light Bus (Scheduled) Routes Gazetted in August 2018**” and placed in the **Transport Department Tender Box** situated at the reception counter of the Transport Department Headquarters on the 41/F, Immigration Tower, 7 Gloucester Road, Wan Chai, Hong Kong before **12:00 noon on 28 September 2018**. **Applications submitted in any other manner or after the specified closing time will not be considered.** In case of a black rainstorm signal or typhoon signal No. 8 or above is in force between 9:00 a.m. and 12:00 noon on **28 September 2018**, the closing time will be extended to 12:00 noon on the next working day.
5. Applications will be considered on the basis of the information provided in the application form and additional information **as required by the Transport Department** (“additional information”) submitted on or before the closing date of application. **The Transport Department will assess the application on the basis of the applicant’s position as at 21 September 2018 (including but not limited to the performance when operating green minibus (GMB) service, financial position of the applicant and the age of the public light bus proposed to be used).** However, after the closing date, the Transport Department may request applicants to produce documentary evidence by a specified date to clarify or support the information provided on or before the closing date (“supporting evidence”). While scores will be given according to the information provided in the application form and additional information (if any) submitted on or before the closing date, no scores will be separately given to the supporting evidence alone. Any information other than the supporting evidence submitted after the closing date will not be considered.
6. The Transport Department will conduct a briefing session for “Application for Passenger Service Licence(s) in Respect of the Packages of Public Light Bus (Scheduled) Routes Gazetted in August 2018”. Details are as follows:

- Date: 29 August 2018 (Wednesday)
- Time: 2:30 p.m. – 4:00 p.m.
- Venue: 3/F, Conference Room, Transport Department, United Centre, 95 Queensway, Hong Kong.

After the briefing, the Transport Department will send by post a summary of the briefing, and the questions and answers to all the persons/companies who collected application forms and who supplied correspondence addresses, and will upload the summary onto the Department's website for reference.

7. The Transport Department does not bind itself to accept any application and reserves the right to modify the package and details of operation.

Selection Procedure

8. Applications received will be assessed in two stages, namely the Short-listing Stage and the Final Selection Stage. In the Short-listing stage, the Transport Department marks the applications according to the assessment factors and their respective weightings as detailed in item 10 below. Applicants who have no convictions for triad-related offences and who score 50 marks or above will be selected for the Final Selection stage.
9. The Final Selection is conducted by convening a meeting of a selection board called the Green Minibus Operators Selection Board ("Selection Board"). The Selection Board comprises representatives of the Transport Advisory Committee, the Transport and Housing Bureau, the Home Affairs Department and the Transport Department, with an observer from the Independent Commission Against Corruption. At this final selection stage, the Selection Board will consider not only the scores of the short-listed applicants, but also other relevant information pertaining to the applicants.

Selection Criteria

10. The strength of each application is assessed in terms of the following assessment factors. A linear scale will be adopted for calculation of marks, where applicable. The weighting of each factor is shown in brackets:
 - (a) management capability of the applicant (20 marks), including -
 1. the applicant's experience in the public light bus trade or similar public transport service (2.5 marks). Full marks will be awarded to applicants with relevant experience of 8 years or more;
 2. percentage of the required fleet owned by the applicant (10 marks). Vehicles owned by the spouse of an individual applicant, or vehicles registered in the name of the company applicant or owned by its shareholders/directors or their spouses are also counted. Full marks will be given to ownership of 75% or more of the fleet;
 3. provision of training courses accepted by the Transport Department (please refer to **Appendix A**) to all the drivers (5 marks). Full marks will be given to applicants who provide training courses to all the drivers required for operating the package applied for within the period 3 months before and 3 months after the commencement of the operation of the route(s) for the drivers to complete the courses during the period; and
 4. employment of a fleet manager (2.5 marks);

- (b) quality of the vehicles to be used by the applicant (35 marks), including -
1. age of the vehicles to be used (15 marks). Full marks will be given to an applicant if all vehicles are completely new (i.e. vehicles registered on or after 21 September 2018);
 2. vehicle replacement plan (5 marks). Full marks will be awarded to an applicant who proposes to use all completely new vehicles, or who whilst not proposing to deploy completely new vehicles, has committed to replacing the entire vehicle fleet with completely new vehicles within 3 years upon introduction of the package;
 3. percentage of environmentally friendly vehicles to be used (5 marks). Full marks will be awarded to the applicant if the proposed fleet comprises only Euro IV or above diesel, liquefied petroleum gas or electric vehicles; and
 4. vehicle examination records for the proposed fleet in the past three years (10 marks). Full marks will be given to the applicant who has a 100% passing rate, or if all proposed vehicles are completely new, or all proposed vehicles are less than one year of age (with no vehicle examination record).
- (c) financial resources of the applicant (5 marks). Full marks will be awarded where the liquid capital of the applicant is not less than \$50,000 per vehicle;
- (d) enhanced customer services and facilities to be provided and operational arrangements to be made (15 marks), including -
1. facilities for people with disabilities and the elderly;
 2. safety features on all vehicles;
 3. operational and service improvement proposals; and
 4. provision of additional vehicle features.

A list of acceptable items for the above assessment factors and their weighting are given at **Appendix B** for the reference of applicants. The acceptable items listed in **Appendix B** are by no means exhaustive, but only serves as a reference. Applicants may propose other item(s) not in **Appendix B** for consideration by the Selection Board. Upon acceptance of new item(s) by the Selection Board, **Appendix B** will be revised accordingly. The marks obtained by the applicant will be calculated based on the weighting of the acceptable proposed items from the applicant and the total weighting of the latest list of acceptable items. Each acceptable proposed item will be assessed according to the criteria and their respective weighting as follows:

Acceptable Proposed Items	Weighting
Proposals which have overriding benefits to enhance the safety of all passengers	3
Proposals which have overriding benefits for quality customer service to passengers	2
Proposals that can meet the current level of passenger expectations and / or the latest operational requirements	1

- (e) whether the applicant is a new entrant to the GMB trade (15 marks). Full marks will be given to the applicant if he/she is a new entrant to the GMB trade. If the applicant is an existing GMB operator, marks will be awarded in inverse proportion to the number of GMBs the applicant is operating. (An individual applicant is regarded as an existing GMB operator if he/she is also an existing individual GMB operator, or a director/shareholder/authorised person* of an existing company GMB operator. In case of a company applicant, the company applicant is regarded as an existing GMB operator

if the company is an existing GMB operator, or any of its directors/shareholders/authorised persons* is also an existing individual GMB operator, or is a director/shareholder/authorised person of an existing company GMB operator); and

* Item 24 in Part B is also relevant.

- (f) the fare proposed by applicant (10 marks), including -
1. full fare (7.5 marks). Full marks will be awarded if the proposed full fare by the applicant is equal to or less than 75% of the maximum full fare as specified by the Transport Department in the “Details of the Packages of Public Light Bus (Scheduled) Routes Gazetted in August 2018” (“The Gazette”);
 2. provision of section fare(s) (2 marks). Applicant can propose one or more section fares. Full marks will be awarded to the applicant if
 - (i) the average proposed section fare (i.e. sum of section fares divided by number of section fares) by the applicant is equal to or less than 50% of 75% of the maximum full fare level specified by the Transport Department in the Gazette; or
 - (ii) the average proposed section fare is higher than 50% of 75% of the maximum full fare level specified by the Transport Department in the Gazette but the absolute amount of the section fare concession (i.e. difference between the proposed full fare and average proposed section fare) is equal to or greater than 50% of 75% of the maximum full fare level specified by the Transport Department in the Gazette.

For the other average proposed section fare level, the mark will be awarded by proportion to the applicant. Applicants shall propose section fare(s) within the section(s) of routeing(s) as listed in the table below:

Package no.	Specified sections of routeing(s) for provision of section fare(s)
1	<p><u>Sheung Wan (Hollywood Road) bound</u></p> <p>Boarding from Queen Road Central or along the route before Hollywood Road, and alighting along the route up to Hollywood Road</p>
2(b)	<p><u>Causeway Bay bound</u></p> <ul style="list-style-type: none"> • Boarding from Ap Lei Chau Bridge Road up to 1 Wong Chuk Hang Road; • Boarding from 1 Wong Chuk Hang Road up to Aberdeen Tunnel; • Boarding from Aberdeen Tunnel to Causeway Bay
	<p><u>Ap Lei Chau bound</u></p> <ul style="list-style-type: none"> • Boarding from Morrison Hill Road up to Wong Chuk Hang Road; • Boarding from Wong Chuk Hang Road to Ap Lei Chau (Ping Lan Street)

3(a)	<p><u>Hong Kong Children's Hospital bound</u> Boarding from Kei Yip Street westbound or along the route before Hong Kong Children's Hospital, and alighting along the route up to Hong Kong Children's Hospital</p>
3(b)	<p><u>Hong Kong Children's Hospital bound</u> Boarding from Ngau Tau Kok Station or along the route before Hong Kong Children's Hospital, and alighting along the route up to Hong Kong Children's Hospital</p>
	<p><u>Sau Mau Ping bound</u> Boarding from Hong Kong Children's Hospital or along the route before Ngau Tau Kok Station, and alighting along the route up to Ngau Tau Kok Station</p>

If the provision of section fare proposed by the applicant does not fall within the section(s) of routeing(s) listed above, the proposal will not be considered. If the applicant does not propose any section fare, no mark will be awarded to the applicant under this item.

3. Provision of concessionary fare for students (0.5 mark). Full mark will be awarded if the proposed concessionary fare for students is equal to or less than 50% of the proposed full fare, but no mark will be awarded for 51% and above. If the applicant does not propose a concessionary fare for students, no mark will be awarded to the applicant under this item.

11. All these assessment factors add up to a total of 100 marks.

12. If the applicant had operated GMB services in the past two years and performance was rated as fair or unsatisfactory by the Transport Department, marks will be deducted from the applicant (deduction of up to 10 marks). If the applicant had operated GMB services in the past two years and performance was rated as good or very good, marks will be added to the applicant (maximum 10 additional marks), but the additional mark(s) will only be taken into account in the pair-wise comparison between existing GMB operator applicants in the final selection stage. If the applicant operated GMB services in the past two years and stopped acting as a director or shareholder or authorised person, or sold the shares or terminated the operation of the GMB service at the time of submitting the application form, the applicant's past performance during the operating period in the last two years will still be considered.

13. **No weight will be given to commendation letters. Please do not submit any commendation letters.**

Points To Note When Filling in the Application Form

PART A - PARTICULARS OF PACKAGE(S) APPLIED FOR

14. The applicant shall enter the package(s) he/she wishes to apply for. Applicant may apply for up to three packages in the order of his/her preference. **Applicant must apply for a whole package, not any particular route(s) of a package.** If the applicant is considered to be suitable for operating more than one of the packages he/she has applied for, the applicant

will normally be awarded only one package having regard to the preference stated in his/her application. Please note that **the application will be regarded as successful once the applicant has been selected for any one of the packages applied for. In this case, the applicant cannot apply for a review of the unselected packages by a Transport Tribunal under section 33(1)(c) of the Road Traffic Ordinance (Cap. 374).**

15. The applicant should not apply for a package if he/she cannot meet the vehicle requirements. An application which has not met the requirements specified in the application form and guidance notes for applicants will not be considered. If applicant is the only applicant for a particular package in the Final Selection stage, and considered suitable for operating more than one of the packages he/she has applied for, applicant may be awarded more than one package provided that she/he can meet the total vehicle requirements for the relevant packages.

PART B - PARTICULARS OF APPLICANT

16. Applications can only be made in the name of either an individual person or a company incorporated under the Companies Ordinance (Cap. 32).
17. **An individual person applicant must be the registered owner of at least one of the public light buses to be deployed. Vehicles registered under the name of the applicant's spouse are considered to be owned by the applicant** (A copy of the Marriage Certificate should be submitted together with the application).
18. **For company applicant, vehicles registered under the name of the company, its shareholders/directors or their spouses are considered to be owned by the company** (A copy of the Marriage Certificate should be submitted together with the application).
19. **The applicant must submit copies of the vehicle registration documents to prove the ownership of the vehicles. For vehicles under mortgage, certified copies of vehicle registration documents signed by the bank(s) should be submitted together with the application.**
20. **A company applicant must be incorporated under the Companies Ordinance (Cap. 32). A copy of each of the Business Registration Certificate, Certificate of Incorporation, the Memorandum of Association and the Articles of Association should be submitted together with the application.**
21. Where two or more persons wish to operate the package(s) under application, it is strongly recommended that a company be formed under the Companies Ordinance and the application be made in the name of the company.
22. An applicant shall submit only **one** application. A person must only be the nominated director of one company for the purpose of making the application. Applications submitted by different companies with the same nominated director will be regarded as **one** application. The nominated director of a company, which has submitted an application, is not permitted to submit another application as an individual person. Any such application will not be considered.
23. For individual person applicant, if the application is successful, the passenger service licence will be issued to the individual person in his/her name, not to any other person whose name may appear in Part D of the application form.

24. For company applicant, if the application is successful, the passenger service licence will be issued to the company in its name. The company shall nominate a director or authorise a person to represent the company to enter into contracts/agreements on the operation of the public light bus (scheduled) service(s) under application, including all dealings with the Transport Department.
25. The successful applicant will be responsible to the Transport Department for the satisfactory operation of the package granted. A copy of the "Conditions for the Operation of Public Light Bus (Scheduled) Service"[T.D.269E(Rev.08/2017)], which contains the conditions to be complied with by a public light bus (scheduled) service operator, is enclosed with the application form.
26. **The successful applicant who is a new entrant to the GMB trade will be required to seek prior consent from the Commissioner for Transport in respect of any change in directorship or ownership in the company (including any change in directors, shareholders and shareholdings) within 3 years from the date of issue of the Passenger Service Licence(s). Any failure to comply with this requirement may result in cancellation of the Passenger Service Licence(s) or non-renewal of Passenger Service Licence(s) upon its (their) expiry.**

PART C - EXPERIENCE IN PUBLIC TRANSPORT SERVICES

27. An applicant should provide documentary proof of operating or management experience as a licensee (or his/her nominated director/authorised person), registered vehicle owner, business partner, manager/supervisor, or driver in public light bus including both red minibus or GMB services, or similar public transport services. For company applicant, please fill in the information of the nominated director/authorised person under items 17-20 in the application form.

PART D - DETAILS OF PUBLIC LIGHT BUSES PROPOSED TO BE USED FOR THE OPERATION OF THE SCHEDULED SERVICES APPLIED FOR

28. Applicant shall provide particulars of all the public light buses proposed to be used for the operation of the route(s) applied for and the number of vehicles shall not exceed the "Minimum Vehicle Requirement" of the package applied for. If the number of public light buses entered by the applicant in "List of Vehicles Proposed to Be Used" of Part D is greater than the minimum number of vehicles required, the Transport Department will exclude the excessive public light buses in the order of public light bus in the list. Each registered owner in the "List of Vehicles Proposed to Be Used" must sign his/her name in the space provided to indicate to Transport Department his/her acceptance that only the applicant alone will be granted the right to operate the route(s) applied for and the applicant will assume the obligations to provide a satisfactory service in respect of the route(s). With prior approval from the Commissioner for Transport, the applicant has the right to replace any public light buses in operating the said route(s).
29. **Apart from producing purchase order(s) of completely new public light bus(es) at the time of application, an undertaking made by an applicant in the application to purchase new public light bus(es) upon being informed of his/her success in the application will also be accepted as a proof of the applicant's commitment to deploy new public light bus(es) to operate the route(s) applied for. Under such circumstances,**

the successful applicant MUST produce purchase order(s) to the Transport Department for all the relevant number of public light bus(es) before the Transport Department formally awards the Passenger Service Licence to him/her for operating the route(s). A Passenger Service Licence will NOT be awarded to a successful applicant who fails to provide such purchase order(s) or who does not proceed with the purchase of new public light buses as indicated in his/her application.

29A. This item is only applicable to those applicants who have applied for package no. 3.

For an applicant of package no. 3, the applicant shall, upon being granted the operating rights of this package by the Transport Department, deploy one new low-floor wheelchair-accessible public light bus to operate the GMB routes in package no. 3 within one year from the date of commencement of the services. If the applicant does not honour this undertaking, this will constitute a breach of condition of the Passenger Service Licence so issued and the Transport Department may cancel, suspend or vary the Passenger Service Licence so issued accordingly.

Applicants of package no. 3 are required to submit their correspondence with their vehicle supplier indicating the applicant's commitment to engage the vehicle supplier to provide the low-floor wheelchair-accessible public light bus upon being granted the operating rights of package no. 3 by the Transport Department. The concerned low-floor wheelchair-accessible public light bus must comply with the requirements specified in the Road Traffic (Construction and Maintenance of Vehicles) Regulations (Cap 374A) and type approval from the Transport Department must be obtained before it is deployed for service.

30. All public light buses used for the provision of the scheduled service are to be equipped with air conditioning.
31. All public light buses used for the provision of the scheduled service are to be equipped with passenger call-bells with indication lights which when pressed will signal to the driver of a public light bus to stop his/her vehicle to allow passengers to alight.
32. All public light buses used for the provision of the scheduled service shall, in addition to being equipped for collecting fares paid in cash, be installed with an electronic payment system to be specified by the Commissioner for Transport, to enable passengers to pay fares electronically.
33. All public light buses used for the provision of the scheduled service shall display a sign, in a format and in a manner to be specified by the Commissioner for Transport from time to time, showing the hotline number of the successful applicant, Transport Complaints Unit's hotline number and its email address and the hotline number of the Traffic Police.
34. All public light buses to be deployed for the provision of the scheduled service must have passenger seat belts and high back passenger seats complying with the specifications stipulated in the Road Traffic Ordinance, Cap 374, installed before introduction of the route. To meet this requirement, the public light buses can be new vehicles or serving vehicles with passenger seat belts and high back passenger seats complying with the specifications as stipulated in the Road Traffic Ordinance, Cap 374 fitted.
35. **Unless for good reason and with prior approval from the Commissioner for Transport, the successful applicant will not be allowed to deploy any public light buses**

other than those stated in the "List of Vehicles Proposed to Be Used" in Part D of the application form to operate the awarded public light bus (scheduled) service(s). Deployment of public light bus(es) without prior approval may result in the Passenger Service Licence being cancelled.

36. The successful applicant is required to maintain the number of vehicles owned as stated in Part D of the application form during operation of the new route(s). Unless for good reason and with prior approval from the Commissioner for Transport, reduction in the number of vehicles owned by the applicant may adversely affect any application for renewal of the Passenger Service Licence.
37. Items 17-19 in Part B are also relevant.

PART F - FINANCIAL POSITION

38. Applicants are advised that public light bus (scheduled) route(s) may not be profitable or may not break-even during the initial period of operation. A successful applicant should be prepared to sustain loss-making route(s) during the initial period of operation.
39. Applicants are required to submit their bank balance as at 21 September 2018, certified by an original letter signed by the bank which should be submitted together with the application.

PART G - EMPLOYMENT OF FLEET MANAGER

40. Applicants should indicate whether a fleet manager will be employed to manage all public light buses proposed for use on the route(s) applied for. The relevant experience and qualifications of the fleet manager to be employed should be specified.

PART H - ENHANCED CUSTOMER SERVICES AND FACILITIES TO BE PROVIDED AND OPERATIONAL ARRANGEMENTS TO BE MADE

41. An applicant may propose items in this part about enhanced customer services and facilities to be provided and operational arrangements to be made (including facilities for people with disabilities and the elderly, safety features on all vehicles, operational and service improvement proposals and provision of additional vehicle features), and he/she may consider useful and practical. A list of such acceptable suggested items is also shown in Appendix B for applicants' reference.
42. The successful applicant is obliged to implement these customer services and facilities plan, if any, on or before the dates as proposed in this part or as prescribed by the Commissioner for Transport. When the Passenger Service Licence is due for renewal, such renewal will depend on, among other things, the implementation of these plans to the satisfaction of the Commissioner for Transport.

PART I - PARTICULARS OF DRIVERS

43. The successful applicant must display inside every public light bus used for the provision of a scheduled service a driver identity plate in a format and in a manner prescribed by the Commissioner for Transport.

44. All public light buses used for the provision of a scheduled service are to be driven only by persons in the employ of the successful applicant. The successful applicant must also arrange the working hours of the drivers according to the “Guidelines for working hours of green minibus drivers” in effect from time to time issued by the Transport Department.
45. The successful applicant is obliged to provide and implement the driver training plans, if any, at the date as proposed in this part or within the time period as prescribed by the Commissioner for Transport. When the Passenger Service Licence is due for renewal, its renewal will depend on, among other things, the completion of these plans to the satisfaction of the Commissioner for Transport.

PART J - FARE

46. Applicants are required to propose the full fare(s) of the package(s) of route(s) applied for. The proposed full fare should not exceed the maximum fare level as specified in the Gazette. An application which fails to meet this requirement will not be considered.
47. Applicants may propose to offer section fare(s) within the section(s) of routeing(s) specified in the table in item 10(f) of this document, and state the proposed section fare(s).
48. Applicants may propose to provide fare concession to students, and state the proposed concessionary fare.
49. The successful applicant is required to maintain his/her proposed full fare(s) which is/are lower than the specified maximum fare(s), section fare(s) (if any) and concessionary fare for students (if any) for the route(s) for at least 12 months from the date of introduction of the package of route(s) concerned.
50. The successful applicant is required to implement the “Government Public Transport Fare Concession Scheme for the Elderly and Eligible Persons with Disabilities”¹ for all the route(s) in the Package(s) that the applicant is selected to operate, and make all technical and operational arrangements to satisfy the basic requirements of implementing the Concession Scheme. The applicant is required to bear all the costs incurred in preparing and implementing the Concession Scheme, without any subsidy from the Administration.

PART K – DECLARATION AND UNDERTAKING

51. Applicants are advised that the information given in their applications may be disclosed in any review of the decision of the Commissioner for Transport by a Transport Tribunal if there is an application for such review from an unsuccessful applicant.
52. **Applicants who are new entrants to the GMB trade are required to declare that they have not acted, signed or entered into any form of agreement or transaction that directly or indirectly would result in transferring the right to operate the public light bus (scheduled) route(s), as specified in the application, in the event that the application is successful.**

¹Under the “Government Public Transport Fare Concession Scheme for the Elderly and Eligible Persons with Disabilities”, eligible persons can now travel on some Mass Transit Railway lines, franchised bus routes, ferry routes and GMB routes at \$2 per trip anytime. According to the Concession Scheme, the Government reimburses the public transport operators concerned, on an accountable basis, the difference between the nominal fare and \$2.

PART L – AUTHORISATION

53. On this part of the form, you/authorised person and all company directors are requested to authorise the Commissioner of Police, or his representative, to release full particulars of all criminal convictions recorded against you to the Transport Department and to the Selection Board. These records are an important factor in determining the basic qualifications of the applicants. Failure to authorise the release of the information will have an adverse effect on the assessment of your application. The absence of any signature on the authorisation should be supported by a written explanation.

GENERAL INFORMATION ABOUT THE OPERATION OF PUBLIC LIGHT BUS (SCHEDULED) SERVICES

54. The provisions of the Road Traffic Ordinance (Cap. 374) and its subsidiary legislation apply to all public light buses whether or not they are issued with passenger service licences for operation of public light bus (scheduled) services. The essential difference lies in the mode of operation. Public light bus (scheduled) services are operated in accordance with specified schedules of service, which define the routes, timetables, fare tables, vehicle allocations and stopping places etc.
55. A successful applicant for public light bus (scheduled) services will be issued with a passenger service licence for the operation of a package of route(s). He/She will have an obligation to provide and maintain proper and efficient public light bus (scheduled) services on those routes under the package according to the schedules of service annexed to the passenger service licence, which may be amended from time to time whenever in the Commissioner for Transport's opinion circumstances so require. He/She will be required to submit monthly operating statistics and annual data on revenue and expenditure items to the Transport Department. **He/She will be required to notify the Commissioner for Transport in writing not less than six months in advance should he/she decide to terminate the public light bus (scheduled) service(s) of the package in whole under his passenger service licence.**
56. The current fee for a passenger service licence for operation of public light bus (scheduled) services is \$396 per annum and the fee for a passenger service licence certificate to be issued to each of the vehicles under operation is \$160 per annum. A successful applicant will also be required to bear the cost of making and placing a passenger service licence plate for each of the vehicles and for re-painting these vehicles in the public light bus (scheduled) livery of primrose yellow body with a green roof.

WARNING

57. Applicants are reminded that it is an offence under the Prevention of Bribery Ordinance (Cap. 201) for any person to offer an advantage to a civil servant. Should a civil servant or any person purporting to be his/her agent seek or solicit an advantage from an applicant, he/she should immediately report the matter to the Independent Commission Against Corruption (Tel. No. 2526 6366).
58. Applicants are also reminded that if they knowingly make any statement which is false in material particular for the purpose of obtaining the passenger service licence for the operation of public light bus (scheduled) routes, they will not only render their applications

null and void but will also render themselves liable to prosecution under Section 111(3) of the Road Traffic Ordinance (Cap. 374) and on conviction to a fine of \$5,000 and to imprisonment for six months.

Transport Department
August 2018

List of Acceptable Training Courses by the Transport Department¹**1. Foundation Certificate in Incident Handling and Occupational Safety & Health (Part-time)**

Organisation: Training bodies appointed by the Employees Retraining Board

Objective: To strengthen knowledge and skills in handling incidents and in the occupational safety and health of practitioners in the trade

Course contents: Handling vehicle breakdown and sudden incidents, techniques for caring the safety of passengers, skills in giving warning signals to other road users, knowledge about applying first aid on the road, methods for handling accident, occupational safety and health incidents

Number of hours: 7 hours

2. Certificate in Defensive Driving (Skidding Control) (Part-time)

Organisation: Training bodies appointed by the Employees Retraining Board

Objective: To improve driving skills, and understand the skills in responding to skidding vehicles and road traffic conditions of practitioners in the trade

Course contents: Knowledge about defensive driving, good driving habits and road safety, observation of vehicle skidding on the road and handling skills, techniques in controlling skidding vehicles

Number of hours: 7 hours

3. Driving Improvement Course

Organisation: The Hong Kong School of Motoring Ltd., The Hong Kong Federation of Trade Unions Occupational Retraining Centre Ltd., Leinam School of Motoring Ltd., Lee Kin Driving School Ltd.

Objective: To promote road safety, increase law-abiding awareness of drivers, deepen their understanding of driving behaviour and attitudes

Course contents: Driving-offence Points System, driving and stopping distance with vehicle in front, lane changing and junction crossing, steps for safe overtaking, driving under the influence of alcohol and mood, cause analysis of accident, driver's mental state, attitudes and awareness

Number of hours: Not less than 7 hours

4. Foundation Certificate in Road Safety and Driving Improvement (Part-time)

Organisation: Training bodies appointed by the Employees Retraining Board

Objective: To improve road safety, increase law-abiding awareness of drivers, deepen their understanding of the driving behaviour and attitude

Course contents: Foundation of safe driving and understanding of related legislation / regulations, understanding and handling potentially dangerous accident, vehicle maintenance skills, awareness and attitude of safe driving, driving improvement and accident prevention, strategies for avoiding collision at intersections, points to consider when overtaking, factors affecting safety of driving, driving responsibility and values

Number of hours: 12 hours

5. General Safety and Health for Professional Drivers

Organisation: Occupational Safety & Health Council

Objective: To provide professional drivers with basic safety and health knowledge

Course contents: Common occupational safety and health problems among professional drivers, attitude toward driving safety, precautions for driving special vehicles, driving in adverse weather conditions, how to prevent job-related health problems, handling of emergency incidents, work stress management

Number of hours: 3.5 hours

¹ Applicants may propose course(s) other than those set out in this Appendix for consideration by the Selection Board. Upon acceptance of new course(s) by the Selection Board, this list will be updated accordingly. The latest list will be adopted when calculating the marks of the applicants.

List of Acceptable Items¹ for
“Enhanced Customer Services and Facilities to be provided and Operational
Arrangements to be made”

Facilities for people with disabilities and the elderly

Acceptable proposed items	Weighting
braille registration number plate ²	2
installation of braille plate showing routeing and timetable at terminal ²	1
anti-slippery floor made of safe, non-metal and easy-to-clean material, the standard of which should be above the originally built-in floor and to the satisfaction of the Commissioner for Transport ²	3
priority seats or priority boarding for disabled and elderly passengers ³	1
installation of an additional electric step at the central door ²	3

Safety features on all vehicles

Acceptable proposed items	Weighting
central door alarm system ²	2
installation of electronic data recording device of the vehicle monitoring system (only applicable to public light buses first registered before 1 December 2014) ²	3
installation of vehicle reversing device with closed-circuit television (CCTV) ²	3
installation of CCTV system for monitoring passenger door ²	3
installation of artificial collision avoidance system ²	3
installation of emergency call system (immediate notification to the regulator electronic message with exact location after pressing the button) ²	2
installation of signaling system of wearing passengers' seat belt ²	3
installation of signaling system (applying handbrake which will emit warning signal if the handbrake has not been applied when the driver is ready to leave the vehicle compartment, in order to alert him to apply the handbrake) ²	1

Operational and service improvement proposals

Acceptable proposed items	Weighting
setting up of passenger liaison group (regular meeting with group members to maintain or improve GMB service) ³	1
conducting passenger opinion surveys (employ professionals to survey passengers' opinion on GMB services) ²	1
holding of model driver competition/award ³	1
safe driving bonus scheme for drivers ³	2
provision of medical/body check-up subsidy ³	1
webcam monitoring system for fleet management ²	1
displaying complaint hotline on exterior of vehicle body ²	1
provision of uniform to drivers ²	1
service information published in district newspaper ²	1
provision of route information on website ²	1
provision of occupational English and Putonghua training to drivers for free ²	1
sponsoring the fleet manager to obtain the Certificate in First Aid Course and provision of free basic first aid training to drivers ³	1
provision of Wi-Fi service inside compartment ²	1

Acceptable proposed items	Weighting
installation of minibus-full reporting system (notifying the regulator for dispatching GMB to en-route stop(s)) ²	1
provision of mobile app (allowing passengers to know the location of the next arriving GMB and the estimated arrival time) ²	2
departure time or count-down electronic display system of GMB departures at termini ²	1
re-employment of all or majority of drivers for the re-applied packages (if applicable) ⁴	2

Provision of additional vehicle features

Acceptable proposed items	Weighting
provision of handrails (in additional to those required by law) (please specify the location of installation) ²	1
provision of luggage rack ²	1
installation of visual and/or multi-lingual broadcasting electronic device(s) inside compartment for providing route information (including stop display) and/or passenger safety information ²	2
provision of electronic destination display ²	1
installation of satellite (or GPS) navigation or communication system or hand-free tele-communications system inside compartment ²	2
installation of air purifier ²	1
installation of auto-switching on headlamps system ²	1

¹ Each acceptable item will be assessed according to the criteria prescribed at item 10(d) of this document. The above list is by no means exhaustive, but only serves as a reference. Applicants may propose other item(s) (“new item(s)”); not in this Appendix for consideration by the Selection Board. The Selection Board will consider the feasibility of the proposed new item(s), therefore, applicants should elaborate their proposals and supply sufficient information to show that the new item(s) is(are) feasible in technical and operational aspects including compliance with the provisions in the Road Traffic Ordinance, Cap. 374. Upon acceptance of new item(s) by the Selection Board, this list will be updated accordingly. The latest list will be adopted when calculating the scores of the applicants.

² Applicants are required to submit their correspondence with the equipment / device supplier indicating the applicant’s commitment to engage the supplier to provide the equipment / device and/ or the service.

³ Applicants are required to submit to the Transport Department a written undertaking to complete the item.

⁴ Applicants are required to submit letter(s) from the driver(s) concerned.

Please note: Regarding **Appendix B**, applicant shall provide documents to show that the proposed items could be implemented on all vehicles/drivers proposed to be used/employed for the operation of the route(s) in the package(s). In the absence of such supporting documents by the deadline set by the Transport Department, the item(s) concerned will not be considered by the Transport Department.

2018 年 8 月憲報公布各公共小巴（專線）路線組別詳情

<u>組別號碼</u>	<u>港島區公共小巴（專線）路線</u>	<u>路程</u> <u>（公里）</u>	<u>最高</u> <u>全程車費</u> <u>（元）</u>	<u>最低車輛</u> <u>數目要求</u>	<u>基本</u> <u>班次</u> <u>（分鐘）</u>
1	<p><u>上環(荷李活道)至堅道(循環線)</u>: 經荷里活道、普仁街、新街、皇后大道西、東邊街、醫院道、般咸道、堅道、奧卑利街、荷李活道、雲咸街、雪廠街、皇后大道中、文咸東街、皇后大道西及荷里活道。</p>	4.3 (來回程)	7.8	2	15-30

上述路線投入服務前，用以提供其專線服務的全部公共小巴，必須裝設符合《道路交通條例》(第 374 章)所訂規格的乘客座位安全帶及高靠背乘客座椅。

2018 年 8 月憲報公布各公共小巴（專線）路線組別詳情

組別號碼	港島區公共小巴（專線）路線	路程 (公里)	最高 全程車費 (元)	最低車輛 數目要求	基本 班次 (分鐘)
2(a)	<p>鴨脷洲(平瀾街)至利東邨/鴨脷洲邨(循環線):經平瀾街、新市街、惠風街、鴨脷洲大街、利枝道、鴨脷洲橋道(東行線)、鴨脷洲徑、利東邨道、鴨脷洲徑、鴨脷洲橋道(西行線)、*[利南道、怡南路]、鴨脷洲橋道(東行線)、利枝道、悅海街、華庭街、鴨脷洲大街及平瀾街。</p> <p>*此路線在每日上午 7 時至下午 9 時開出的班次，將繞經利南道及怡南路。</p> <p>上述路線投入服務前，用以提供其專線服務的全部公共小巴，必須裝設符合《道路交通條例》(第 374 章)所訂規格的乘客座位安全帶及高靠背乘客座椅。</p>	5.6 (來回程)	8.8	1	30
2(b)	<p>鴨脷洲(平瀾街)至銅鑼灣(利園山道)(循環線):經平瀾街、新市街、惠風街、鴨脷洲大街、利枝道、鴨脷洲橋道、鴨脷洲徑、鴨脷洲海旁道、鴨脷洲徑、鴨脷洲橋道、黃竹坑道、香港仔隧道、黃泥涌道、摩理臣山道、禮頓道、希慎道、恩平道、蘭芳道、利園山道、富明街、波斯富街、禮頓道、摩理臣山道、黃泥涌道、香港仔隧道、黃竹坑道、鴨脷洲橋道、鴨脷洲徑、鴨脷洲海旁道、鴨脷洲徑、鴨脷洲橋道、利枝道、悅海街、華庭街、鴨脷洲大街及平瀾街。</p> <p>上述路線投入服務前，用以提供其專線服務的全部公共小巴，必須裝設符合《道路交通條例》(第 374 章)所訂規格的乘客座位安全帶及高靠背乘客座椅。</p>	16.1 (來回程)	15.8	3	15-20

2018年8月憲報公布各公共小巴（專線）路線組別詳情

<u>組別號碼</u>	<u>九龍區公共小巴（專線）路線</u>	<u>路程 （公里）</u>	<u>最高 全程車費 （元）</u>	<u>最低車輛 數目要求</u>	<u>基本 班次 （分鐘）</u>
3(a)	<p>油塘(油麗邨)至香港兒童醫院: 經油麗邨內限制道路、油塘道、茶果嶺道、偉業街、迴旋處、偉業街、基業街、海濱道、啟興道、臨澤街、祥業街及承昌道。</p> <p>香港兒童醫院至油塘(油麗邨): 經承昌道、祥業街、海濱道、駿業街、偉業街、迴旋處、偉業街、茶果嶺道、油塘道、油塘里、油塘道及油麗邨內限制道路。</p>	<p>往香港 兒童醫院 4.3</p> <p>往油塘 (油麗邨) 4.4</p>	7.8	4	15

上述路線投入服務前，用以提供其專線服務的全部公共小巴，必須裝設符合《道路交通條例》（第374章）所訂規格的乘客座位安全帶及高靠背乘客座椅。

2018 年 8 月憲報公布各公共小巴（專線）路線組別詳情

<u>組別號碼</u>	<u>九龍區公共小巴（專線）路線</u>	<u>路程 （公里）</u>	<u>最高 全程車費 （元）</u>	<u>最低車輛 數目要求</u>	<u>基本 班次 （分鐘）</u>
3(b)	秀茂坪至香港兒童醫院 :經秀豐街、秀茂坪道、協和街、康寧道、宜安街、通明街、牛頭角道、雅麗道、勵業街、海濱道、啟興道、臨澤街、祥業街及承昌道。	往香港 兒童醫院 4.1	7.8	5	12
	香港兒童醫院至秀茂坪 :經承昌道、祥業街、海濱道、勵業街、雅麗道、牛頭角道、康寧道、協和街、秀茂坪道及秀豐街。	往秀茂坪 4.0			

上述路線投入服務前，用以提供其專線服務的全部公共小巴，必須裝設符合《道路交通條例》（第 374 章）所訂規格的乘客座位安全帶及高靠背乘客座椅。

此外，此路線組別號碼 3 在投入服務首日起計一年內，須調配一輛全新可供輪椅上落的低地台公共小巴提供服務。有關可供輪椅上落的低地台公共小巴須符合《道路交通（車輛構造及保養）規例》（第 374A 章）的要求，並通過運輸署的車輛類型評定，才可投入服務。

**DETAILS OF THE PACKAGES OF PUBLIC LIGHT BUS (SCHEDULED) ROUTE(S)
GAZETTED IN AUGUST 2018**

<u>Package No.</u>	<u>Hong Kong Island Public Light Bus (Scheduled) Route(s)</u>	<u>Journey Distance (km)</u>	<u>Maximum Full Fare (\$)</u>	<u>Minimum Vehicle Requirement</u>	<u>Basic Frequency (Minutes)</u>
1	<u>Sheung Wan (Hollywood Road) to Caine Road (Circular):</u> via Hollywood Road, Po Yan Street, New Street, Queen's Road West, Eastern Street, Hospital Road, Bonham Road, Caine Road, Old Bailey Street, Hollywood Road, Wyndham Street, Ice House Street, Queen's Road Central, Bonham Strand, Queen's Road West and Hollywood Road.	4.3	7.8	2	15-30

All public light buses to be deployed for the provision of the scheduled service in respect of the above route must have passenger seat belts and high back passenger seats complying with the specifications stipulated in the Road Traffic Ordinance (Chapter 374) installed before the operation of the route commences.

**DETAILS OF THE PACKAGES OF PUBLIC LIGHT BUS (SCHEDULED) ROUTE(S)
GAZETTED IN AUGUST 2018**

<u>Package No.</u>	<u>Hong Kong Island Public Light Bus (Scheduled) Route(s)</u>	<u>Journey Distance (km)</u>	<u>Maximum Full Fare (\$)</u>	<u>Minimum Vehicle Requirement</u>	<u>Basic Frequency (Minutes)</u>
2(a)	<p><u>Ap Lei Chau (Ping Lan Street) to Lei Tung Estate/Ap Lei Chau Estate (Circular):</u> via Ping Lan Street, San Shi Street, Wai Fung Street, Main Street, Ap Lei Chau, Lee Chi Road, Ap Lei Chau Bridge Road eastbound, Ap Lei Chau Drive, Lei Tung Estate Road, Ap Lei Chau Drive, Ap Lei Chau Bridge Road westbound, *[Lee Nam Road, Yi Nam Road] Ap Lei Chau Bridge Road eastbound, Lee Chi Road, Yuet Hoi Street, Wah Ting Street, Main Street, Ap Lei Chau and Ping Lan Street.</p>	5.6 (Round trip)	8.8	1	30

*Departures of this route will be diverted via Lee Nam Road and Yi Nam Road between 7.00 a.m. and 9.00 p.m. daily

All public light buses to be deployed for the provision of the scheduled service in respect of the above route must have passenger seat belts and high back passenger seats complying with the specifications stipulated in the Road Traffic Ordinance (Chapter 374) installed before the operation of the route commences.

**DETAILS OF THE PACKAGES OF PUBLIC LIGHT BUS (SCHEDULED) ROUTE(S)
GAZETTED IN AUGUST 2018**

<u>Package No.</u>	<u>Hong Kong Island Public Light Bus (Scheduled) Route(s)</u>	<u>Journey Distance (km)</u>	<u>Maximum Full Fare (\$)</u>	<u>Minimum Vehicle Requirement</u>	<u>Basic Frequency (Minutes)</u>
2(b)	<p><u>Ap Lei Chau (Ping Lan Street) to Causeway Bay (Lee Garden Road)</u> (Round trip) <u>(Circular):</u> via Ping Lan Street, San Shi Street, Wai Fung Street, Main Street, Ap Lei Chau, Lee Chi Road, Ap Lei Chau Bridge Road, Ap Lei Chau Drive, Ap Lei Chau Praya Road, Ap Lei Chau Drive, Ap Lei Chau Bridge Road, Wong Chuk Hang Road, Aberdeen Tunnel, Wong Nai Chung Road, Morrison Hill Road, Leighton Road, Hysan Avenue, Yun Ping Road, Lan Fong Road, Lee Garden Road, Foo Ming Street, Percival Street, Leighton Road, Morrison Hill Road, Wong Nai Chung Road, Aberdeen Tunnel, Wong Chuk Hang Road, Ap Lei Chau Bridge Road, Ap Lei Chau Drive, Ap Lei Chau Praya Road, Ap Lei Chau Drive, Ap Lei Chau Bridge Road, Lee Chi Road, Yuet Hoi Street, Wah Ting Street, Main Street, Ap Lei Chau and Ping Lan Street.</p>	16.1	15.8	3	15-20

All public light buses to be deployed for the provision of the scheduled service in respect of the above route must have passenger seat belts and high back passenger seats complying with the specifications stipulated in the Road Traffic Ordinance (Chapter 374) installed before the operation of the route commences.

**DETAILS OF THE PACKAGES OF PUBLIC LIGHT BUS (SCHEDULED) ROUTE(S)
GAZETTED IN AUGUST 2018**

<u>Package No.</u>	<u>Kowloon Public Light Bus (Scheduled) Route(s)</u>	<u>Journey Distance (km)</u>	<u>Maximum Full Fare (\$)</u>	<u>Minimum Vehicle Requirement</u>	<u>Basic Frequency (Minutes)</u>
3(a)	<p><u>Yau Tong (Yau Lai Estate) to Hong Kong Children's Hospital:</u> via estate road in Yau Lai Estate, Yau Tong Road, Cha Kwo Ling Road, Wai Yip Street, roundabout, Wai Yip Street, Kei Yip Street, Hoi Bun Road, Kai Hing Road, Lam Chak Street, Cheung Yip Street and Shing Cheong Road.</p> <p><u>Hong Kong Children's Hospital to Yau Tong (Yau Lai Estate):</u> Shing Cheong Road, Cheung Yip Street, Hoi Bun Road, Tsun Yip Street, Wai Yip Street, roundabout, Wai Yip Street, Cha Kwo Ling Road, Yau Tong Road, Yau Tong Lane, Yau Tong Road and estate road in Yau Lai Estate.</p>	<p>Hong Kong Children's Hospital bound 4.3</p> <p>Yau Tong (Yau Lai Estate) bound 4.4</p>	7.8	4	15

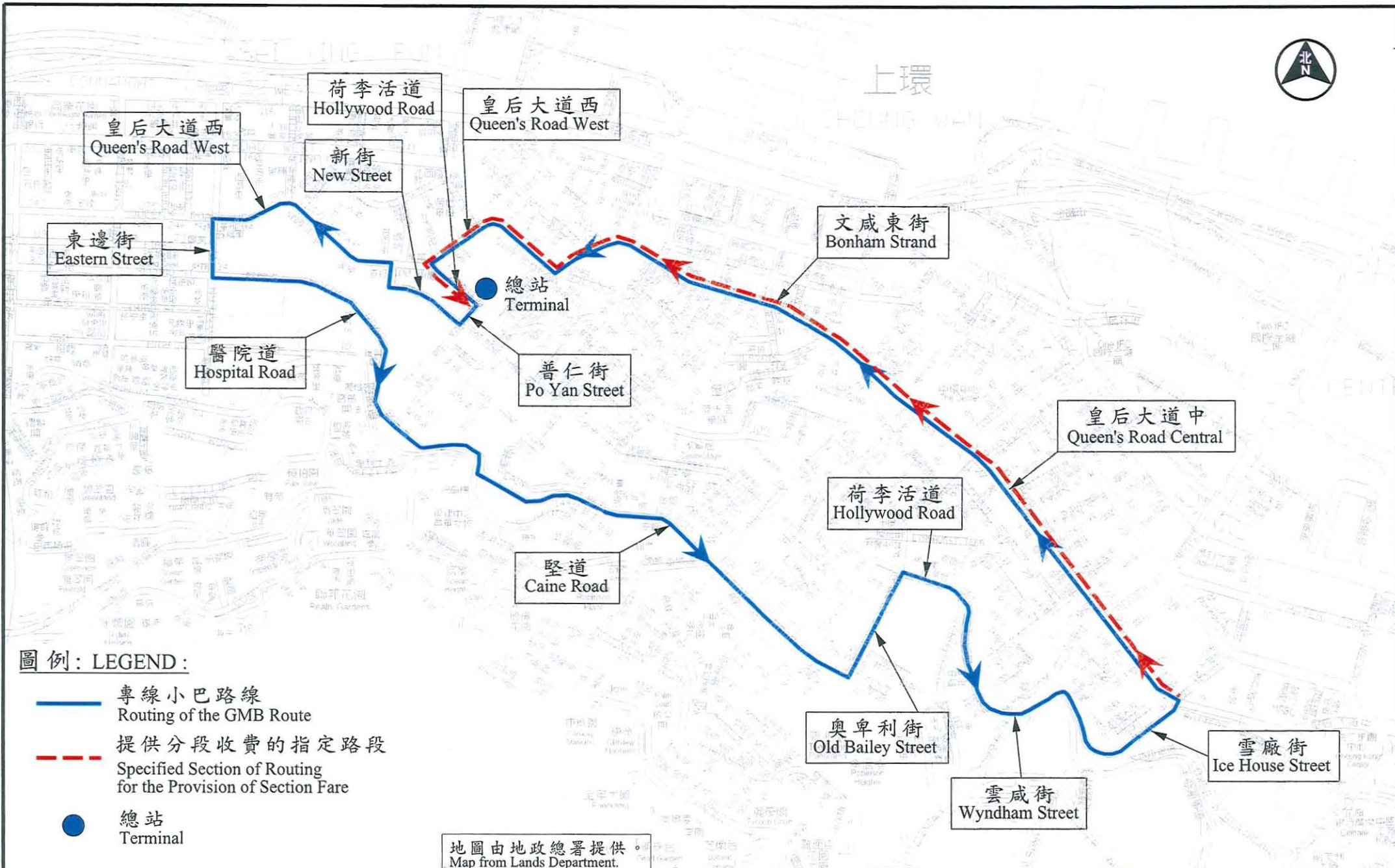
All public light buses to be deployed for the provision of the scheduled service in respect of the above route must have passenger seat belts and high back passenger seats complying with the specifications stipulated in the Road Traffic Ordinance (Chapter 374) installed before the operation of the route commences.

**DETAILS OF THE PACKAGES OF PUBLIC LIGHT BUS (SCHEDULED) ROUTE(S)
GAZETTED IN AUGUST 2018**

<u>Package No.</u>	<u>Kowloon Public Light Bus (Scheduled) Route(s)</u>	<u>Journey Distance (km)</u>	<u>Maximum Full Fare (\$)</u>	<u>Minimum Vehicle Requirement</u>	<u>Basic Frequency (Minutes)</u>
3(b)	<p><u>Sau Mau Ping to Hong Kong Children's Hospital:</u> via Sau Fung Street, Sau Mau Ping Road, Hip Wo Street, Hong Ning Road, Yee On Street, Tung Ming Street, Ngau Tau Kok Road, Elegance Road, Lai Yip Street, Hoi Bun Road, Kai Hing Road, Lam Chak Street, Cheung Yip Street and Shing Cheong Road.</p> <p><u>Hong Kong Children's Hospital to Sau Mau Ping:</u> via Shing Cheong Road, Cheung Yip Street, Hoi Bun Road, Lai Yip Street, Elegance Road, Ngau Tau Kok Road, Hong Ning Road, Hip Wo Street, Sau Mau Ping Road and Sau Fung Street.</p>	<p><u>Hong Kong Children's Hospital bound</u> 4.1</p> <p><u>Sau Mau Ping bound</u> 4.0</p>	7.8	5	12

All public light buses to be deployed for the provision of the scheduled service in respect of the above route must have passenger seat belts and high back passenger seats complying with the specifications stipulated in the Road Traffic Ordinance (Chapter 374) installed before the operation of the route commences.

In addition, one new low-floor wheelchair-accessible public light bus has to be deployed in this route package number 3 within one year from the date of commencement of the services. The concerned low-floor wheelchair-accessible public light bus must comply with the requirements specified in the Road Traffic (Construction and Maintenance of Vehicles) Regulations (Cap 374A) and type approval must be obtained from the Transport Department before service commences.



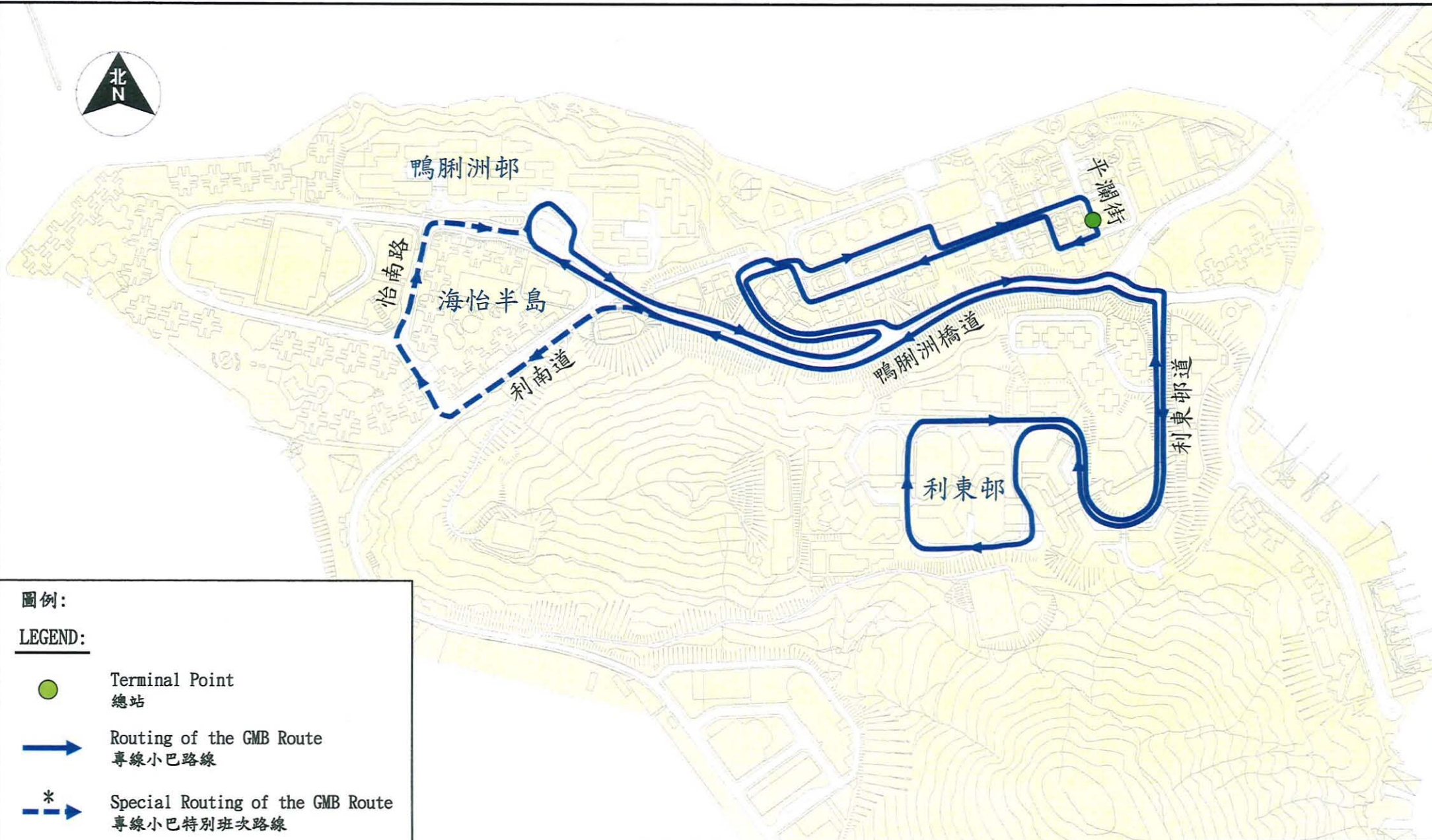
圖例: LEGEND:

-  專線小巴路線
Routing of the GMB Route
-  提供分段收費的指定路段
Specified Section of Routing for the Provision of Section Fare
-  總站
Terminal

地圖由地政總署提供。
Map from Lands Department.

上環(荷李活道)至堅道專線小巴路線(循環線)
Routing of the GMB Route from Sheung Wan (Hollywood Road) to Caine Road (Circular Route)





圖例:

LEGEND:



Terminal Point
總站



Routing of the GMB Route
專線小巴路線



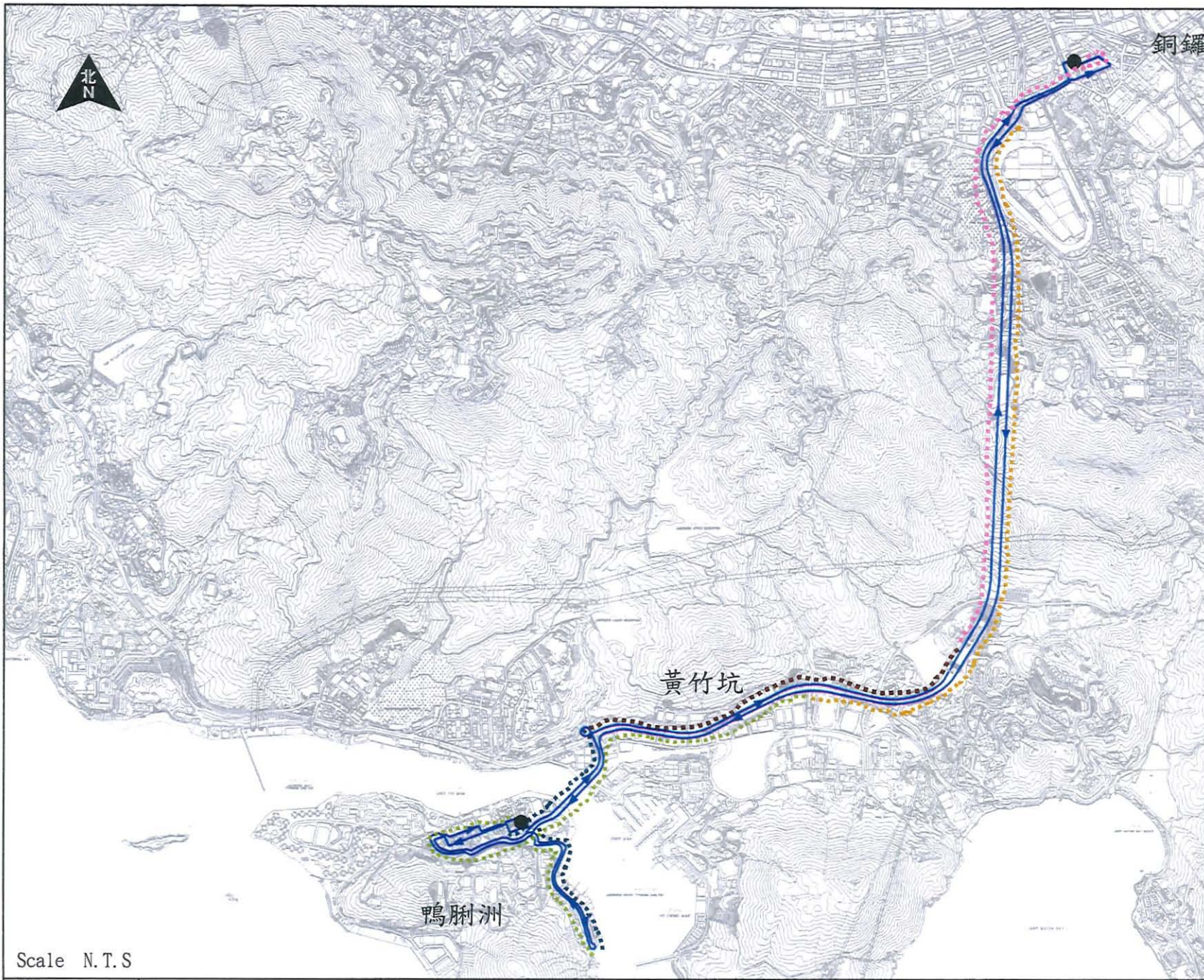
Special Routing of the GMB Route
專線小巴特別班次路線

* Routing via Lee Nam Road and Yi Nam Road at South Horizons from 7:00am to 9:00pm
上午7時至晚上9時開出的班次將繞經海怡半島利南道及怡南路

地圖由地政總署提供。
Map from Lands Department.

鴨脷洲 (平瀾街) 至 利東邨/鴨脷洲邨 (循環線)
(AP LEI CHAU (PING LAN STREET) - LEI TUNG ESTATE/AP LEI CHAU ESTATE (CIRCULAR))





銅鑼灣

地圖由地政總署提供。
Map from Lands Department:

- 圖例 **LEGEND:**
- 總站
Terminal Point
 - ➔ 專線小巴路線
Routing of the GMB Route

提供分段收費的指定路段：
Specified sections of routing for provision of section fares:

往銅鑼灣方向 Causeway Bay bound

- 由鴨脷洲橋道至黃竹坑道1號前登車
Boarding from Ap Lei Chau Bridge Road up to 1 Wong Chuk Hang Road
- 由黃竹坑道1號至香港仔隧道前登車
Boarding from 1 Wong Chuk Hang Road up to Aberdeen Tunnel
- 由香港仔隧道登車至銅鑼灣
Boarding from Aberdeen Tunnel to Causeway Bay

往鴨脷洲方向 Ap Lei Chau bound

- 由摩理臣山道至黃竹坑道前登車
Boarding from Morrison Hill Road up to Wong Chuk Hang Road
- 由黃竹坑道登車至鴨脷洲(平瀾街)
Boarding from Wong Chuk Hang Road to Ap Lei Chau (Ping Lan Street)

Scale N.T.S

鴨脷洲(平瀾街) 至 銅鑼灣(利園山道) (循環線)
AP LEI CHAU (PING LAN STREET) - CAUSEWAY BAY (LEE GARDEN ROAD) (CIRCULAR)








油塘(油麗邨) - 香港兒童醫院



不依比例
Not to Scale

Yau Tong (Yau Lai Estate) – Hong Kong Children’s Hospital 油塘(油麗邨) – 香港兒童醫院

LEGEND 圖例

-  Routing of the GMB Route
專線小巴路線
-  Section Fare (Kei Yip Street – Hong Kong Children’s Hospital)
分段收費 (基業街 – 香港兒童醫院)
-  Terminal Point
總站

地圖由地政總署提供 (資料來源：地理資訊地圖 www.map.gov.hk)
Map from Lands Department (Source: "GeoInfo Map" www.map.gov.hk)



秀茂坪 – 香港兒童醫院



不依比例
Not to Scale

Sau Mau Ping – Hong Kong Children's Hospital 秀茂坪 – 香港兒童醫院

地圖由地政總署提供 (資料來源：地理資訊地圖 www.map.gov.hk)
Map from Lands Department (Source: "GeoInfo Map" www.map.gov.hk)

LEGEND 圖例

- Routing of the GMB Route
專線小巴路線
- - - Section Fare (Ngau Tau Kok Station – Hong Kong Children's Hospital)
分段收費 (牛頭角站 – 香港兒童醫院)
- Terminal Point
總站

收集個人資料聲明

收集目的

本表格內所提供的個人資料，會供運輸署作下列用途：

- (a) 與處理本表格所載申請事項有關的工作；
- (b) 如申請獲批准，監察有關持牌專線小巴服務的營運及財務狀況；以及
- (c) 執行牌照條件和《道路交通條例》(香港法例第 374 章)的相關條文。

2. 你必須提供本表格所要求的個人資料。如未能提供所需資料，你的申請可能不獲考慮。

資料承轉人類別

3. 本表格內所提供的個人資料，可能會為上述目的提供予政府部門及其他獲授權機構或代理人處理。

查閱個人資料

4. 根據《個人資料(私隱)條例》(香港法例第 486 章)第 18 和 22 條，以及附表 1 第 6 保障資料原則，你有權要求查閱及改正你在本表格所提供的個人資料。你的查閱權包括在繳交運輸署指定的費用後，索取在本表格所提供的個人資料副本。

查詢

5. 如欲查詢經本表格收集的個人資料，包括查閱及改正資料，請聯絡下述人士：

香港灣仔告士打道 7 號
入境事務大樓 39 樓 3920A 室
運輸署渡輪及輔助客運部
運輸主任／公共小巴
電話：2829 5371

Personal Information Collection Statement

Purposes of Collection

The personal data provided by means of this form will be used by the Transport Department for the following purposes:

- (a) activities relating to the processing of your application as set out in this form;
- (b) where your application is successful, monitoring the operation and financial performance of the licensed Green Minibus Service; and
- (c) enforcing the licence conditions and relevant provisions of the Road Traffic Ordinance (Cap 374).

2. It is obligatory for you to supply the personal data as required by this form. Failure to supply the required data may result in your application not being considered.

Classes of Transferees

3. The personal data provided in this form may be provided to government departments and other organisations or agencies authorised to process the information for the above purposes.

Access to Personal Data

4. You have a right to request access to and correction of your personal data provided in this form in accordance with sections 18 and 22 of and data protection principle 6 in Schedule 1 to the Personal Data (Privacy) Ordinance (Cap 486). Your right of access includes the right to obtain a copy of your personal data provided in this form subject to payment of a charge as specified by Transport Department.

Enquiries

5. Enquiries concerning the personal data collected by means of this form, including access and correction, should be addressed to:

Transport Officer/Public Light Bus
Ferry and Paratransit Division,
Transport Department,
Room 3920A, 39/F, Immigration Tower,
7 Gloucester Road,
Wan Chai,
Hong Kong.
Tel. : 2829 5371

香港特別行政區政府
運輸署

客運營業證編號: _____
核發日期: _____

經營公共小巴(專線)服務的條件

- (1) 本營業證所指獲批准的公共小巴(專線)服務(下稱專線服務)須按照對路線、時間表、車費表及車輛分配有所規定的特定服務詳情表經營。本營業證附載關於此獲批准專線服務現行服務詳情表的各項細節。持證人如未經運輸署署長批准,不得更改此專線的服務細節。運輸署署長如認為情況需要,在諮詢過持證人後,以專人送交或掛號郵遞方式給予持證人三個月書面通知,即可藉著更改路線、時間表、車輛編配、車費及停車地點而修訂條件。
- (2) 當並非持證人所能控制的情況有所需要時,持證人可使公共小巴脫離指定的路線行駛,直至無此需要為止,但:
 - (a) 運輸署署長可飭令持證人,於合理期間內,就某一事件,以書面解釋導致持證人使公共小巴脫離指定的路線行駛的情況;
 - (b) 運輸署署長如對就某一事件根據上文(a)段向其所作的解釋未感滿意,會把此事記錄在案,並給予持證人相應的通知;及
 - (c) 公共小巴如脫離指定的路線行駛,而持證人就該事件所作的解釋未能令人滿意或於一段合理期間內未能以書面解釋,均作持證人違反本營業證的條件論。
- (3) 持證人會被要求就此專線服務所使用的車輛提供詳情。有關方面會保存一份經運輸署署長批准供有關專線服務使用的領牌公共小巴車輛一覽表。除獲批准的一覽表所列的車輛外,不得使用任何其他公共小巴,持證人不得使用一覽表所列的公共小巴提供任何獲批准路線以外的服務。持證人如擬用其他領牌的公共小巴代替一覽表中任何公共小巴,應以書面向運輸署署長申請,並應陳述充分理由,而運輸署署長對該申請有絕對權力作批准或否決。
- (4) 凡提供專線服務的公共小巴,必須髹上運輸署署長以書面或以刊登於憲報的告示所規定的顏色或配色。
- (5) 此等專線服務現有的法定停車地點詳列於服務詳情表內,持證人的車輛可在此等地點上/落乘客。運輸署署長有權根據第(1)條更改任何指定的停車地點。
- (6) 有關方面會就上文第(3)條所提及的認可車輛一覽表所列的公共小巴發給其必須持有的許可證,使持證人的車輛能在服務詳情表所列的法定停車地點上/落乘客及駛入服務詳情表所列的若干封閉道路/禁區。許可證只會在車輛的擋風玻璃上展示時有效。許可證不得轉讓,如被飭令交還或已過期,必須將之交還運輸署署長。如設立其他上/落乘客地點或總站並取代原有者,許可證可作修改。持證人如違反任何經營條件,許可證可被撤銷。
- (7) 持證人須在每年的6月30日前,以運輸署署長訂明的格式,就獲批的指定路線,向運輸署署長提交截至3月31日為止財政年度的周年帳目,並在每月的15號前,呈交上月的專線小巴營業月報,包括:
 - (a) 用以提供服務的公共小巴數目;
 - (b) 此等車輛每一部行走的公里數;
 - (c) 運載的乘客人數;及
 - (d) 收入。
- (8) 如果情況顯示持證人沒有遵照其營業證的條件維持適當、有效的公共小巴(專線)服務,運輸署署長會向持證人發出通知,飭令在通知書送達的二十一天內,以書面申述為何不應撤銷持證人經營公共小巴(專線)服務的營業證,如果理由不充分,可將此營業證撤銷。
- (9) 持證人可終止根據本營業證獲准以整個組別計的專線服務,但最遲必須於六個月前以書面將此項決定通知運輸署署長。持證人應於該服務終止後,將營業證交還運輸署署長註銷/修改。
- (10) 根據此公共小巴(專線)服務客運營業證所登記的車輛,不得列入其他任何有效的客運營業證內。
- (11) 持證人不得妨礙任何合夥人、董事、股東或租借人的車輛調離持證人的服務,並應在當局要求下,將此公共小巴(專線)服務客運營業證交予運輸署署長修改。
- (12) 持證人應確保所使用的車輛保持整潔,定時保養,能令運輸署署長滿意。

(13) 運輸署署長及任何獲其以書面授權的人員，可於合理時間內，檢驗：

- (a) 持證人為配合是項專綫服務而使用的任何場所及持證人為所使用的車輛提供的一切與建造、修理、停泊及保養有關的設施；及
- (b) 持證人為配合是項專綫服務而使用的任何車輛。

當運輸署署長要求檢驗(a)及(b)段所指的設施時，持證人應給予檢驗。

(14) 持證人應僱用足夠工作人員，確保能遵照運輸署署長所批准的服務詳情表，提供適當及管理妥善的服務。

(15) 持證人如屬個人名義者，必須是其所提供專綫服務的公共小巴車隊中最少一輛的登記車主。違反此項者，其專綫服務的客運營業證可能被撤銷。

(16) 除獲運輸署署長書面批准外，提供專綫服務的公共小巴的車身內外均不得刊登廣告。

(17) 持證人須將車輛保養記錄(包括例行服務及非定期維修)保存兩年，並須按照運輸署署長或其代表的要求而將此記錄呈交運輸署署長或其代表查閱。公共小巴保養記錄(包括例行服務及非定期維修)的定義為：

- (a) 如屬在私營車房進行的維修或保養：
 - (i) 每次維修時由車房提供的詳細維修工作記錄；及
 - (ii) 每次維修時車房用以維修的零件一覽表。
- (b) 如屬由經營者或其職員自行進行的維修或保養：
 - (i) 由修理技師或監督員填妥及簽署的服務一覽表或維修工作單據，如有者；或
 - (ii) 已完成的維修工作詳情，包括日期、車輛登記號碼、完成的工作、及負責該工作的技師或監督員的姓名及簽署；及
 - (iii) 進行上列(i)及(ii)項維修工作所用的一切零件詳情。

持證人可選擇以英文或中文記錄。

(18) 提供專綫服務的所有公共小巴必須裝設空調設備。

(19) 凡提供專綫服務的所有公共小巴，除非該公共小巴是在2017年8月15日前登記並在1997年之前刊登憲報的路綫提供服務，否則均須裝設乘客落車鐘，當乘客按動乘客落車鐘時，會向公共小巴司機發出訊號，指示司機在下一站停車讓乘客下車。在2017年8月15日或之後登記的車輛，所裝設的乘客落車鐘必須配備指示燈，當按動乘客落車鐘時燈號會亮著。指示燈須裝於車廂內近司機座位位置。

(20) 提供專綫服務的所有公共小巴，必須由持證人聘請的司機駕駛。

(21) 持證人須促使在每輛提供專綫服務的公共小巴內，按運輸署署長指定規格和方式展示司機證。

(22) 持證人須執行詳列於其專綫服務營辦權申請書內，或其於營業證期內與運輸署署長協定的任何計劃及承諾，並能令運輸署署長滿意。

(23) 在不限制本營業證任何其他條件的效力情況下，任何用作專綫服務的公共小巴的登記車主獲准根據及按照道路交通(公共服務車輛)規例第38及39條，出租該公共小巴。

(24) 持證人須促使在每輛提供專綫服務的公共小巴內，按運輸署署長指定的規格及方式展示持證人的熱線號碼，以及交通投訴組的熱線號碼及其電郵地址。

(25) 在提供專綫服務的所有公共小巴內，除收取現金車資的設施外，須裝設由運輸署署長指定的電子收費系統，使乘客能利用此收費系統支付車資。

(26) 持證人須在獲批准經營組別內各條路綫推行「政府長者及合資格殘疾人士公共交通票價優惠計劃」(下稱優惠計劃)，並作出一切技術及操作上的安排，以符合實施優惠計劃的基本要求。

(27) 持證人須在專綫服務沿綫的總站及中途站，提供中文及英文的路綫服務資訊。

(28) 持證人須確保在2017年8月15日或之後登記提供專綫服務的公共小巴內，安裝以下的改善服務設施：

- (a) 在沿車廂過道的座位的上角(靠過道一邊)安裝扶手；及
- (b) 在車廂入口位置安裝一級固定的中間梯級(設有防滑表面及顏色對比鮮明的梯級邊)，將登上車廂地台的梯級的高度差距減半。該固定的中間梯級須有充足照明。

運輸署
2017年8月15日

TRANSPORT DEPARTMENT
THE GOVERNMENT OF THE HONG KONG
SPECIAL ADMINISTRATIVE REGION

PSL No.

Date of Issue

Conditions for the Operation of Public Light Bus (Scheduled) Service

- (1) Operation of the approved Public Light Bus (Scheduled) Service as specified in this licence (hereafter known as the scheduled service) is to be in accordance with specified Schedules of Service which define the routes, timetables, faretables and vehicle allocation. Details of the current Schedules of Service pertaining to the approved scheduled service are annexed to the licence. The licensee may not vary the operation of the scheduled service without the prior approval of the Commissioner for Transport. The Commissioner for Transport may, after consultation with the licensee, by giving 3 months' notice in writing to the licensee, either personally or by registered post, amend the conditions by a variation in the route, timetable, vehicle allocation, fares and stopping places whenever in his opinion circumstances so require.
- (2) Whenever circumstances beyond the control of the licensee so require, the licensee may cause a public light bus to be diverted from a specified route for so long as such circumstances continue to so require, provided that:
 - (a) the Commissioner for Transport may require the licensee to submit to him within a reasonable period a written explanation of the circumstances requiring the licensee to cause a public light bus to be diverted from a specified route in any particular case;
 - (b) if the Commissioner for Transport is not satisfied in any particular case with an explanation given to him under subsection (a), he shall note this on his records and advise the licensee accordingly; and
 - (c) any diversion of a public light bus from a specified route for which an unsatisfactory explanation is given or no written explanation is given within reasonable period by the licensee shall be deemed to be a breach of the conditions on the part of the licensee.
- (3) The licensee will be requested to provide details of the vehicles to be used on the scheduled service. A fleet list of the licensed public light buses authorised by the Commissioner for Transport for use on the scheduled service will be maintained. No public light buses other than those on the approved list may be used. The licensee should not use any of the public light buses shown on the list for the provision of any service other than on the authorised routes. If the licensee wishes to replace any of the listed public light buses by other licensed public light buses, the licensee should apply in writing *with good reasons* to the Commissioner for Transport who, at his absolute discretion, may approve or reject the application.
- (4) All public light buses for the provision of scheduled service have to be painted with such colour or colour scheme as specified by the Commissioner for Transport either in writing or by notice in the Gazette.
- (5) The current designated stopping places for the scheduled service are detailed in the Schedules of Service and the vehicles may pick up/set down passengers at these locations. The Commissioner for Transport reserves the right to change any of the designated stopping places in accordance with Clause (1).
- (6) To enable the vehicles to pick up/set down passengers at designated stopping places and enter certain closed roads/prohibited zones detailed in the Schedules of Service, the necessary permits covering the public light buses shown on the approved fleet list mentioned in Clause (3) above will be issued. The permits shall be effective only when the permit is displayed on the windscreen of the vehicle. The permits are not transferable and must be returned to the Commissioner for Transport on demand or on expiry. Permits may be amended if alternative picking up/setting down locations or termini are provided. Permits may be revoked if the licensee breaches any of the operating conditions.
- (7) The licensee is required to provide the Commissioner for Transport before 30 June an annual financial account in a form prescribed by the Commissioner for Transport for the financial year ending 31 March of that year in respect of the approved scheduled service that the licensee operates and the following monthly traffic operating returns before the 15th day of the following month:
 - (a) Number of public light buses in service;
 - (b) Kilometrage operated by each such vehicle;
 - (c) Number of passengers carried; and
 - (d) Revenue received.
- (8) The Commissioner for Transport may cancel this licence if it is evident that without good cause the licensee has failed to maintain a proper and efficient public light bus (scheduled) service in accordance with the conditions of this licence after having served on the licensee a notice requiring the licensee to show cause in writing, within 21 days after the service of such notice, why the licence for the operation of the public light bus (scheduled) service should not be cancelled.
- (9) The approved scheduled service in a package under this licence may be terminated by the licensee in whole by giving to the Commissioner for Transport not less than six months' notice in writing of such determination. Consequential upon the cessation of the service, the licensee should return the licence to the Commissioner for Transport for cancellation/amendment.
- (10) The vehicles registered under this particular Passenger Service Licence for Public Light Bus (Scheduled) Service shall not be included in any other valid Passenger Service Licence.
- (11) The licensee shall not hinder the transfer of any partner's, director's, shareholder's or hirer's vehicle from the service and the licensee shall present the Passenger Service Licence for Public Light Bus (Scheduled) Service for amendment by the Commissioner for Transport if demanded.
- (12) The licensee shall ensure that the vehicles in use are kept in a clean and tidy condition and are regularly maintained to the satisfaction of the Commissioner for Transport.

- (13) The Commissioner for Transport, and any person authorized in writing by him, may at all reasonable times inspect:
- (a) any premises used by the licensee in connection with the scheduled service and all facilities provided by the licensee for the construction, repair, parking and maintenance of vehicles so used by the licensee; and
 - (b) any vehicle used by the licensee in connection with the scheduled service.
- The licensee shall afford such facilities for the inspections referred to in subsections (a) and (b) as may be required by the Commissioner for Transport.
- (14) The licensee shall employ an adequate number of staff to ensure the proper operation and regulation of the service in accordance with the Schedules of Service approved by the Commissioner for Transport.
- (15) The licensee in the event of being an individual person shall be the registered owner of at least one public light bus within the approved fleet of vehicles providing the scheduled service, failing which the Passenger Service Licence in respect of the scheduled service may be revoked.
- (16) No advertising in or on any of the public light buses providing the scheduled service is permitted save with the written approval of the Commissioner for Transport.
- (17) The licensee is required to retain records of vehicle maintenance (including both routine servicing and unscheduled repairs) for a period of two years and to produce them if requested by the Commissioner for Transport or his representative. The definition of records of vehicle maintenance (including both routine servicing and unscheduled repairs) for each public light bus means:
- (a) in the case of repairs or servicing carried out by a commercial garage:
 - (i) Copy of the service record detailing all work carried out, as provided by the garage on each occasion; and
 - (ii) Copy of the schedule of spare parts used by the garage in carrying out any work on each occasion.
 - (b) in the case of repairs or servicing carried out by an operator or his staff:
 - (i) Copy of the servicing schedule or job repair order including the signature and name of the mechanic or supervisor responsible for satisfactory completion of these sheets, where available; or
 - (ii) Details of work carried out giving date, registration mark of the vehicle, work done and signature and name of the mechanic or supervisor responsible for satisfactory completion of this work; and
 - (iii) Details of all spare parts used in completing the work mentioned in (i) and (ii) above.

The records may be kept in English or Chinese as preferred by the licensee.

- (18) All public light buses used for the provision of the scheduled service shall be equipped with air conditioning.
- (19) Except for public light buses registered before 15 August 2017 serving in routes of the scheduled service gazetted before 1997, all public light buses used for the provision of the scheduled service shall be installed with passenger call-bells which when pressed will give a signal to a driver of a public light bus to stop his vehicle at the next stop to allow passengers to alight. The passenger call-bells on the public light buses registered on or after 15 August 2017 shall be installed together with an indication light, which lights up when a call-bell is pressed. The indication light shall be installed near the driver's seat inside the vehicle compartment.
- (20) All public light buses used for the provision of the scheduled service shall be driven only by persons in the employ of the licensee.
- (21) The licensee shall cause to be displayed inside every public light bus used for the provision of the scheduled service a driver identity plate in a format and in a manner prescribed by the Commissioner for Transport.
- (22) The licensee shall to the satisfaction of the Commissioner for Transport implement any plans and commitments as detailed in his application for operating right of the scheduled service, or as agreed between the licensee and the Commissioner for Transport during the course of this licence.
- (23) Without limiting the effect of any other conditions of this licence, the registered owner of any public light bus used on the scheduled service is permitted to hire the public light bus under and in accordance with Regulation 38 and Regulation 39 of the Road Traffic (Public Service Vehicles) Regulations.
- (24) The licensee shall cause to be displayed inside every public light bus used for the provision of the scheduled service a sign in a format and in a manner to be specified by the Commissioner for Transport showing the hotline number of the licensee; and Transport Complaints Unit's hotline number and its email address.
- (25) All public light buses used for the provision of the scheduled service shall be, in addition to equipment for collecting fares paid in cash, installed with an electronic payment system to be specified by the Commissioner for Transport, by means of which passengers may pay fares electronically.
- (26) The licensee is required to implement the "Government Public Transport Fare Concession Scheme for the Elderly and Eligible Persons with Disabilities" (hereafter known as the Scheme) for all route(s) authorised in this licence and to make all technical and operational arrangements to satisfy the basic requirements for implementing the Scheme.
- (27) The licensee is required to provide the route service information in both Chinese and English at the termini and enroute stops along the route of the scheduled service.
- (28) The licensee shall ensure that a public light bus used for the provision of the scheduled service, which is registered on or after 15 August 2017, shall be equipped with the following service enhancement facilities:
- (a) handles to be installed at the top corner (facing the aisle) of the aisle seats inside the vehicle compartment; and
 - (b) a fixed intermediate step (with slip resistant surface and high contrast step-edge) to be installed on the step at the vehicle entrance leading to the passenger compartment platform to reduce the height of such step by half. The fixed intermediate step shall be well-illuminated.

TRANSPORT DEPARTMENT
15 August 2017

申請人須提交的文件

申請人提交申請表時，必須同時附上下列證明文件，以供運輸署查核及存檔。

1. 以個人名義申請人：

你的香港身份證副本。

以公司名義申請人：

- (a) 指定董事／獲授權人士及**全體**公司董事的香港身份證副本；
 - (b) 商業登記證副本；
 - (c) 公司註冊證書、組織章程大綱及組織章程細則副本；
 - (d) 從公司註冊處取得的全體董事／股東記錄（例如周年申報表副本）；及
 - (e) 與是次申請有關並已蓋上公司蓋章的公司會議記錄**正本**。會議記錄內應列明所申請的專線小巴組別號碼及就是次申請的指定董事／獲授權人士的姓名。
2. 你／貴公司以持牌人（或其指定董事／獲授權人士）、車主、合夥人或司機身分，營運或管理公共小巴（紅色小巴／專線小巴）或同類公共交通服務的經驗的證明文件副本（例如運輸署發出的駕駛執照細節證明書副本、車輛登記文件副本、客運營業證副本、生意合夥人書面證明及運輸署開線授權書或有關信件副本）。
3. 擬用以營辦所申請專線小巴服務的每輛公共小巴的車輛登記文件副本。如車輛已承造按揭，須提交銀行簽發的車輛登記文件核證副本。如車輛由申請人的配偶或公司董事／股東的配偶持有，則須附上結婚證書副本。
4. 如正在轉讓或訂購擬用以經營所申請專線小巴服務的公共小巴，須提供證明文件，以證明車主身分及轉讓或訂購事宜。
5. 載示所有有關公共小巴由指定車房或汽車公司提供維修及保養服務的證明文件，例如由指定車房或汽車公司所簽發載有並列明所有有關公共小巴車輛登記號碼的函件。
6. 你／貴公司截至 **2018年9月21日** 的銀行結餘，並附上有關銀行簽發的證明函件**正本**。如銀行戶口由配偶持有，須附上結婚證書副本。

請注意：

- (1) 如上述提交予運輸署的文件屬副本，須於第一次面晤時出示相關正本或核證副本，以供運輸署查核。
- (2) 請將所提交的文件按以上次序排列。
- (3) 如未能提交上述文件，或會影響本署對你／貴公司營辦所申請專線小巴組別的能力所作的評審。

Documents to be provided by Applicants

Applicants must submit the documents concerned as stipulated below together with the application for inspection and filing by the Transport Department.

For individual applicant:

1. Copy of your Hong Kong Identity Card.

For company applicant:

- (a) copies of Hong Kong Identity Cards of nominated director/authorized person and **all** company directors;
 - (b) copy of Business Registration Certificates;
 - (c) copy of Certificate of Incorporation, Memorandum of Association and Articles of Association;
 - (d) Record of all directors/shareholders from Companies Registry (e.g. copy of Annual Return); and
 - (e) **Original** minutes of meeting with company chop of the company in connection with the application. The minutes should specify the package number that you apply for and the name of the nominated director/authorized person in respect of the application.
2. Copy of documentary proof of operating or management experience as licence holder (or his/her nominated director/authorized person), vehicle owner, partner, or driver in public light bus (red minibus or green minibus) services or similar public transport services (e.g. copy of certificate of driving licence particulars issued by the Transport Department, copy of vehicle registration document, copy of passenger service licence, copy of letter written by business partner and the Transport Department's authorization letter to operate new green minibus (GMB) route or related letters).
 3. Copy of the Vehicle Registration Document of each of the public light buses which are intended for use in the operation of the GMB service(s) applied for. For vehicles under mortgage, certified copies of vehicle registration documents signed by banks are required. For vehicles owned by the spouse of the applicant or spouse of the company's director / shareholder, copy of marriage certificate is required.
 4. Documentary proof to support vehicle ownership, assignmentship or order in cases where there are public light buses, which are intended for use in the operation of the GMB service(s) applied for, on assignment or order.
 5. Documentary evidence to show that maintenance and service facilities are provided by appointed garage or motor car company for all the public light buses involved, e.g. a letter including and listing the vehicle registration number of all the concerned public light buses signed by appointed garage or motor car company.
 6. **Your/your company's bank balance as at 21 September 2018. This record must be supported by an original letter signed by the bank concerned. Copy of Marriage Certificate is required if the account is in the name of the spouse.**

Please be informed that:

- (1) If the documents submitted to the Transport Department are copies, the original documents or certified copies of the documents must be produced for inspection by the Transport Department in the first meeting.**
- (2) Please provide the submitted documents in the same order as presented above.**
- (3) If you do not submit the above documents, it may affect our assessment of your ability to operate the GMB package you have applied for.**