

經營僱員巴士服務的條件

經營及管理該項服務

- (1) 提供該項服務須用領有牌照的公共巴士，並須按照道路交通條例及其附屬規例經營。
- (2) 設於工作地點和僱員住所的所有上落車點須為夾附於客運營業證的服務詳情表內所訂明者。有關車輛在駛往工作地點途中，只可於指定的住宅地點及／或公共運輸交匯處接載乘客。車輛只可在工作地點讓乘客下車，而在指定住宅地點及／或公共運輸交匯處接載乘客後，不得在途中讓乘客下車。
- (3) 在接載僱員返家時，有關車輛須在設於工作地點的指定地點接載所有乘客。車輛須在指定的住宅地點及／或公共運輸交匯處讓乘客下車，而在離開設於工作地點的指定地點後，不得在途中接載乘客。
- (4) 營辦僱員服務，一律須受每輛巴士在同一時間內只可為一名僱主接載僱員的條件規限，但如另獲批准，則屬例外。
- (5) 僱員服務的乘客必須為提供該項服務僱主的僱員，乘客在上車前須被要求出示證明文件，例如職員證或車票。
- (6) 取消
- (7) 展示一個指示牌（大小為 12 厘米 X 30 厘米），標明僱主的名稱。指示牌必須：
 - (a) 為黃色底配以黑色正楷中文及英文字，
 - (b) 展示在擋風玻璃上或在巴士前面的路綫指示牌，其位置必須能夠由巴士前面清楚見到而不防礙司機視線，
 - (c) 使用塑膠物料製造，及
 - (d) 在非經營該項服務時不得展示。
- (8) 營辦僱員服務必須遵照服務詳情表的規定。
- (9) 提供本文所述服務的單層巴士不得接載企位乘客。雙層巴士須經個別檢驗以決定企位乘客准許數額後，始可接載企位乘客。

車輛

- (10) 營辦僱員服務，持證人須用獲運輸署署長發牌及認可的公共巴士，提供上述服務。

客運營業證屆滿時申請新客運營業證

僱員巴士服務經營權的轉讓及終止

- (11) 當收到持證人及使用該項服務的僱主在客運營業證期滿前不少過三個月提交聯署的書面要求，運輸署署長可酌情決定將該項僱員巴士服務列入新申請的客運營業證內，以延長該項服務的經營權，每次續期以不超過兩年為限。
- (12) 若運輸署署長認為不宜將僱員巴士服務的經營權延長，須於營業證期滿的一個月前通知持證人。
- (13) 持證人或使用該項服務的人士可聯名或各自給予運輸署署長不少過一個月的書面通知將僱員巴士服務終止。

運輸署
二零零七年

Conditions for Operating Employees' Service

Operation and Control of Services

- (1) The service shall be operated by licensed public buses in compliance with the Road Traffic Ordinance and its subsidiary regulations.
- (2) All boarding and alighting points at the place of work and at the employees' residences shall be as specified in the Schedule of Service attached to the passenger service licence. When leaving for the workplace, passengers shall be picked up only at the specified residential points and/or public transport interchanges. Passengers are to be set down only at the place of work, and no passenger could be set down along the route after boarding at the specified residential points and/or public transport interchanges.
- (3) When leaving for home, all passengers shall be picked up at the specified location at the place of work. Passengers are to be set down at the specified residential points and/or public transport interchanges, and no passenger could be picked up along the route after leaving the specified location at the place of work.
- (4) Unless otherwise permitted, the operation of an employees' service is subject to the condition that a bus must only carry employees for one employer at any one time.
- (5) The passengers of an employees' service shall be in the employ of the employer providing the service, and are required to produce identification documents e.g. staff cards or boarding coupons before boarding.
- (6) Repealed
- (7) One signboard (measuring 12cm x 30cm) is to be on display indicating the name of employer. The sign should
 - (a) be in both Chinese and English (black color) on a yellow background,
 - (b) be displayed on the windscreen or the front destination indicators of a bus in such a manner that it is clearly visible from the front of the bus but the sightline of bus driver would not be obstructed,
 - (c) be made of plastic, and
 - (d) not be displayed when the said service is not being operated.
- (8) The operation of an employees' service shall be in accordance with the Schedule of Service attached to the Passenger Service Licence.
- (9) No standing passenger shall be carried on single deck buses for the service herein referred to. Standees may be carried on double deck buses subject to inspection of individual vehicles to determine the number of permitted standing passengers.

Vehicles

- (10) To provide an employees' service, the licensee shall use only those public bus(es) that the Commissioner has licensed and authorized from time to time for operating the service.

Application for a new passenger service licence upon expiry of the existing passenger service licence, and termination of the operation of employees' service

- (11) Upon receipt of a joint written request from the licensee and the hiring employer made not less than three months before the expiry of the passenger service licence, the Commissioner may in his absolute discretion extend the authorization for the operation of employees' service by including the service in the application for a new passenger service licence for any period up to 2 years at any one time.
- (12) Should the Commissioner consider it undesirable to extend the authorization for the operation of employees' service for any further period, the licensee shall be given one month's notice.
- (13) The operation of the employees' service may be terminated by the licensee or by the hiring employer, jointly or separately, by giving the Commissioner not less than one month's notice in writing of such termination.