

香港特別行政區政府
運輸署

客運營業證編號： _____

核發日期： _____

經營公共巴士服務的條件

(請參閱夾附說明)

1. 以任何註明於本營業證內的巴士或受本營業證持證人控制的巴士所營辦的服務，不論是由本客運營業證持證人獨自經營或是與其他客運營業證持證人以合辦或其他方式經營，除屬公共巴士服務條例（第 230 章）4（3）條所規定的任何公共巴士服務種類外，只要由相同起點地區往相同目的地地區，而在 30 天內不論是接續或間歇營運的日數超過兩天，即須在該服務開辦前先行取得運輸署署長的書面批准。

如欲營辦服務或更改已獲批准服務，申請人須在合理可行的情況下，於開辦或更改服務前最少 14 天，向運輸署署長作出申請。

運輸署署長可拒絕批准有關申請，或指定有關的路綫、時間表、所分配車輛的數目和類型及停車地點。

持證人必須保存任何獲批准服務的每月營運紀錄至少十二個月。這些紀錄須包括但不限於以下資料：(i) 提供服務的巴士數目及載客量；(ii) 每輛巴士所行走的車程及行駛公里數；(iii) 所運載的乘客數目；(iv) 這些巴士所行走的地區及路綫；及(v) 這些巴士上落乘客的地點。在運輸署署長或其代表提出要求後的 5 日內(不包括星期六、星期日及公眾假期)，持證人必須將過去十二個月內的這些每月營運紀錄提交予運輸署署長或其代表查核。

2. 營辦具常規性質並有固定路綫、固定目的地或目的地地區及時間表的酒店服務、或提供給任何專上教育機構的學生服務、或僱員服務、或國際乘客服務、或居民服務，持證人必須遵照夾附的由運輸署署長發出的服務詳情表及經營有關服務條件的規定。

服務詳情表及其後任何修訂事項均須在獲得運輸署署長發出批准書後方可生效。有關的服務詳情表，及任何修訂申請，申請人須於建議開始生效日期前最少 30 天送交運輸署署長審批。

3. 為地下鐵路公司營辦的國際乘客服務只可供機場快綫的乘客乘搭，並須就乘搭機場快綫和巴士服務一併收取綜合車費。持證人須採取適當措施，例如在車上查核，以防止國際乘客服務被非乘搭機場快綫的人士濫用。

[此條件適用於為地下鐵路公司營辦的國際乘客服務]

4. 取消

5. 持證人須保持兩年之內的車輛維修記錄（包括例行維修與非例行維修），並在運輸署署長或其代表的要求下出示有關記錄。(請參閱夾附說明第三段。)

6. 當經營遊覽服務時，必須展示一個遵照夾附的圖 1 內所訂明的準則並以塑膠製造及寫明「遊覽服務」的標誌在巴士的擋風玻璃上或在前面的目的地指示牌上，展示的標誌要能在巴士前面清楚見到，但不妨礙司機視線。當不提供上述服務時，不得展示該標誌。

當經營酒店服務時，必須展示一個遵照夾附的圖 2 內所訂明的準則並以塑膠製造及寫明「酒店服務」的標誌在巴士的擋風玻璃上或在前面的目的地指示牌上，展示的標誌要能在巴士前面清楚見到，但不妨礙司機視線。當不提供上述服務時，不得展示該標誌。

當經營學生服務時，必須展示一個遵照夾附的圖 3 內所訂明的準則並以塑膠製造及寫明「學生服務」的標誌在巴士的擋風玻璃上或在前面的目的地指示牌上，展示的標誌要能在巴士前面清楚見到，但不妨礙司機視線。當不提供上述服務時，不得展示該標誌。

當經營僱員服務時，必須展示一個遵照夾附的圖 4 內所訂明的準則並以塑膠製造及寫明「僱員服務」的標誌在巴士的擋風玻璃上或在前面的目的地指示牌上，展示的標誌要能在巴士前面清楚見到，但不妨礙司機視線。當不提供上述服務時，不得展示該標誌。

當經營國際乘客服務時，必須展示一個遵照夾附的圖 5 內所訂明的準則並以塑膠製造及寫明「國際乘客服務」的標誌在巴士的擋風玻璃上或在前面的目的地指示牌上，展示的標誌要能在巴士前面清楚見到，但不妨礙司機視線。當不提供上述服務時，不得展示該標誌。

當經營居民服務時，必須展示一個遵照夾附的圖 6 內所訂明的準則並以塑膠製造及寫明「居民服務」的標誌在巴士的擋風玻璃上或在前面的目的地指示牌上，展示的標誌要能在巴士前面清楚見到，但不妨礙司機視線。當不提供上述服務時，不得展示該標誌。

當經營複合交通服務時，必須展示一個遵照夾附的圖 7 內所訂明的準則並以塑膠製造及寫明「複合交通服務」的標誌在巴士的擋風玻璃上或在前面的目的地指示牌上，展示的標誌要能在巴士前面清楚見到，但不妨礙司機視線。當不提供上述服務時，不得展示該標誌。

當經營合約式出租服務時，必須展示一個遵照夾附的圖 8 內所訂明的準則並以塑膠製造及寫明「合約式出租服務」的標誌在巴士的擋風玻璃上或在前面的目的地指示牌上，展示的標誌要能在巴士前面清楚見到，但不妨礙司機視線。當不提供上述服務時，不得展示該標誌。

7. 本營業證內所指定的任何巴士在經營接載幼稚園或小學學生的學生服務時，無論由持證人或另一人以租用合約方式經營，均須在巴士提供學生服務時提供保母跟車。[此條件適用於學生服務]（請參閱夾附說明第四段。）
8. 除提供給專上教育機構的學生服務外，就學生服務而支付的車費須以預繳費的形式收取〔例如乘車券或月票〕，而不准在登車地點或提供服務的巴士上只收取即次車程的車費。
[此條件適用於學生服務]
9. 除本營業證指定的巴士服務外，持證人不得經營其他巴士服務。
10. 持證人須遵從本營業證及發給非專利巴士的任何其他牌照的所有條件。
11. 持證人須確保註明於本營業證內的巴士所提供的所有服務均符合本營業證的條件。
12. 持證人須保持警惕，以確保註明於本營業證內的巴士只會被用作營運已獲運輸署署長准許的服務及路線。為符合這項條件，持證人須採取措施，包括但不限於提供清楚指示及適當訓練給員工、進行頻密巡查及監察巴士使用情況等，以防巴士被濫用於未經准許的目的。

13. 當出租註明於本營業證內的巴士以提供不屬公共巴士服務條例（第 230 章）4（3）條所規定的任何公共巴士服務種類時，持證人必須與租用人簽訂租用文件以包括但不限於以下資料：(i) 租用人的全名、地址及電話號碼；(ii) 租車用途；(iii) 出租車輛及其第三者保險的細節；(iv) 租車日期、時間及期間；(v) 租車的費用；及(vi) 出租服務的路線。
持證人必須保存所有在過去十二個月簽訂或有效的租用文件，並在運輸署署長或其代表提出要求後的 5 日內(不包括星期六、星期日及公眾假期)，將這些文件提交予運輸署署長或其代表查核。
14. 持證人必須保存註明於本營業證內每一輛巴士過去十二個月內的每日營運紀錄。運輸署署長可不時指定每日營運紀錄的內容或格式。
持證人必須在運輸署署長或其代表提出要求後的 5 日內(不包括星期六、星期日及公眾假期)，將過去十二個月內任何一輛註明於本營業證內的巴士的這些每日營運紀錄提交予運輸署署長或其代表查核。
15. 在不影響條件 3 及 8 的原則下，本營業證內註明的任何服務的車資，都必須在運輸署署長批准的地點收取。如獲運輸署署長批准於登車地點或提供服務的巴士上收取車資，這些車資須以乘車券、預付車資車票、月票或其他任何經運輸署署長指定的形式收取。
16. 持證人必須獲得運輸署署長的事先書面批准，方可在港珠澳大橋的香港口岸公共運輸交匯處營運巴士服務。除非獲得運輸署署長的預先書面批准，所有發給持證人的巴士服務批註並不適用於在港珠澳大橋的香港口岸公共運輸交匯處營運任何巴士服務。
17. 持證人必須獲得運輸署署長的事先書面批准，方可在香園圍邊境管制站公共運輸交匯處營運巴士服務(遊覽服務，酒店服務及合約式出租服務除外)。

TRANSPORT DEPARTMENT
THE GOVERNMENT OF THE HONG KONG SPECIAL ADMINISTRATIVE REGION

PSL No. _____

Date of Issue: _____

Conditions for the Operation of Public Bus Service

(Please read in conjunction with the attached Explanatory Notes)

1. The operation of any service, either solely or with other Passenger Service Licence holder(s), whether jointly or otherwise, by any bus specified in this licence or under the control of the same licensee, other than any type of public bus services specified in Section 4(3) of the Public Bus Services Ordinance (Cap. 230), with the same origin and destination areas, for more than 2 days either intermittently or consecutively in a period of 30 days, shall be subject to the prior approval of the Commissioner for Transport in writing.

An application to operate such a service, or to vary a service already approved, shall, as far as reasonably practicable, be delivered to the Commissioner not less than fourteen days prior to the date on which the applicant proposes it shall commence operation or vary such service.

The Commissioner may refuse the application or may specify the route, timetable, number and type of vehicles allocated and stopping places.

The licensee shall keep the monthly operating records of any approved service for at least 12 months. Such records shall include but not limited to following particulars: (i) the number and capacity of buses operating the service; (ii) the number of journeys operated and kilometreage travelled by each bus; (iii) the number of passengers carried; (iv) the areas or routes in or on which the buses were operated; and (v) the places at which the buses picked up or set down passengers. Upon request and within five days thereof (excluding Saturdays, Sundays and public holidays), the licensee shall provide such monthly operating records for the past 12 months to the Commissioner for Transport or his representative for inspection.

2. In operating a Hotel Service which is regular in nature with fixed routeing, fixed destination or destination areas and timetable(s); or a Student Service for any post-secondary educational institution(s); or an Employees' Service; or an International Passenger Service; or a Residents' Service, the licensee shall comply with the attached Schedule(s) of Service and conditions for operating these services issued by the Commissioner for Transport.

The Schedule(s) of Service, and any subsequent amendments, shall be effective after the Commissioner for Transport has granted approval in writing. The Schedule(s) of Service, and any subsequent application for amendments, shall be delivered to the Commissioner for Transport for vetting and approval not less than 30 days prior to the proposed effective date.

3. The operation of the International Passenger Service for the Mass Transit Railway Corporation shall only serve the passengers of the Airport Express Line. Combined fare shall be charged for the Airport Express Line ride and the bus service. The licensee shall take adequate measures such as inspection on board to safeguard against the abuse of the International Passenger Service by non-Airport Express Line passengers. (This condition is applicable to an International Passenger Service for the Mass Transit Railway Corporation)
4. Repealed
5. 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. (Please refer to paragraph 3 of the Explanatory Notes attached).

6. A signboard made of plastic indicating “TOUR SERVICE”, complying with requirements of Figure 1 attached, shall be displayed on the windscreen or the front destination indicator of the bus(es) while the service is in operation in such a manner that it is clearly visible from the front of the bus but the sightline of bus driver is not obstructed. The signboard shall not be displayed when the service is not in operation.

A signboard made of plastic indicating “HOTEL SERVICE”, complying with requirements of Figure 2 attached, shall be displayed on the windscreen or the front destination indicator of the bus(es) while the service is in operation in such a manner that it is clearly visible from the front of the bus but the sightline of bus driver is not obstructed. The signboard shall not be displayed when the service is not in operation.

A signboard made of plastic indicating “STUDENT SERVICE”, complying with requirements of Figure 3 attached, shall be displayed on the windscreen or the front destination indicator of the bus(es) while the service is in operation in such a manner that it is clearly visible from the front of the bus but the sightline of bus driver is not obstructed. The signboard shall not be displayed when the service is not in operation.

A signboard made of plastic indicating “EMPLOYEES’ SERVICE”, complying with requirements of Figure 4 attached, shall be displayed on the windscreen or the front destination indicator of the bus(es) while the service is in operation in such a manner that it is clearly visible from the front of the bus but the sightline of bus driver is not obstructed. The signboard shall not be displayed when the service is not in operation.

A signboard made of plastic indicating “INTERNATIONAL PASSENGER SERVICE”, complying with requirements of Figure 5 attached, shall be displayed on the windscreen or the front destination indicator of the bus(es) while the service is in operation in such a manner that it is clearly visible from the front of the bus but the sightline of bus driver is not obstructed. The signboard shall not be displayed when the service is not in operation.

A signboard made of plastic indicating “RESIDENTS’ SERVICE”, complying with requirements of Figure 6 attached, shall be displayed on the windscreen or the front destination indicator of the bus(es) while the service is in operation in such a manner that it is clearly visible from the front of the bus but the sightline of bus driver is not obstructed. The signboard shall not be displayed when the service is not in operation.

A signboard made of plastic indicating “MULTIPLE TRANSPORT SERVICE”, complying with requirements of Figure 7 attached, shall be displayed on the windscreen or the front destination indicator of the bus(es) while the service is in operation in such a manner that it is clearly visible from the front of the bus but the sightline of bus driver is not obstructed. The signboard shall not be displayed when the service is not in operation.

A signboard made of plastic indicating “CONTRACT HIRE SERVICE”, complying with requirements of Figure 8 attached, shall be displayed on the windscreen or the front destination indicator of the bus(es) while the service is in operation in such a manner that it is clearly visible from the front of the bus but the sightline of bus driver is not obstructed. The signboard shall not be displayed when the service is not in operation.

7. Student Service for kindergarten or primary students operated by buses specified in this licence, whether by the licensee or by another person under a contract of hire, shall be subject to the provision of escort while the service is in operation.
(This condition is applicable to a Student Service) (Please refer to paragraph 4 of the Explanatory Notes attached).
8. Payment of fares of student service, except student service for post-secondary education establishments, must be collected in the form of pre-paid fares (such as coupon or monthly tickets), and no fares for one single journey being made immediately shall be collected at the boarding point(s) or on board the bus which is providing the student service.
(This condition is applicable to a Student Service)
9. No bus service other than those permitted by this licence shall be operated by the licensee.
10. The licensee is required to comply with all conditions set out in this licence and any other licence(s) which a non-franchised bus may be subject to.

11. The licensee shall ensure that all services provided by the bus(es) under this licence are operated in compliance with the conditions of this licence.
12. The licensee shall be vigilant in ensuring that the bus(es) operated under this licence are to be used for the services and routes as approved by the Commissioner for Transport only. To comply with this condition, the licensee shall take measures including but not limited to giving clear instructions and proper training to his staff, conducting frequent inspections and monitoring the operation of the bus services, etc. to safeguard against misuse of the bus(es) for unauthorized purpose.
13. In the case of hiring out of any bus specified in this licence for operation of any service other than any type of public bus services specified in Section 4(3) of the Public Bus Services Ordinance (Cap. 230), the licensee shall sign a document of hiring with the hirer containing but not limited to the following particulars: (i) full name, address and telephone number of the hirer; (ii) the purpose of the hiring; (iii) the bus on hire and the details of the third party risks insurance held in respect thereof; (iv) the date, time and duration of the hiring; (v) the charge of the hiring; and (vi) the route of the hiring.

The licensee shall keep all document(s) of hiring signed or valid in the past 12 months and upon request by the Commissioner for Transport or his representative, provide such documents within five days thereof (excluding Saturdays, Sundays and public holidays) for inspection.

14. The licensee shall keep daily operating records of each bus specified in this licence for the past 12 months. The Commissioner for Transport may from time to time specify the content or form of the daily operating records.

The licensee shall, upon request by the Commissioner for Transport or his representative, provide such daily operating records within five days thereof (excluding Saturdays, Sundays and public holidays) for inspection.

15. Without prejudice to Conditions 3 and 8, the fare for any service specified in this licence shall be collected at location approved by the Commissioner for Transport. The fare for any service collected at the boarding point or on board the bus, if approved by the Commissioner for Transport, shall be in form of coupon, pre-paid ticket, monthly ticket or in any other form designated by the Commissioner for Transport.
16. The licensee shall obtain the prior approval of the Commissioner for Transport in writing for operating any bus services at Hong Kong Boundary Crossing Facilities Public Transport Interchange of the Hong Kong Zhuhai-Macao Bridge (HKBCFPTI). Subject to the prior approval of the Commissioner for Transport, all service endorsements issued to the licensee in respect of the buses under the licence are not applicable to the operation of any bus service at the HKBCFPTI.
17. The licensee shall obtain the prior approval of the Commissioner for Transport in writing for operating any bus services (other than Tour Service, Hotel Service and Contract Hire Service) at Heung Yuen Wai Boundary Control Point Public Transport Interchange.

Figure 1 圖 1

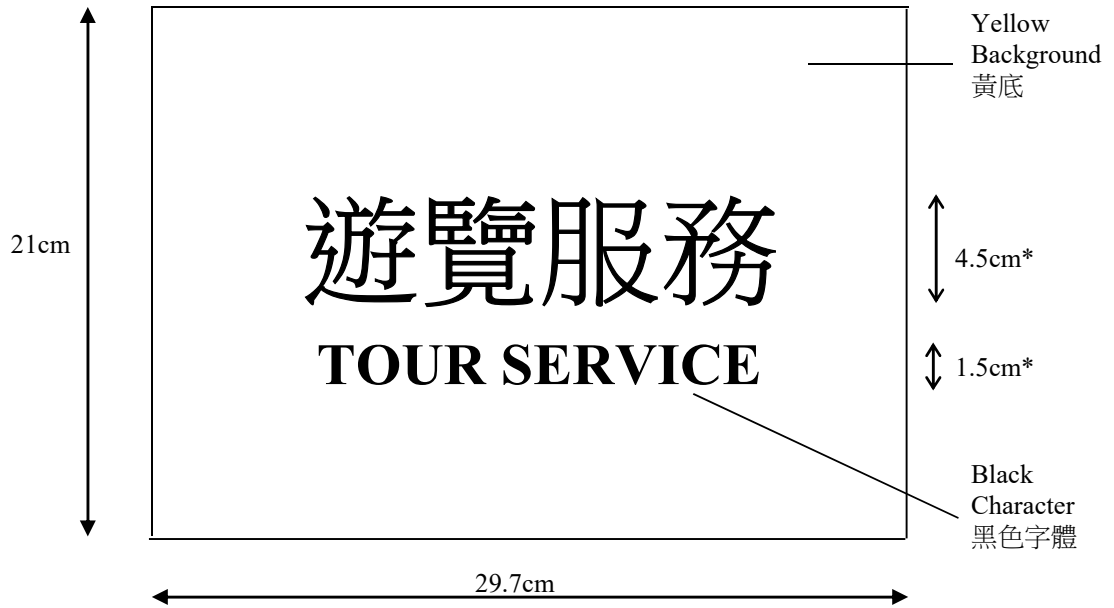


Figure 2 圖 2

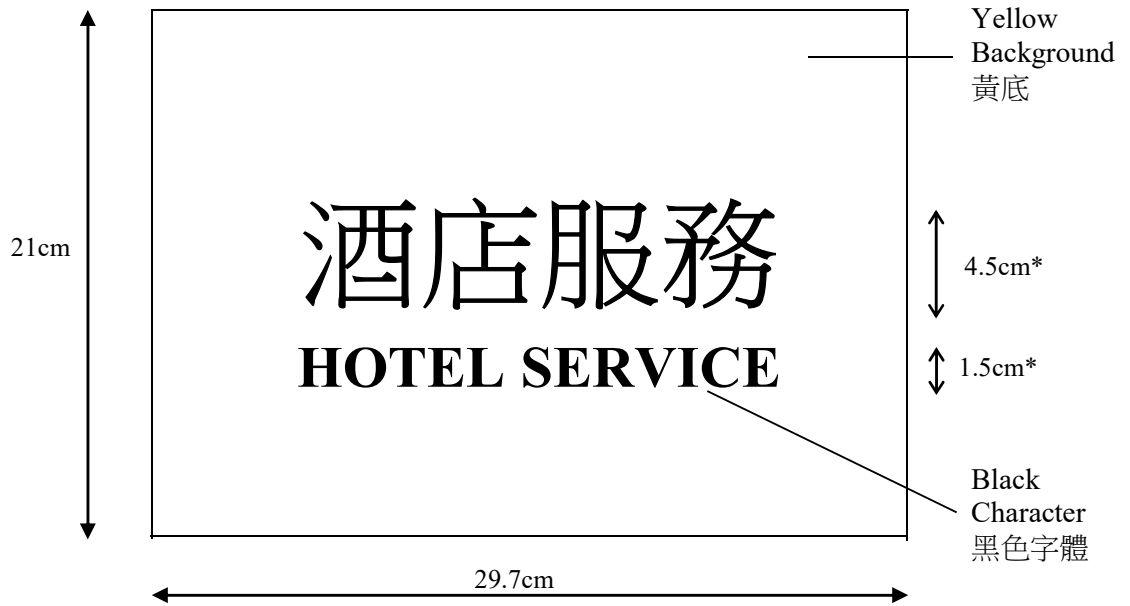


Figure 3 圖 3

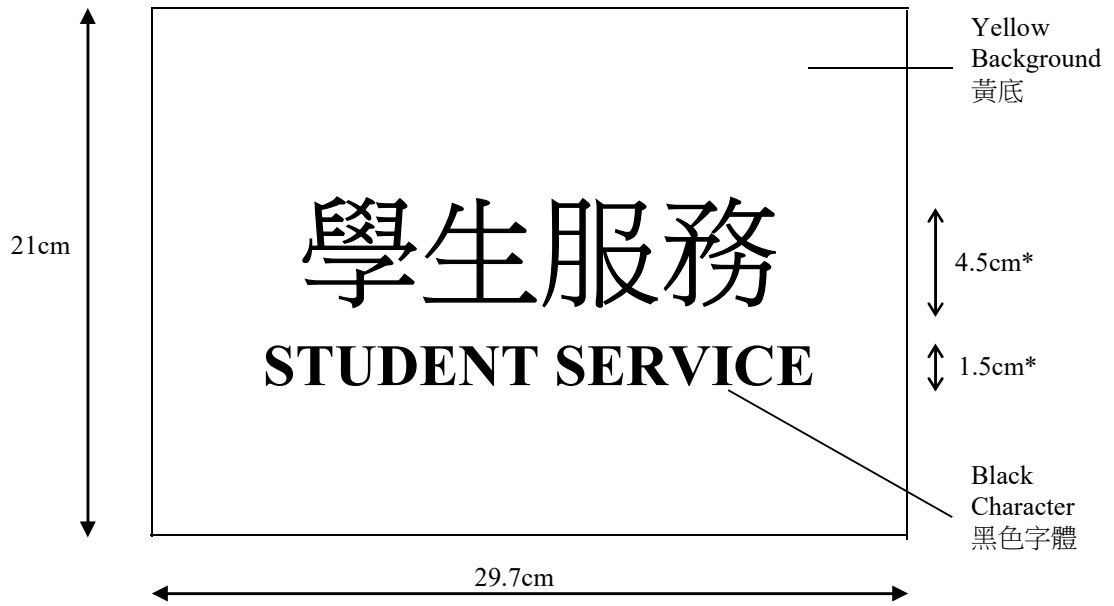


Figure 4 圖 4

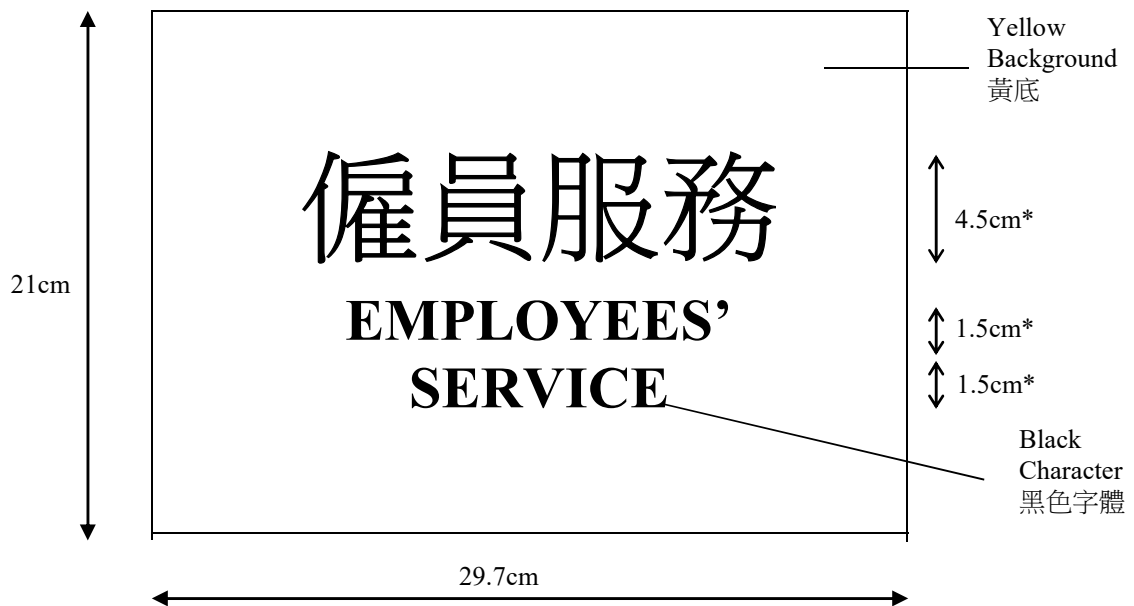


Figure 5 圖 5



Figure 6 圖 6



Figure 7 圖 7

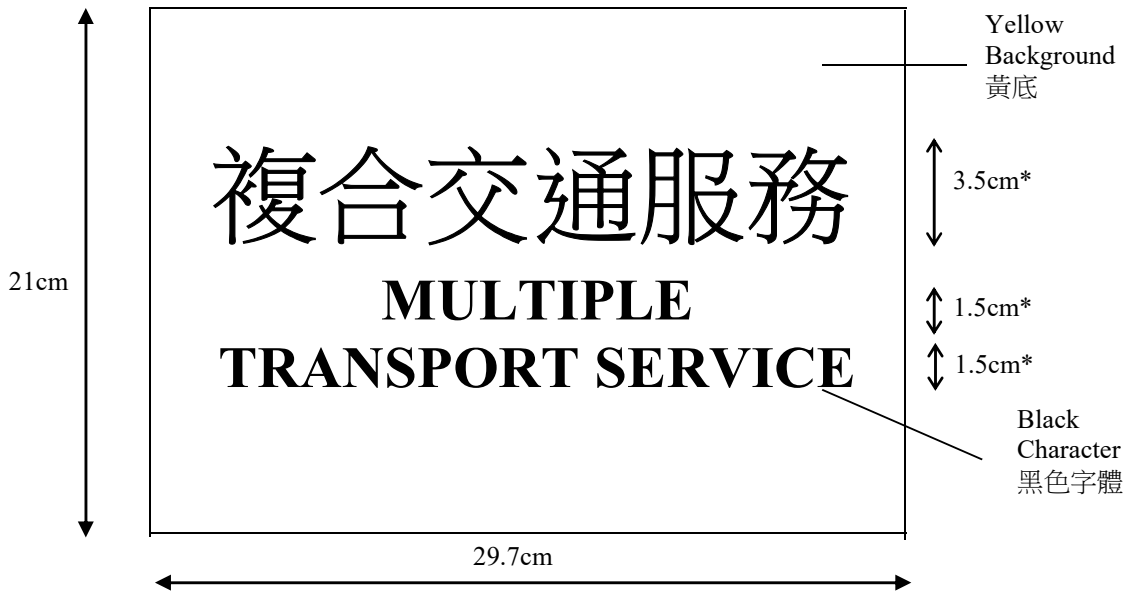


Figure 8 圖 8



* Indicates the minimum height of the characters.
顯示字體的最少高度。

客運營業證條件的說明

(一) 客運營業證條件上列明的「批准服務種類」編號代表以下服務類別：

A01	遊覽服務	A05	國際乘客服務
A02	酒店服務	A06	居民服務
A03	學生服務	A07	複合交通服務
A04	僱員服務	A08	合約式出租服務

A01-A07 為個別收費的運載乘客服務。A08 為不作個別收費的運載乘客服務。

(二) 客運營業證條件上列明的「國際乘客服務(過境服務)所經管制站編號」代表以下管制站：

MKT	文錦渡	HZMB	港珠澳大橋
STK	沙頭角	HYW	香園圍
LMC	落馬洲		
SBP	深圳灣		

(三) 每輛公共巴士的車輛保養紀錄(包括例行維修及非例行維修)的定義為：—

- (a) 如屬由私營車房負責修理或維修者：—
- (i) 即由該車房提供的每次維修紀錄，其中須載有全部工程詳情；及
 - (ii) 該車房每次維修工程所需零件的目錄。
- (b) 如屬由經營者或其員工負責修理或維修者：—
- (i) 即由機械技工或監督人員負責填妥及包括有彼等姓名及簽署的維修程序表或修理工作單據，如有者；或
 - (ii) 執行工程的詳情，包括日期、車輛的登記號碼、完成的工程及負責完成該工程的機械技工或監督人員的姓名及簽署；及
 - (iii) 完成以上(i)及(ii)項所述工程所需的全部零件詳情。

持牌人可選擇以中文或英文紀錄。

(四) 跟車保母的定義及其責任：—

- (i) 跟車保母應為年屆 21 歲、體格良好的成年人。
- (ii) 跟車保母應按照法例規定的載客量，確保每個在校巴上的學童可獲分配座位 1 個。
- (iii) 跟車保母應確保學童在校巴完全停定之後才小心地上落校巴。
- (iv) 跟車保母應確保車上全部學童均獲得適當座位，以及校巴的車門關閉妥當；並應在學童乘車期間，給予妥善照顧。
- (v) 跟車保母應點齊學童人數，確保學童安全抵達學校，以及在回程時由家長/監護人接回。
- (vi) 學童乘搭校巴時，跟車保母應維持學童的秩序。遇上意外時，應幫助學童保持鎮定，避免不必要的恐慌。

EXPLANATORY NOTES TO PASSENGER SERVICE LICENCE CONDITIONS

1. The codes for “Types of Service Permitted” as listed on the Passenger Service Licence Conditions refer to the following service types:-

A01	Tour Service	A05	International Passenger Service
A02	Hotel Service	A06	Residents’ Service
A03	Student Service	A07	Multiple Transport Service
A04	Employees’ Service	A08	Contract Hire Service

A01-A07 services are for carriage of passengers at separate fares. A08 service is for carriage of passengers other than at separate fares.

2. The “International Passenger Service (Cross Boundary Service), control point code nos.” as listed on the Passenger Service Licence Conditions refer to the following control points:-

MKT	Man Kam To	HZMB	Hong Kong Zhuhai-Macao Bridge
STK	Sha Tau Kok	HYW	Heung Yuen Wai
LMC	Lok Ma Chau		
SBP	Shenzhen Bay Port		

3. Definition of records of vehicle maintenance (including both routine servicing and unscheduled repairs) for each public 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.

4. Definition and role of an escort:-

- (i) should be an adult who has attained the age of 21 years and has good physique.
- (ii) should ensure that each student be allocated a seat on a school bus according to the capacity permitted by law.
- (iii) should ensure that students board and alight from a school bus properly only after the bus has come to a complete standstill.
- (iv) should escort students during the journey and ensure that all students are properly seated and the doors of the school bus are properly closed.
- (v) should ensure that no student is missing and students reach schools safely and are collected by their parents/guardians on their homeward journey.
- (vi) should enforce discipline of students travelling on school transport vehicles and help students to keep calm to avoid unnecessary panic in case of emergency.