

TRANSPORT COMMITTEE MEETING WEDNESDAY 4TH JANUARY, 2023 AT 10:00 AM

Members Present:

1	Dr.Pampa Chaudhuri	Director Principal
2	Mrs. Abira Mishra	Principal
3	Mr. Vikas Nagargoje	Representative from the Zilla Parishad Educational Department
4	Mr. Ganesh Pawar	Assistant Police Inspector, Hinjewadi-Traffic Division (API)
5	Mrs. Vandana Shinde	- RTO Assistant-Inspector
6	Mr. Pawan Singh	Parent Representative
7	Mr. Sudeep Shinde	Transport Service Provider and Owner of Sudeep Logistics Pvt. Ltd.
8	Mr. Vishal Sawant	Transport Incharge of PICT Model School
9	Mr. Arun Chavan	Transport Manager of Sudeep Logistics Pvt. Ltd
10	Mr. Anil Shinde	Operation Head of Sudeep Logistics Pvt. Ltd

Agenda:

1. Review the status of transport safety at PICT Model School.
2. Exchange ideas and share information to strengthen our transport service.
3. Review safety security protocol with respect to School Bus movement in narrow lanes and internal roads of housing societies.
4. Any other point with the consent of the members.

Welcoming the members of the Meeting:

Mrs. Abira Mishra welcomed all the members to the Transport Committee Meeting of 2022-2023. She introduced herself and requested all other members to introduce themselves to the meeting. After the introduction, she requested Mr. Sudip Shinde, the owner of Sudeep Logistics Pvt. Ltd and the Transport Service Provider of PICT Model School to outline the features of the School's Transport Services.

1. The following protocols and preparedness were highlighted as follows:

- 1.1 All 41 school buses have been specially designed for school purpose with yellow colour having school branding and Emergency Contact Number.
- 1.2 The buses are well equipped with Seat Belts, Emergency Exit Door, Fire-Extinguisher, First-Aid Box, Hand Sanitizers, Panic Button System, GPS Tracker and Cameras.
- 1.3 All the buses have speed governors.
- 1.4 The Bus Drivers have undergone police verification and has all statutory papers are documented as per RTO norms and the recruitment process of PICT Model School.
- 1.5 All routes have a designated Bus Driver and a Lady Bus Attendant.
- 1.6 There is 1 Supervisor assigned for every 10 buses. Replacement of a driver in case of absenteeism is done by the Supervisor.
- 1.7 All students in the bus are instructed to wear seat belts before the bus starts and while on move. Designated lady attendant accompanies the learners during the travel.
- 1.8 All drivers & lady attendants are well-trained. Their behaviour and performance are closely monitored by the Supervisors.
- 1.9 The routes are categorised as per the kms, and the longest route is 18 km. No routes are taken up beyond 40 minutes of the travelling time, he added.

2. The Principal of the School added the following:

- 2.1 The GPS of the buses is monitored using the GPS Tracker App while all the cameras are checked on a daily basis. A random monitoring for specific routes is done and documented by the Transport Managers, Mr. Vishal and Mr. Arun. The Leadership Team checks and endorses the same regularly.
- 2.2 Daily check and report on the bus maintenance, cleanliness and bus functionalities is given by the Transport Managers to the Leadership Team.
- 2.3 She mentioned her presence in school until the arrival of the last bus in the campus and dispersal of the student.

Ms. Vandana Shinde, the Asst. RTO Inspector asked Mr.Sudeep about the status of checking on operations of emergency doors. The Service Provider informed them that the same is checked twice in every month to which the Asst. The RTO Inspector advised to check it on a regular basis. Mr.Sudeep assured the meeting that the same will be done.

3. Mr.Sudeep mentioned about the trainings given to the staff:

- 3.1 The briefing meeting for all drivers and lady attendants is conducted every Friday by the Transport Department. Every minor and major incident is recorded in the register and reported to the Leadership Team.
- 3.2 The minutes of the Friday Meetings are written in Marathi Language which are read and are signed by all the drivers and lady attendants, Transport Managers, Supervisors and the Leadership Team.
- 3.3 Fire Safety Training and Drill is conducted by Sudeep Logistics Pvt. Ltd. once in a year for all the drivers and lady attendants.
- 3.4 First Aid training is conducted by the PICT Model School in coordination with the experts of their Health Partner - Jupiter Hospital, once in a year for all the drivers and lady attendants.

The register having all the minutes of the above mentioned meeting was circulated and reviewed by the members. Mr. Ganesh Pawar, the Asst. Police Inspector (API) enquired about the seat capacity. The Principal replied stating that the bus capacity is provided as per the seat availability and informed the ratio as 30-Seater bus for 30 learners only.

4. The Director Principal shared the following:

4.1 The daily traffic challenges faced due to Metro construction during the arrival and dispersal of the school buses.

4.2 She mentioned about the major traffic congestion in places like Radha Chowk and Bhumkar chowk at that time.

4.3 She requested the API and RTO Inspector for at least one personnel to be present for assistance specially at Radha Chowk and to open the under-pass near Surya Hospital during the arrival of the school buses in the morning and in the afternoon during the dispersal timings.

4.4 She mentioned that the students are given designated stops and are dropped off only at their designated stops. She further added that as a safety precaution, no parent is permitted to get into the buses under any circumstances and they are not permitted to stop the bus at unauthorised stops.

Mr. Ganesh Pawar, the Asst. Police Inspector (API) enquired about the school arrival and dispersal timings. The timings were shared by Mr. Arun, the Transport Manager and are as follows:

Morning 7:50 am to 08:10 am, Afternoon 12:40 pm to 12:50 pm and Post afternoon (last dispersal) 03:15 pm to 03:25 pm.

Mr. Pawar assured that he will recommend posting of two constables at Radha Chowk during the school arrival and dispersal timings.

Mr. Vikas Nagargoje from the Educational Department, Mulshi informed about a bridge construction coming up which may help in ease the traffic in future.

The Principal opened the floor for discussion and requested the members for suggestions to improvise the transport services of the school.

Mr. Pawan Singh, the Parent Representative appreciated the school's transport facilities, traffic management and safety and security policies of the school. He also proposed the Leadership Team to allow the learner in case if he/she misses the bus from their designated stop and be allowed to be picked up at the next designated stop given by school only thrice a year. He added that with each late arrival, the escort card will be punched to document the late arrivals. Further late arrivals would lead to termination of the bus services. The Director Principal considered the suggestion.

Vote of thanks:

There being no other agenda, the meeting ended with a vote of thanks by the Principal to all the members present in the meeting and sharing their valuable inputs post which the Director Principal requested Mr. Vishal Sawant, the Transport In-charge to open the school buses for inspection and feedback from the officials.

After the meeting, bus inspection was conducted by all the officials with special checks on the functioning of emergency doors, panic buttons, cameras, and first aid boxes. The RTO Inspector asked Mr. Sharad, the supervisor, about the usage of the panic button. Mr. Sharad addressed the usage of the same.

Mr. Sudeep requested the officials to share the point of contact in case of accident or injury enroute. The API advised to dial on 100/112 for minor/major accidents and 108 in case of injury during journey for immediate help from the departments.

Observing all the safety measures in the bus, the RTO Inspector appreciated the school and suggested maintaining the same quality of services.

The officials and the other invitees left the campus at 12.00 noon.

