SKAGIT TRANSIT VOLUNTEER VANPOOL DRIVER FUNCTION LIST

As a Volunteer Vanpool Driver, you must be able to:

- Understand and adhere to Washington State traffic laws.
- Understand and adhere to transit agency Vanpool policies and procedures.
- Understand and apply the principles of defensive driving.
- Safely operate a 15’ to 19’ van
  - Carrying up to 15 passengers;
  - In potentially heavy traffic;
  - Over a variety of roadways, including narrow city streets;
  - On a planned route; and
  - While adhering to an established time schedule.
- Meet the requirements of the state law, which requires that seatbelts be worn at all times by you and your passengers.
- Enter and exit van’s driver seat; sit upright in seat, bend, reach, kneel, stretch and turn as appropriate to inspect all items on the van that you are going to operate.
- Bend, reach, stretch and turn as appropriate to manipulate all vehicle controls while safely operating the vehicle.
- Read vehicle instrument panel/gauges, traffic signs, and look for pedestrians, and take prompt effective action to deal with them and other obstructions safely; while driving during the day and night.
- Provide for the well-being of yourself and passengers in emergencies and special situations.
- Communicate effectively with public, Vanpool participants, transit agency representatives and, if necessary, public safety officers.
- Ensure that written and verbal reports are completed accurately and on-time.
- Ensure that daily pre-trip inspections, weekly and monthly vehicle maintenance inspections are performed in accordance with established checklists and vehicle receives servicing at established intervals.
- Ensure the vehicle interior and exterior is cleaned at established intervals.
- Ensure that vehicle is safely fueled at self-service pumps and check tire pressure and wear every fueling.
- Be reachable by cell, telephone, or email during normal business hours.

Please check one of the following:

☐ Yes, I am able to comply with the Volunteer Vanpool Driver Function List

☐ NO, I am not able to comply with the Volunteer Vanpool Driver Function List

_________________________________                         ________________________________
PRINT NAME                         VAN#                         GROUP #

___________________________________                   _________________________________
Signature       Date