



Board Adopted Policy

Policy Title:	Oxygen and Respirator		
Effective Date: 08/03/2008	Review Cycle: Three (3) Years		
Board Approval Date: 08/03/2008	Review Date: 04/17/2017		
Review Date: 06/16/2020			

I. Application: Authority wide

II. Intent: It shall be the policy of the Benzie Transportation Authority (BTA) to transport oxygen cylinders and respirators as required by the American's with Disability Acts. To facilitate this, the BTA will only transport oxygen in cylinders maintained in accordance with the manufactures' instructions.

III. Procedure: Before boarding with the oxygen, drivers shall listen for leaks in the cylinder and visually inspect the cylinders for dents, gouges or pitting. If any of these conditions exist the BTA will not transport the cylinder.

Drivers shall never drag or roll a cylinder or carry a cylinder by the valve or regulator. Drivers shall handle oxygen cylinders with care during loading and unloading. No more than three (3) cylinders shall be transported on one bus.

Drivers shall secure each cylinder to prevent movement and leakage. "Secure" means the cylinder is not free to move when the vehicle is in motion.

Drivers shall never store cylinders in the aisle of the vehicle and passengers requiring oxygen must not restrict access to exits or use of the aisle.

Smoking and open flames are prohibited on BTA vehicles at all times. Since a release of oxygen from a cylinder could accelerate a fire, cylinders must be secured away from the sources of heat or potential sparks.

Upon reaching the passengers destination, all oxygen cylinders will be immediately removed from the vehicle.