



## **BUS DRIVER INFORMATION SHEET**

1. Bus Number: \_\_\_\_\_
2. Number of Passengers: \_\_\_\_\_
3. Driver's Name: \_\_\_\_\_ Cellphone: \_\_\_\_\_
4. Destination and Shelter Location:  
Augusta-Richmond County – EMA will arrange for sheltering prior to arrival.
5. Driving Directions:  
See Exhibit 15 for driving directions.
6. Enroute Emergency Procedures:  
The cell phone you have been issued is for **EMERGENCY USE ONLY** and to notify the emergency operations center that you have reached a shelter destination.
  1. Your primary evacuation route is US 25 to Augusta, Georgia. Your primary evacuation shelter is Augusta-Richmond County.
  2. **If you have an emergency while in route to Augusta dial \*GSP on your cellular phone to reach the Georgia State Patrol or dial 911.** Make an effort to note the nearest mile marker or cross street to direct emergency responders to your location.
  3. Upon your arrival call: 912-201-4543 (Chatham Area Transit EOC) or 912-201-4556 (American Red Cross) and give them the following information:
    - ✓ Your Name
    - ✓ Your Bus Number
    - ✓ Number of passengers
    - ✓ Your Bus type (i.e. CAT, Teleride, School Bus)
    - ✓ Your location (i.e. Augusta \_\_\_\_\_)

Turn off your cellular phone to maintain the battery for emergencies and your return trip back to Chatham County.



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7.     **Actions Upon Arrival: (Lead Driver only if appropriate)**
  - A. Check-in with the receiving shelter coordinator for instructions
  - B. Notify the Chatham County Evacuation Coordinator of your arrival and status of passengers.
  - C. Maintain Serial Manifests
  
8.     **Communications:**
  - A. Phone Numbers
  - B. Commercial Radio Stations:
  - C. Radio Frequencies and call signs
  
9.     **Bus Breakdown Procedures**

First Student, Inc. (along with other companies providing school bus transportation in Georgia), has “mutual aid” agreements in place throughout Georgia allowing for any given county to provide support to buses of any other jurisdiction that suffer mechanical failures.

In the case where a First Student bus would experience mechanical failure while transporting evacuees from Chatham County to designated inland shelters; either the Sheriff’s Deputy escorting the bus convoy or the designated lead bus driver would contact either the EOC or First Student directly to make arrangements with the jurisdiction where the bus broke to provide either repairs to the bus or a replacement bus.