

## NOTICES OF PROPOSED RULEMAKING

Unless exempted by A.R.S. § 41-1005, each agency shall begin the rulemaking process by first submitting to the Secretary of State's Office a Notice of Rulemaking Docket Opening followed by a Notice of Proposed Rulemaking that contains the preamble and the full text of the rules. The Secretary of State's Office publishes each Notice in the next available issue of the *Register* according to the schedule of deadlines for *Register* publication. Due to time restraints, the Secretary of State's Office will no longer edit the text of proposed rules. We will continue to make numbering and labeling changes as necessary.

Under the Administrative Procedure Act (A.R.S. § 41-1001 et seq.), an agency must allow at least 30 days to elapse after the publication of the Notice of Proposed Rulemaking in the Register before beginning any proceedings for adoption, amendment, or repeal of any rule. A.R.S. §§ 41-1013 and 41-1022.

### NOTICE OF PROPOSED RULEMAKING

#### TITLE 17. TRANSPORTATION

#### CHAPTER 9. DEPARTMENT OF ADMINISTRATION - SCHOOL BUSES

##### PREAMBLE

**1. Sections Affected**

R17-9-101  
R17-9-102  
R17-9-103  
R17-9-104  
R17-9-105  
R17-9-106  
R17-9-107  
R17-9-108  
R17-9-110  
R17-9-111  
Exhibit A  
Exhibit B

**Rulemaking Action**

Amend  
Amend  
Amend  
Amend  
Amend  
Amend  
Amend  
Amend  
Amend  
New Section  
New Section  
Repeal  
Amend

**2. The specific authority for the rulemaking, including both the authorizing statute (general) and the statutes the rules are implementing (specific):**

Authorizing statutes: A.R.S. §§ 28-3228(C) and 28-900

Implementing statutes: A.R.S. §§ 15-513, 28-3228(C), 28-3103(4), 28-853, 28-857, 28-900, 28-901, 28-930, and 28-984

**3. List of all previous notices appearing in the Register addressing the rules:**

Notice of Rulemaking Docket Opening: 6 A.A.R. 2189, June 16, 2000

**4. The name and address of agency personnel with whom persons may communicate regarding the rulemaking:**

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Address: 1400 West Washington, Suite 270  
Phoenix, Arizona 85007  
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**5. An explanation of the rule, including the agency's reasons for initiating the rule:**

The rules, which were originally made in 1996, are being amended as a result of a 5-year-review report approved by the Governor's Regulatory Review Council in April, 2000, to address issues raised since 1996, update materials incorporated by reference, and conform to current rulewriting standards. The more important changes are as follows:

R17-9-101, Definitions: Definitions of "ASE" and "owner" are added and the definition of "on-duty" is clarified.

R17-6-102, Certification of School Bus Drivers: To comply with A.R.S. §§ 25-320(K) and 25-502(E), applicants are required to provide their social security numbers, to provide their driving record from every state in which they have been licensed during the last 10 years, and to verify under penalty of perjury the truthfulness of the information provided in their applications; the requirement for use of separate urine samples for different drug tests is clarified; flexibility is provided regarding the time when behind-the-wheel training must be done and the hours of instruction in cardiopulmonary resuscitation and first aid; employers are required to provide a certification examination in the language with which the applicant is most familiar; instruction in cardiopulmonary resuscitation is required to address the needs of children and infants; the Department is authorized to suspend a school bus driver's certification rather than cancel it; misdemeanors reasonable related to the occupation of a school bus driver are clarified; and employers are required to notify the Department when a school bus driver ceases to be employed or transfers to another employer.

R17-9-103, Certification of Classroom and Behind-the-wheel Instructors: To comply with A.R.S. §§ 25-320(K) and 25-502(E), applicants are required to provide their social security numbers; employers are required to provide a certification examination in the language with which the applicant is most familiar; misdemeanors reasonable related to the occupation of a school bus driver are clarified; the hours of teaching required to maintain certification as a behind-the-wheel instructor is reduced; recordkeeping is reduced for behind-the-wheel instructors; the Department is authorized to suspend a classroom or behind-the-wheel instructor's certification rather than cancel it; and employers are required to notify the Department when a classroom or behind-the-wheel instructor ceases to be employed or transfers to another employer.

R17-9-104, Minimum Standards for School Bus Operation: The distance that an alternately flashing lamp system may be used is reduced to be consistent with statute; school bus drivers are required to wear shoes that will not interfere with the safe operation of a school bus; on an interstate highway, a school bus driver is required not to exceed the speed limit or 65 m.p.h., whichever is less; a school bus driver is not to eat or drink on a school bus when the school bus is in motion; a school bus driver is not to assume responsibility for medication that belongs to a passenger; a passenger is not to carry on or transport in a school bus an object that can be used intentionally or inadvertently to cause physical injury to others or affect the safe operation of the school bus; a school bus driver is responsible to ensure that all objects inside the school bus are under a passenger's control or secured; the requirements for conducting an evacuation drill are clarified; school bus drivers and passengers are responsible to report to the employer a violation of rule or statute; and an employer is responsible to report to the Department a violation of rule or statute.

R17-9-107, Minimum Standards for School Bus Body: Flexibility is provided regarding the kind of material that may be used on a school bus floor; the kinds of signs allowed on the interior or exterior of a school bus is changed to be consistent with statute; and flexibility to identify a school bus by an emblem is added.

R17-9-108, Inspection, Maintenance, and Alterations: Minor changes are made in the items inspected and the standards for a major or minor defect, and the school bus owner is required to ensure that the individual performing repair and maintenance of a school bus is qualified and to maintain records of the individual's qualifications.

R17-9-110, First-aid Equipment: A new Section is added that requires all school buses in Arizona to be equipped with a first-aid kit and a body fluid clean-up kit. This equipment was previously required only on school buses introduced into Arizona after February 16, 1996.

R17-9-111, Rehearing or Review of Decision: A new Section is added that establishes the procedure for requesting that the decision of an Administrative Law Judge be reheard or reviewed by the Department.

**6. Reference to any study that the agency proposes to rely on in its evaluation of or justification for the proposed rule and where the public may obtain or review the study, all data underlying each study, any analysis of the study, and other supporting material.**

None

**7. A showing of good cause why the rules are necessary to promote a statewide interest if the rules will diminish a previous grant of authority of a political subdivision of this state:**

Not applicable

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**8. The preliminary summary of the economic, small business, and consumer impact:**

**A. Objective of the rulemaking**

The rules are being amended as a result of a 5-year-review report approved by the Governor's Regulatory Review Council in April, 2000, to address issues raised since 1996, update materials incorporated by reference, and conform to current rulewriting standards.

**B. Summary of economic, small business, and consumer impact information**

The primary economic impact of the rule changes results from the requirement that all school buses be equipped with a first aid kit and a body-fluid cleanup kit. Currently, this requirement applies only to buses put in service in Arizona in 1996 or later. The rule change will cause the owner of a school bus placed in service in Arizona before 1996 to purchase a first aid and a body-fluid cleanup kit for each bus not already equipped with the kits. The Department is instituting a requirement that an applicant to be a school bus driver submit for review the applicant's driving record for the last ten years. The applicant will bear the cost in time and effort to obtain and submit out-of-state driving records. The economic impact on an applicant should be minimal, unless significant delays are experienced in obtaining the records from other states. This change in licensing requirements will provide additional protection to school children and the schools that employ school bus drivers by enabling the Department to identify and deny certification to applicants with poor driving histories. The Department is also instituting a requirement that employers report to the Department changes in the employment status of school bus drivers to enable the Department to track drivers throughout the state. Other minor changes in the rules are designed to require school bus drivers to operate their vehicles in a safe manner including a limit on the speed of school buses on interstate highways (65 m.p.h. or less) and restrictions on a driver's activities while the school bus is in motion.

**9. The name and address of agency personnel with whom persons may communicate regarding the accuracy of the economic, small business, and consumer impact statement:**

Name: Allen Malanowski  
Address: 1400 West Washington St., Ste. 270  
Phoenix, Arizona 85007  
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E-Mail: amalanowski@ad.state.az.us

**10. The time, place, and nature of the proceedings for making, amending, or repealing the rule or, if no proceeding is scheduled, where, when, and how persons may request an oral proceeding on the proposed rule:**

Written comments may be submitted to the address in item #4 until 5:00 p.m., October 20, 2000. A proceeding at which oral comments may be made will be held as follows:

Date: October 20, 2000  
Time: 10 a.m.  
Place: Arizona Peace Officers Training Standards  
2643 East University  
Phoenix, Arizona 85005

The record on this rulemaking will close at 5:00 p.m., October 20, 2000.

**11. Any other matters prescribed by statute that are applicable to the specific agency or to any specific rule or class of rules:**

None

**12. Incorporations by reference and their locations in the rules:**

U.S. Department of Transportation, Federal Highway Administration, 49 CFR 382, October 1999, incorporated at R17-9-101 ("Controlled substances and alcohol testing").

U.S. Department of Transportation, Federal Highway Administration, 49 CFR 40, October 1999, incorporated at R17-9-101 ("Controlled substances and alcohol testing").

Federal Motor Carrier Safety Regulations, 49 CFR 391.43 (October 1999), incorporated at R17-9-101 ("Physical examination form").

Society of Automotive Engineers Standard J377, May 1998, incorporated at R17-9-106(16).

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Society of Automotive Engineers Standard J381, April 1994, incorporated at R17-9-107(5)(b).

Society of Automotive Engineers Standard J382, June 1994, incorporated at R17-9-107(5)(b).

Standard for Portable Fire Extinguishers, National Fire Protection Association, Publication 10 (1998), incorporated at R17-9-107(8)(b)(i).

Federal Motor Vehicle Safety Standards, 49 CFR 571.125, October 1999, incorporated at R17-9-107(8)(c).

National Highway Traffic Safety Administration, School Bus Assurance Program Recall Listing: January 1991 Through June 1996, 1996, incorporated at R17-9-107(10).

Federal Motor Carrier Safety Regulations, 49 CFR 393.9 et seq., October 1999, incorporated at R17-9-107(14)(a).

Federal Motor Vehicle Safety Standards, 49 CFR 571.111, October 1999, incorporated at R17-9-107(15)(b).

**13. The full text of the rules follows:**

**TITLE 17. TRANSPORTATION**

**CHAPTER 9. DEPARTMENT OF ADMINISTRATION - SCHOOL BUSES**

**ARTICLE 1. SCHOOL BUS MINIMUM STANDARDS**

Sections

R17-9-101.	Definitions
R17-9-102.	Certification of School Bus Drivers
R17-9-103.	Certification of Classroom and Behind-the-wheel Instructors
R17-9-104.	Minimum Standards for School Bus Operation
R17-9-105.	Special Needs Standards
R17-9-106.	Minimum Standards for School Bus Chassis
R17-9-107.	Minimum Standards for School Bus Body
R17-9-108.	Inspection, Maintenance, and Alterations
<u>R17-9-110.</u>	<u>First-aid Equipment</u>
<u>R17-9-111.</u>	<u>Rehearing or Review of Decision</u>
Exhibit A.	<del>Physical Examination Form</del> <u>Repealed</u>
Exhibit B.	Proof of completion of Behind-the-wheel Training and Driving Test

**ARTICLE 1. SCHOOL BUS MINIMUM STANDARDS**

**R17-9-101. Definitions**

In this ~~Article~~ Chapter, unless otherwise specified:

“Accident” means any unexpected occurrence involving a moving or non-moving school bus that results in any bodily injury or fatality to ~~passengers or non-passengers~~ a passenger or non-passenger, damage to personal or real property outside the school bus, or damage to the school bus that affects the integrity of the school bus.

“Alternately flashing signal lamps” means a system of red or red and amber lamps that are mounted horizontally to both the front and rear of the school bus body; and used to inform the public that the school bus is preparing to stop or has stopped to load or unload passengers. Alternately flashing signal lamps can be either a 4-lamp system as described in A.A.C. R17-9-107(~~4314~~)(c)(i) or an 8-lamp system as described in A.A.C. R17-9-107(~~4314~~)(c)(ii).

“Alteration” means any addition, modification, or removal of any equipment or component after a school bus ~~has been~~ is inspected by the Department, which may affect the operations of the school bus; compliance with the statutes or rules applicable to school buses; or ~~affect~~ the health, safety, or welfare of any individual.

“Applicant” means an individual who submits ~~a completed~~ an application to the Department to obtain a certificate to operate a school bus or to teach classroom or behind-the-wheel training.

“ASE” means National Institute of Automotive Service Excellence.

“Auxiliary ~~fans~~ fan” means ~~devices~~ a device mounted inside the school bus body used to supplement the heating, defrosting, or air-conditioning systems by circulating air in the school bus.

“Behind-the-wheel instructor” means an individual certified by the Department ~~pursuant to~~ under A.A.C. R17-9-103 to provide behind-the-wheel training to applicants.

“Behind-the-wheel training” means the complete physical control of a school bus by an applicant to operate a school bus while accompanied by and under direct observation of a behind-the-wheel instructor.

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“Belt cutter” means a hand-held instrument containing a blade used to sever a seat belt or wheelchair-securement device.

“Certificate” means ~~the a~~ written authorization issued by the Department to operate a school bus or to act as a classroom or behind-the-wheel instructor in Arizona.

“Chassis” means the part of a school bus that consists of all base components, including the frame, front and rear suspension, exhaust system, brakes, engine, engine hood or cover, transmission, front and rear axles, front fenders, drive train and shaft, fuel system, engine air intake and filter, clutch and accelerator pedals, steering wheel, tires, heating and cooling system, battery, and controls and instruments to operate the school bus.

“Chassis cowl” means those parts of a Type C school bus that are located in front of the cowl and attached before a school bus manufacturer adds the school bus body.

“Citation” has the same meaning as ~~set forth~~ at A.R.S. § 28-~~1606~~1872.

“Classroom instructor” means an individual certified by the Department ~~pursuant to~~ under A.A.C. R17-9-103 to teach classroom training to:

- a. Applicants to operate a school bus,
- b. Applicants to teach classroom training,
- c. Applicants to teach techniques of behind-the-wheel training, or
- d. School bus drivers for refresher training.

“Classroom training” means the courses required by the Department of an applicant before the applicant is certified ~~or of a school bus driver to maintain certification.~~

“Commercial ~~driver’s~~ driver license” has the same meaning as ~~set forth~~ at A.R.S. § 28-~~402(2)~~3001.

“Controlled substances and alcohol testing” means a determination of an applicant’s or school bus driver’s use of marijuana, cocaine, phencyclidine, opiates, amphetamines, and alcohol prescribed by 49 CFR 382, published in October ~~1994~~ 1999, (no later amendments or editions), and conducted in accordance with the procedures ~~set forth~~ at 49 CFR 40, published in October ~~1994~~ 1999, (no later amendments or editions), both incorporated by reference and on file with the Department and the Office of the Secretary of State, and a determination of an applicant’s or school bus driver’s use of barbiturates, benzodiazepines, methadone, and propoxphene as required by these rules and conducted in accordance with the procedures ~~set forth~~ at 49 CFR 40.

“Cowl” means ~~that the~~ portion of the chassis in a Type C school bus that separates the school bus engine from the school bus driver’s compartment.

“Cutaway van” means a chassis to which a completed driver’s compartment is attached before a school bus manufacturer adds ~~the a~~ school bus body.

“dB(A)” means decibels A scale, a term denoting that noise level has been adjusted to duplicate human hearing.

“Department” means the Arizona Department of Public Safety.

“Driver’s compartment” means the part of ~~the a~~ school bus body that is separated from the passenger compartment by a barrier and contains the controls and instruments for the operation of the school bus.

“Emergency-brake system” means ~~the~~ mechanical components used to slow or stop a school bus after a failure of the service-brake system.

“Emergency exit” means an opening in a school bus, including a door, push-out window, or roof hatch, used to unload passengers in the event of an occurrence that requires immediate evacuation of ~~a the~~ school bus.

“Employer” means a private business or school district that hires applicants and certified school bus drivers to operate school buses.

“Forward-control chassis” means a chassis to which ~~the school bus driver~~ controls used to operate a school bus, including the brake, clutch and accelerator pedals, emergency brake, and steering wheel, ~~and other controls used to operate the school bus~~, are mounted as far forward on the chassis as possible and are attached before a school bus manufacturer adds ~~the a~~ school bus body.

“Frame” means the structural foundation upon which ~~the a~~ school bus chassis is constructed.

“Frontage road” means a street that parallels an interstate highway and furnishes access to streets and property that would otherwise be unreachable from the interstate highway.

“Gross vehicle weight rating” means the value specified by the manufacturer as the maximum total loaded weight of a school bus ~~as set forth in~~, calculated in accordance with A.A.C. R17-9-106(26).

“Health care professional” means:

- a. A physician licensed to practice medicine ~~pursuant to~~ under A.R.S. § 32-1401 et seq., osteopathy ~~pursuant to~~ under A.R.S. § 32-~~1801~~1800 et seq., or chiropractic ~~pursuant to~~ under A.R.S. §32-~~921~~900 et seq.;
- b. A physician licensed to practice medicine, osteopathy, or chiropractic in a state contiguous to Arizona;
- c. A physician employed by the United States government and licensed by a state medical board in the United States;

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d. A physician's assistant licensed pursuant to ~~under~~ A.R.S. § 32-2501 et seq.; or

e. A registered nurse practitioner licensed pursuant to ~~under~~ A.R.S. § 32-~~1632~~1601 et seq.

"Highway" has the same meaning as ~~set forth~~ at A.R.S. § 28-101 (~~64~~)(48).

"Identification" means the signs, lettering, or numbers placed on the interior or exterior of ~~the~~ a school bus body, including the glass areas, but does not include the lettering, numbers, or logos of a manufacturer or distributor of the manufacturer's product.

"Ignition power-deactivation switch" means a device that when set causes the engine of a motor vehicle to stop operating if the transmission is placed into gear or the parking-brake system is released.

"Interstate highway" means the designation given by the ~~Federal Government~~ federal government to the system of highways connecting 2 or more states of the United States.

"Lamp" means a device that is covered by a lens and used to produce artificial light.

"Major defect" means a condition that exists to the interior or exterior of a school bus that causes the Department or ~~employer~~ owner to place the school bus out of service while the defect is being corrected.

"Manufacturer" means ~~the~~ an entity engaged in the manufacturing or assembling of a school bus chassis, school bus body, or school bus chassis and body.

"Minor defect" means a condition that exists to the interior or exterior of a school bus that is not a major defect and allows the school bus to remain in operation while the defect is being corrected.

"Off-duty" means the ~~period of~~ time a school bus driver is not on-duty.

"On-duty" means the period between the time a school bus driver begins to work for the employer or is required to be in readiness to work for the employer, regardless of whether the school bus driver is in pay status, until the time the school bus driver is relieved from work and all responsibility for performing work for the employer. On-duty includes:

- a. All time at an employer's place of business, waiting to be dispatched.
- b. All time performing an operations check of a school bus in accordance with A.A.C. R17-9-108(~~D~~), or servicing or conditioning a school bus;
- c. All time driving a school bus, including loading or unloading the school bus, and remaining in readiness to drive a school bus;
- d. All time, at the direction of the employer, travelling but not driving a school bus or assuming any other responsibility to the employer. If the school bus driver is afforded at least 8 consecutive hours off-duty upon arrival at the school bus driver's destination after travelling but not driving a school bus or assuming any other responsibility to the employer, the school bus driver shall be considered off-duty for the entire period travelling but not driving the school bus or assuming any other responsibility to the employer;
- e. All time repairing, obtaining assistance, or remaining in attendance upon a disabled school bus;
- f. All time preparing required reports and records;
- g. All time providing a breath or urine sample, including travel time to and from the collection site, to comply with the testing requirements of this Chapter;
- gh. All time performing any other work for the employer; and
- hi. All time performing any compensated work for any entity other than the employer.

"Out of service" means a school bus cannot be used to transport passengers.

"Owner" means the public or governmental agency or institution or private company in whose name a school bus is titled.

"Parking-brake system" means ~~the~~ mechanical components used to prevent the movement of a school bus while loading or unloading ~~passengers~~ a passenger or when the school bus is parked.

"Passenger" means an individual who rides in a school bus but does not participate in the operation of the school bus.

"Passenger compartment" means that part of the school bus body that is separated from the school bus driver's compartment by a barrier and holds the passengers to be transported.

"Physical examination" means an evaluation of an applicant's or school bus driver's medical status performed by a health care professional according to this Article.

"Physical examination form" means ~~Exhibit A or~~ the form ~~set forth~~ at 49 CFR 391.43, published October ~~1994~~1999, (and no future amendments or editions), incorporated by reference and on file with the Department and the Office of the Secretary of State.

"Push-out window" means safety glass enclosed in a frame on a school bus that moves to the outside of the school bus when force is applied to the window from inside the school bus.

"Refresher training" means the courses required by the Department of each school bus driver to maintain certification as a school bus driver in Arizona.

"Restraining barrier" means a structure located in front of any school bus seat that restricts the forward motion of a passenger.

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“Rub rail” means a horizontal steel bar attached to the outside of ~~the~~ a school bus body used to reinforce the sides of the school bus.

“Safety glass” has the same meaning as ~~set forth~~ at A.R.S. § 28-959 ~~(D)~~(F).

“School” means a school as defined by A.R.S. § 15-101~~(16)~~(19), accommodation school as defined by A.R.S. § 15-101(1), charter school as defined by A.R.S. § 15-101(3), or private school as defined by A.R.S. § 15-101~~(15)~~(18).

“School bus” has the same meaning as ~~set forth~~ at A.R.S. § 28-101~~(53)~~(43).

“School bus body” means a structure assembled upon a chassis designed to carry a school bus driver and passengers.

“School bus driver” means an individual who ~~has been~~ is certified by the Department ~~to meet~~ as meeting the requirements ~~set forth~~ at A.R.S. § 28-~~414.01~~3228 and A.A.C. R17-9-102 to operate a school bus in Arizona.

“School district” has the same meaning as ~~set forth~~ at A.R.S. § 15-101 ~~(17)~~(20).

“Service-brake system” means ~~the~~ mechanical components used to slow or stop a school bus.

“Service door” means a metal structure used to close the opening of a service entrance.

“Service entrance” means ~~the~~ an opening in a school bus used to load or unload passengers.

“Special needs school bus” means a school bus that is designed to transport disabled passengers, some of whom may use a wheelchair, and is constructed with a service entrance and a special-service entrance.

“Special-service entrance” means an opening in a school bus that accommodates a wheelchair lift for the loading or unloading of ~~passengers~~ a passenger who use uses a wheelchair.

“Special-service entrance door” means a metal structure used to close the opening of the special-service entrance.

“Street” has the same meaning as ~~set forth~~ at A.R.S. § 28-101 ~~(64)~~(48).

“Traffic control signal” has the same meaning as ~~set forth~~ at A.R.S. § 28-~~602~~ ~~(26)~~601(27).

“Training” means the instruction, courses, classes, or workshops provided by the Department or the employer that are required to obtain or maintain certification as a school bus driver, classroom instructor, or behind-the-wheel instructor in Arizona.

“Transport” or “transporting” means a school bus driver ~~has set the~~ sets a school bus in motion to carry passengers or objects authorized by the school district to be carried in a school bus.

“Type A ~~School-Bus~~ school bus” means a van converted to a school bus body or a school bus body that is constructed upon a cutaway van, has a left side door for the school bus driver, and is designed for carrying more than 10 individuals. Part of the engine is beneath the windshield and beside the driver’s seat and the service door is behind the front wheels. This definition includes two classifications: Type A-I, with a gross vehicle weight rating of more than 10,000 pounds and Type A-II, with a gross vehicle weight rating of 10,000 pounds or less.

“Type B ~~School-Bus~~ school bus” means a school bus body that is constructed upon a cutaway van or a forward-control chassis, ~~which~~ has a gross vehicle weight rating of more than 10,000 pounds, and is designed for carrying more than 10 individuals. Part of the engine is beneath the windshield and beside the driver’s seat and the service door is behind the front wheels.

“Type C ~~School-Bus~~ school bus” means a school bus body that is installed either upon a chassis cowl with the engine located beneath or in front of the windshield and in front of the cowl or upon a forward-control chassis with part of the engine beneath the windshield and beside the driver’s seat. The service door is located behind the front wheels. The school bus has a gross vehicle weight rating of more than 10,000 pounds and is designed to carry more than 10 individuals.

“Type D ~~School-Bus~~ school bus” means a school bus body that is installed upon a chassis with the engine mounted in front of the front axle, between the front and rear axles, or behind the rear axle. The school bus driver’s seat and the service door are located in front of the front wheels. The school bus has a gross vehicle weight rating of more than 10,000 pounds and is designed to carry more than 10 individuals.

“Van” means a covered or enclosed truck ~~as defined at A.R.S. § 28-101~~(67).

“Wheelchair” means a mobility aid consisting of a frame, seat, and 3 or 4 wheels, which is used ~~for the purpose of supporting to support and carrying~~ carry a disabled passenger ~~with a disability~~.

“Wheelchair lift” means ~~the~~ an electric hydraulic mechanism and platform in a school bus used to raise and lower a passenger in a wheelchair.

“Wheelchair-lift platform” means ~~the~~ a horizontal surface upon which a wheelchair sits while being raised or lowered.

“Wheelchair-passenger restraint” means ~~the~~ a combination of a pelvic and an upper torso restraint, including buckles and fasteners, designed to secure a passenger in a wheelchair within a school bus.

“Wheelchair-passenger restraint anchorage” means ~~the~~ equipment for fastening wheelchair-passenger restraints to the interior of ~~the~~ a school bus.

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“Wheelchair-securement anchorage” means ~~the~~ equipment for fastening ~~a~~ wheelchair-securement ~~devices~~ device to ~~the~~ a school bus floor.

“Wheelchair-securement device” means a strap or webbing, including buckles and fasteners, used for fastening a wheelchair to a wheelchair-securement anchorage.

“Wheelchair-securement system” means ~~the~~ components used to fasten ~~the~~ a wheelchair to the interior of ~~the~~ a school bus, including wheelchair-securement anchorages and wheelchair-securement devices.

**R17-9-102. Certification of School Bus Drivers**

**A.** Certification requirements. An individual shall not operate a school bus in Arizona without being certified by the Department. An applicant for certification shall:

1. Be a minimum of 18 years of age;
2. Submit all of the following to the Department through the employer:
  - a. A completed fingerprint card and fingerprint card processing fee;
  - b. An application signed and dated by the applicant that states the applicant’s:
    - i. Name, home address, and home phone number;
    - ii. Social security number;
    - iii. Date of birth;
    - iv. Arizona commercial driver’s driver license number;
    - v. Date of previous application for certification, if any;
    - vi. Intended employer’s name;
    - vii. Convictions for a felony or misdemeanor, if any, in this state or any other state; ~~and~~
    - viii. Total points accumulated against the applicant’s driving record during the 2 years immediately preceding the date of application using the point system contained in A.A.C. R17-4-506; and
    - ix. Motor vehicle driving record from every state other than Arizona in which the applicant was licensed during the last 10 years;
  - c. Completed physical examination form and results of controlled substances testing; and
  - d. A verification made under penalty of perjury that all submitted information is true and complete;
3. Possess a current Arizona commercial driver’s driver license as set forth at under A.R.S. § 28-403 3101;
4. Possess a current Arizona passenger endorsement as set forth at under A.R.S. § 28-416.01(4) 3103(A)(4);
5. Meet the driving record requirements as set forth listed in this Article; and
6. Complete the training requirements as set forth listed in this Article.

**B.** Physical examination

1. An applicant or school bus driver shall submit to a physical examination that is conducted by a health care professional in accordance with the physical examination form. An applicant or school bus driver is qualified to operate a school bus only if the health care professional concludes that the applicant or school bus driver has no condition that would interfere with the applicant’s or school bus driver’s ability to operate a school bus safely.
2. An applicant shall submit the completed physical examination form to the Department through the employer ~~within 90 calendar days of the physical examination~~.
3. The initial physical examination of an applicant, conducted in accordance with the physical examination form, expires 24 months from the date of the physical examination ~~or on October 31 of the second consecutive year following the initial examination, whichever comes first. Thereafter, each physical examination expires 24 months from the date of the physical examination unless a shorter time is specified by the health care professional who administers the physical examination. The A school bus driver shall submit to a physical examination before the expiration date of the previous physical examination and send the completed physical examination form to the Department through the employer by October 31 of the year of the examination before the end of the month in which the previous physical examination expires.~~
4. If a health care professional determines that further testing of an applicant or school bus driver is needed by an ophthalmologist or optometrist, the health care professional shall refer the applicant or school bus driver to:
  - a. An ophthalmologist licensed ~~pursuant to~~ under A.R.S. § 32-1401 et seq.,
  - b. An optometrist licensed ~~pursuant to~~ under A.R.S. § 32-1701 et seq.,
  - c. An ophthalmologist licensed to practice ophthalmology or optometrist licensed to practice optometry by a state contiguous to Arizona, or
  - d. An ophthalmologist licensed to practice ophthalmology or optometrist licensed to practice optometry by any state or territory of the United States and employed by the United States government.

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5. In addition to the physical examinations required by this Article, the Department or the employer may require a physical examination of a school bus driver for an impairment that would affect the ability to operate a school bus safely. ~~In making this determination, the~~ The Department or employer ~~may consider~~ shall base its decision to require an additional physical examination upon consideration of the appearance or actions of the school bus driver. ~~Results~~ The school bus driver shall submit results of a physical examination conducted ~~pursuant to~~ under this subsection ~~shall be received by~~ to the Department through the employer within 30 days of the date of the physical examination.

**C. Controlled substances and alcohol testing**

1. An applicant or school bus driver shall submit to alcohol and controlled substances testing as ~~permitted~~ required by A.R.S. § ~~23-493 et seq. 28-3228(C)(2)~~ and as prescribed by this Article and 49 CFR 382 ~~(1994)(1999)~~, which is conducted in accordance with the procedures ~~set forth~~ at 49 CFR 40 ~~(1994)(1999)~~, except for the changes in 49 CFR 40 and 49 CFR 382 ~~set forth~~ listed in subsections (C)(1)(a) through (C)(1)(~~m~~ i).
- a. 49 CFR 40.3
- i. “Employee,” “individual,” or “individual to be tested,” ” as used in 49 CFR 40, means an applicant or a school bus driver as defined at A.A.C. R17-9-101.
- ii. “Employer” has the same meaning as ~~set forth~~ at A.A.C. R17-9-101.
- b. 49 CFR 382.107
- i. ~~“Accident” has the same meaning as set forth at A.A.C. R17-9-101.~~
- ii i. “Commercial motor vehicle” has the same meaning as ~~set forth~~ at A.R.S. § ~~28-402(4)(e) 3001-3~~ 3001(3).
- ii. “Driver” means a school bus driver as defined at A.A.C. R17-9-101.
- iii. “Employer” has the same meaning as ~~set forth~~ at A.A.C. R17-9-101.
- iv. “Performing a safety-sensitive function” means any ~~period of~~ time during which a school bus driver is on-duty except when the school bus driver is being compensated by an entity other than the employer.
- v. “Safety-sensitive function” means any activity for which a school bus driver is on-duty except when the school bus driver is performing an activity for and being compensated by an entity other than the employer.
- vi. ~~“School bus” has the same meaning as set forth at A.R.S. § 28-101(53) (43).~~
- e. ~~49 CFR 382.204 is changed to read: No driver shall be on duty for the employer or operate a commercial motor vehicle while the driver possesses alcohol. No employer having actual knowledge that a driver possesses alcohol may permit the driver to perform a safety-sensitive function.~~
- dc. 49 CFR 382.207. In both sentences, the word “four” is changed to “eight.”
- ed. 49 CFR 382.301(a) is changed to read: Prior to the first time a driver performs a safety-sensitive ~~functions~~ function for an employer, the driver shall undergo testing for controlled substances. ~~No~~ An employer shall not allow a driver to perform a safety-sensitive ~~functions~~ function unless the driver has received a controlled substances test result from the medical review officer indicating a verified negative test result.
- fe. 49 CFR 382.301(b) ~~and (c) and (d)~~: Delete these subsections.
- f. 49 CFR 382.303(a): Delete the words “in commerce.”
- g. 49 CFR 382.303(a)(1): Delete the words “, if the accident involved the loss of human life”
- h. 49 CFR 382.303(a)(2): Delete the words “if the accident involved:”
- i. 49 CFR 382.303(a)(2)(i) and (ii) and (a)(3): Delete these subsections.
- g. 49 CFR 382.305 (a)(1), (b), (c), (d) and (i): Delete these subsections.
- h. 49 CFR 382.305 (e): Delete the words “alcohol and” before “controlled substances testing.”
- i. 49 CFR 382.305 (f): Delete the first sentence. In both places in the third sentence, delete “alcohol and/or;” delete “alcohol or;” following DOT.
- j. 49 CFR 382.305 (g): In both places, delete “alcohol and.”
- k. 49 CFR 382.305 (h): Delete “alcohol and/or.”
- l. 49 CFR 382.305 (j): In both places, delete “alcohol or;” delete “alcohol and/or.”
- m. 49 CFR 382.305 (k): In both places, delete “alcohol or.”
2. An employer shall test an applicant or school bus driver for use of barbiturates, benzodiazepines, methadone, and propoxphene using the procedure ~~set forth~~ at 49 CFR 40. When testing for barbiturates, benzodiazepines, methadone, and propoxphene, the employer shall use a urine sample that is collected separate ~~and not split~~ from the urine sample used to test for marijuana, cocaine, opiates, amphetamines, and phencyclidine. To provide 2 separate urine samples, a donor shall urinate into 2 collection containers.
3. The employer shall ensure that each school bus driver is tested for use of controlled substances at least once every 12 months or when requested to do so by the Department. Controlled substances testing conducted after the initial or screening test may be conducted on a random basis.
4. The employer shall submit any and all negative results of controlled substances and alcohol testing to the Department within 90 days of the date of testing by providing the Department a copy of the report submitted to the employer by the entity that conducted the testing.

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5. The employer shall immediately notify the Department by telephone of any and all positive results of controlled substances and alcohol testing and shall submit to the Department within 5 ~~calendar~~ days a copy of the report submitted to the employer by the entity that conducted the testing.
- D. Driving record.**
1. During the 24 months before the date of application or during any 24-month period while certified as a school bus driver, an applicant or school bus driver shall not ~~have accumulated~~ accumulate ~~eight 8~~ or more points against a driving record in this state using the point system contained in A.A.C. R17-4-506.
  2. During the 10 years before the date of application, an applicant shall not have repeatedly received citations for violation of traffic law.
- E. Training requirements of a school bus driver**
1. Before being certified by the Department as a school bus driver, an applicant shall complete a minimum of 14 ~~actual~~ hours of classroom training in the following:
    - a. State and federal traffic laws,
    - b. Behind-the-wheel driving operations,
    - c. School bus driver's responsibilities to passengers and school,
    - d. Inspections and operations checks,
    - e. Records and reports,
    - f. Special needs transportation, and
    - g. Accidents and emergencies.
  2. Classroom training shall be taught by a classroom instructor.
  3. At least 7 ~~calendar~~ days before ~~the date of the~~ classroom training, the classroom instructor shall notify the Department in writing of the date, time, and location of classroom training. The classroom instructor shall notify the Department by any means available at least 24 hours before the date, time, or location of classroom training is changed or canceled.
  4. After completion of classroom training, the classroom instructor shall administer to the applicant a written examination standardized by the Department.
    - a. The written examination shall consist of a combination of 50 true or false, multiple choice, and fill-in-the-blank questions. The examination questions shall cover the following classroom material:
      - i. State and federal traffic laws,
      - ii. Behind-the-wheel driving operations,
      - iii. School bus driver's responsibilities to passengers and school,
      - iv. Inspections and operations checks,
      - v. Records and reports,
      - vi. Special needs transportation, and
      - vii. Accidents and emergencies.
    - b. Each question ~~shall be given~~ has a value of 2 points. ~~An applicant shall~~ To pass the examination ~~by receiving an applicant shall receive~~ a score that ~~is equal to~~ equals or exceeds 80% of the total possible score.
    - c. If an applicant is unable to read or speak the English language, the employer shall arrange to have the examination administered orally to the applicant in the language with which the applicant is most familiar.
    - d. If an applicant does not ~~receive pass~~ the examination ~~score required for classroom training~~ on the first 1st attempt, the applicant ~~is allowed to~~ may take an examination 2 more times within 12 months of the first attempt. A different examination shall be administered to an applicant who is taking an examination for the ~~second 2nd~~ or ~~third 3rd~~ time. The period ~~of time~~ between examinations shall be a minimum of 24 hours. If the applicant fails the examination on the ~~third 3rd~~ attempt, the applicant shall be considered further only if the applicant files a new application and the documents required by these rules.
  5. The classroom instructor shall submit the following information in a written report to the Department and the employer within 7 ~~calendar~~ days from the date of the conclusion of a training course:
    - a. Instructor's name,
    - b. Instructor's certification number,
    - c. Date of training,
    - d. Location of training,
    - e. Each applicant's name, and
    - f. Each applicant's test examination score.
  6. ~~After completing~~ In addition to the classroom training ~~and before being certified to transport passengers in a school bus,~~ an applicant shall complete behind-the-wheel training consisting of a minimum of 20 ~~actual~~ hours operating a school bus in Arizona.
    - a. Behind-the-wheel training shall be taught by a behind-the-wheel instructor who shall be present and observing the applicant while the applicant is operating the school bus.

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- b. Only the applicant, behind-the-wheel instructor, employer, and Department shall be aboard the school bus while the applicant actually operates the school bus.
- c. ~~The~~ At the conclusion of behind-the-wheel training, the behind-the-wheel instructor shall administer ~~a~~ the driving test ~~as set forth in Exhibit B A to the applicant.~~ The behind-the-wheel instructor shall either pass or fail ~~an~~ the applicant and submit the results in writing to the Department and the employer within 7 ~~calendar~~ days of the ~~con-~~  
~~clusion of the~~ driving test.

**F.** First aid and cardiopulmonary resuscitation

- 1. Before being certified, an applicant shall complete ~~4 actual hours of~~ classroom instruction in cardiopulmonary resuscitation and ~~4 actual hours of classroom instruction in~~ basic first aid. The instruction in cardiopulmonary resuscitation shall include performing cardiopulmonary resuscitation on children and infants.
- 2. The instruction shall be conducted by an individual currently certified in first aid and cardiopulmonary resuscitation from a program approved by a nationally recognized organization such as the American Heart Association, ~~the~~ American Red Cross, ~~the~~ National Safety Council, ~~or the~~ Arizona Bureau of Mines, ~~or~~ by an emergency medical technician ~~or paramedic certified pursuant to A.R.S. § 36-2205 licensed by Arizona, or by an agency of the U.S. government.~~
- 3. An applicant shall submit to the Department, through the employer, a copy of the front and back of the first-aid card and cardiopulmonary resuscitation card issued to the applicant or other written documentation as proof of completion of the first-aid and cardiopulmonary resuscitation training.
- 4. A school bus driver shall renew first-aid and cardiopulmonary resuscitation instruction before expiration of the current training. Renewal instruction shall ~~consist of 4 actual hours in cardiopulmonary resuscitation and 4 actual hours in basic first aid~~ be provided by an individual described in subsection (F)(2). The school bus driver shall submit to the Department ~~and,~~ through the employer, a copy of the front and back of the first-aid card and cardiopulmonary resuscitation card or other written documentation as proof of renewal of training.

**G.** The Department shall process an application for certification as a school bus driver under R17-9-109.

**GH.** Refresher training

- 1. ~~A school bus driver shall have refresher training no later than 24 months following the date of initial certification or by October 31 of the second consecutive year following the initial certification, whichever comes first, a school bus driver shall complete refresher training~~ completion of the training required by subsection (E). Refresher training shall consist consist of a minimum of 6 1/2 ~~actual~~ hours of classroom training in the following:
  - a. State and federal traffic laws,
  - b. School bus driver responsibilities to passengers and school,
  - c. Behind-the-wheel operations,
  - d. Records and reports,
  - e. Inspections and operations checks,
  - f. Special needs transportation, and
  - g. Accidents and emergencies.
- 2. After completing the first refresher training, the school bus driver shall complete a minimum of 6 1/2 ~~actual~~ hours of classroom training in the areas described in subsection (GH)(1) every 24 months following the last refresher training.
- 3. A classroom instructor shall teach refresher training and shall submit the following information in a written report to the Department and the employer within 15 ~~calendar~~ days from completion of refresher training:
  - a. Instructor's name,
  - b. Instructor's certification number,
  - c. Date of training,
  - d. Location of training, ~~and~~
  - e. Each school bus driver's name, ~~and~~
  - f. Each school bus driver's certification number.

**HI.** Records

- 1. The employer shall maintain qualification and training records of an applicant who is certified and of a school bus driver who terminates employment, and qualification records of an applicant who is ~~refused~~ denied certification, for 24 months from the date of certification, termination of employment, or ~~refusal~~ denial of certification.
- 2. The employer shall maintain refresher training records of a school bus driver for 24 months from the date of completion of each refresher training course.
- 3. The employer shall transfer qualification and training records of a school bus driver to a subsequent employer upon written request by the subsequent employer or school bus driver.
- 4. Qualification records include:
  - a. Application,
  - b. Driving record, and
  - c. Copy of physical examination form and controlled substance test results.

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5. Training records include:
  - a. An applicant's initial training date and name and certification number of instructor,
  - b. A school bus driver's refresher training date and name and certification number of classroom instructor,
  - c. Classroom and behind-the-wheel training examination ~~score~~ scores,
  - d. A copy of the first-aid card and cardiopulmonary resuscitation card or other written documentation of completion of first-aid and cardiopulmonary resuscitation training, and
  - e. A copy of the school bus driver certification card issued by the Department.

**J.** ~~Refusal or Denial, cancellation, or suspension~~ of certificate

1. ~~The~~ Based on an assessment of the totality of the circumstances, the Department ~~shall refuse to issue~~ may deny a certificate to an applicant or ~~shall~~ may cancel or suspend a certificate of a school bus driver for:
  - a. Failing to meet or comply with the requirements of this Article;
  - b. Being convicted of or subject to an outstanding warrant for any felony; ~~or of~~
  - c. Being convicted of or subject to an outstanding warrant for a misdemeanor reasonably relating to the occupation of a school bus driver; including:
    - i. Civil traffic violation (A.R.S. § 28-1591 et seq.);
    - ii. Driving under the influence (A.R.S. § 28-1381 et seq.);
    - iii. Any sexual offense (A.R.S. § 13-1401 et seq.);
    - iv. Any abuse of a child (A.R.S. § 13-3623); or
    - v. Use, sale, or possession of a controlled substance (A.R.S. § 13-3401 et seq.).
  - ed. Providing false, incomplete, or misleading information to the Department;
  - de. ~~Pursuant to~~ Under A.R.S. § ~~28-692~~ 28-1381, driving a school bus while under the influence of intoxicating liquor or drugs; or
  - ef. ~~Pursuant to~~ Under A.R.S. §§ ~~28-441~~ 28-3301 through ~~28-455~~ 28-3320, having a commercial ~~driver's~~ driver license canceled, suspended, revoked, or denied.
2. An applicant who ~~has been refused~~ is denied a certificate or a school bus driver whose certificate ~~has been~~ is canceled or suspended may request a hearing within ~~15~~ 30 ~~calendar~~ days from the date of receipt of the ~~refusal~~ denial, ~~or~~ cancellation, or suspension. The hearing shall be conducted according to the procedures contained in A.R.S. §§ ~~41-1061 through 41-1066~~ Title 41, Chapter 6, Article 9.
3. The Department shall inform an applicant who is denied a certificate or a school bus driver whose certificate is canceled or suspended of the amount of time that must elapse before the applicant or the school bus driver may reapply for certification. The Department shall include this information in the notice of denial, cancellation, or suspension and the notice of final order, if any, served on the applicant or school bus driver. In determining the amount of time that must elapse before reapplication, the Department shall consider:
  - a. The seriousness of the offense leading to denial, cancellation, or suspension;
  - b. The frequency with which the offense occurred; and
  - c. The amount of time required to correct the offense.

**K.** If a school bus driver is terminated from or leaves employment, the employer shall provide written notice to the Department within 30 days of the termination or leaving. If a school bus driver transfers employment from 1 employer to a 2nd employer, within 14 days of the transfer the 2nd employer shall provide written notice to the Department of the:

1. School bus driver's name,
2. School bus driver's certification number,
3. Name of the transferring employer, and
4. Effective date of the transfer.

**R17-9-103. Certification of Classroom and Behind-~~The Wheel~~ the-wheel Instructors**

**A.** Before being certified ~~to teach as a~~ as a classroom ~~training~~ instructor, an applicant shall:

1. Submit to the Department an application signed and dated by the applicant that states the applicant's:
  - a. Name, home address, and home phone number;
  - b. Social security number;
  - ~~bc.~~ Date of birth;
  - ed. Current employer's name, address, and phone number; and
  - de. Dates of all previous applications;
2. Submit a letter to the Department from the current employer recommending that the applicant be considered as a classroom instructor; and

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3. Pass a written examination standardized by the Department:
  - a. The written examination shall consist of a combination of 50 true or false, multiple choice, and fill-in-the-blank questions. The examination questions shall cover the following:
    - i. State and federal traffic laws,
    - ii. Behind-the-wheel driving operations,
    - iii. School bus driver's responsibilities to passengers and school,
    - iv. Records and reports,
    - v. Inspections and operations checks,
    - vi. Accidents and emergencies, and
    - vii. Special needs transportation.
  - b. Each question ~~shall be given~~ has a value of 2 points. ~~An applicant shall~~ To pass the examination ~~by receiving, an applicant shall receive~~ a score that ~~is equal to~~ equals or exceeds 90% of the total possible score.
  - c. If an applicant is unable to read ~~or speak~~ the English language, the employer shall arrange to have the examination administered orally to the applicant in the language with which the applicant is most familiar.
  - d. If an applicant does not ~~receive~~ pass the ~~required~~ examination score, the applicant may take a ~~second~~ 2nd examination; ~~that is different from the first 1st, a minimum of 24 hours from the time of the first examination.~~
  - e. If the applicant fails to ~~receive a passing score on~~ pass the ~~second~~ 2nd examination, the applicant may receive further consideration ~~shall not take another examination for by a minimum of 12 months from the date of the second examination. To receive further consideration, the applicant shall submit~~ submitting a new application and documents required by these rules.
  - f. The classroom instructor shall submit each applicant's examination score to the Department within 7 ~~calendar~~ days from the date of the examination.
- B.** ~~After passing the written examination, the applicant shall complete 8 actual hours of classroom training provided by the Department consisting of updates of state and federal statutes and rules or regulations relating to school buses, teaching techniques, and communication skills. The Department shall issue a certificate to teach classroom training to each applicant immediately after the applicant completes the classroom training. The Department shall process an application for certification as a classroom instructor under R17-9-109.~~
- C.** To maintain certification by the Department, a classroom instructor shall teach a minimum of 12 ~~actual~~ hours of classroom or refresher training every ~~12~~ 24 months from the date of certification. The classroom instructor shall submit the following written documentation to the Department within 15 days of completion of a training program:
  1. Name of classroom instructor,
  2. Location of training provided,
  3. Subject matter of training provided,
  4. Date of training, and
  5. Number of ~~actual~~ hours of training completed.
- D.** Before being certified ~~to teach~~ as a behind-the-wheel ~~training~~ instructor, an applicant shall:
  1. Be certified continuously as a school bus driver in Arizona for the ~~12-month period~~ months immediately preceding the application and be employed as a certified school bus driver at the time of application;
  2. Submit an application to the Department signed and dated by the applicant that states the applicant's:
    - a. Name, home address, and home phone number;:
    - b. Social security number;
    - ~~bc.~~ Commercial ~~driver's~~ driver license number;:
    - ed. Current employer's name, address, and phone number;:
    - ~~de.~~ Dates of all previous applications;:
  3. Submit a letter from the current employer recommending that the applicant be considered as a behind-the-wheel instructor; and
  4. Pass a written examination standardized by the Department.
    - a. The written examination shall consist of a combination of 50 true or false, multiple choice, and fill-in-the-blank questions. The examination questions shall cover the following:
      - i. State and federal traffic laws,
      - ii. Behind-the-wheel driving operations,
      - iii. School bus driver's responsibilities to passengers and school,
      - iv. Records and reports,
      - v. Inspection and operations checks,
      - vi. Accidents and emergencies, and
      - vii. Special needs transportation.
    - b. Each question ~~shall be given~~ has a value of 2 points. ~~An applicant shall~~ To pass the examination ~~by receiving, an applicant shall receive~~ a score that ~~is equal to~~ equals or exceeds 80% of the total possible score.

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- c. If an applicant is unable to read or speak the English language, the employer shall arrange to have the examination administered orally to the applicant in the language with which the applicant is most familiar.
  - d. If an applicant does not receive pass the required examination score, the applicant may take a second 2nd examination; ~~that is~~ different from the first, a minimum of 24 hours from the time of the first 1st examination.
  - e. If the applicant fails to receive a passing score on pass the second 2nd examination, the applicant ~~shall not take another examination for~~ may receive further consideration by a minimum of 12 months from the date of the second examination. ~~To receive further consideration, the applicant shall submit~~ submitting a new application and documents required by these rules.
  - f. The classroom instructor shall submit each applicant's examination score to the Department within 7 ~~calendar~~ days from the date of the examination.
- E.** ~~After passing the written examination, the applicant shall complete 4 actual hours of classroom training provided by the Department, consisting of updates of state and federal statutes and rules or regulations relating to school buses, teaching techniques, and communication skills. The Department shall issue a certificate to teach behind-the-wheel training to each applicant immediately after the applicant completes the classroom training. The Department shall process an application for certification as a behind-the-wheel instructor under R17-9-109.~~
- F.** To maintain certification by the Department, a behind-the-wheel instructor shall maintain certification as a school bus driver in this state and teach a minimum of 12 ~~actual~~ hours of behind-the-wheel training every ~~12~~ 24 months from the date of certification. ~~The behind-the-wheel instructor shall submit the following written documentation to the Department every 12 months from the date of certification:~~
1. ~~Name of behind-the-wheel instructor;~~
  2. ~~Location of training;~~
  3. ~~Subject matter of training;~~
  4. ~~Date of training; and~~
  5. ~~Number of actual hours of training provided.~~
- G.** Records
1. ~~The Department employer shall maintain qualification and training the following~~ records for each classroom and behind-the-wheel instructor for 24 months from the date of certification.
  2. ~~Qualification records include:~~
    - a. Application,
    - b. Driving record, ~~and~~
    - c. Letters of recommendation; ~~and~~
  3. ~~Training records include:~~
    - ~~a.~~ Examination test scores; ~~and~~
    - b. ~~A copy of the certification card issued by the Department, and~~
  2. ~~e All The Department shall maintain the documents required by subsection (C) for 24 months or (F) of this Section.~~
- H.** ~~Refusal to issue or Denial, cancellation, or suspension~~ of certificate of classroom or behind-the-wheel instructor
1. ~~The~~ Based on an assessment of the totality of the circumstances, the Department shall refuse to issue may deny a certificate to an applicant or ~~shall~~ may cancel or suspend a certificate of a behind-the-wheel instructor for:
    - a. Failing to meet or comply with the requirements of this Article;
    - b. Being convicted of ~~any or~~ subject to an outstanding warrant for a felony; ~~or~~
    - c. ~~of a~~ Being convicted of or subject to an outstanding warrant for a misdemeanor relating reasonably related to the occupation of a school bus driver, including:
      - i. Civil traffic violation (A.R.S. § 28-1591 et seq.);
      - ii. Driving under the influence (A.R.S. § 28-1381 et seq.);
      - iii. Any sexual offense (A.R.S. § 13-1401 et seq.);
      - iv. Any abuse of a child (A.R.S. § 13-3623); or
      - v. Use, sale, or possession of a controlled substance (A.R.S. § 13-3401 et seq.);
    - ~~ed.~~ Providing false, incomplete, or misleading information to the Department;
    - ~~de.~~ Pursuant to Under A.R.S. § 28-692 28-1381, driving a school bus while under the influence of intoxicating liquor or drugs; or
    - ~~ef.~~ Pursuant to Under A.R.S. §§ 28-441 28-3301 through 28-455 28-3320, having a commercial driver's license canceled, suspended, revoked, or denied.
  2. The Department shall ~~refuse to issue~~ deny a certificate to an applicant or shall cancel or suspend a certificate of a classroom instructor for:
    - a. Failing to meet or comply with the requirements of this Article; or
    - b. Providing false, incomplete, or misleading information to the Department.

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3. An applicant who ~~has been refused~~ is denied a certificate or an instructor whose certificate ~~has been~~ is canceled or ~~suspended~~ may request a hearing within ~~15 calendar~~ 30 days from the date of receipt of the notice of the ~~refusal or denial, cancellation, or suspension~~. The hearing shall be conducted according to the procedures contained in A.R.S. §§ 41-1061 through 41-1066 Title 41, Chapter 6, Article 9.
  4. The Department shall inform an applicant who is denied a certificate or a school bus driver whose certificate is canceled or suspended of the amount of time that must elapse before the applicant or the school bus driver may reapply for certification. The Department shall include this information in the notice of denial, cancellation, or suspension and the notice of final order, if any, served on the applicant or school bus driver. In determining the amount of time that must elapse before reapplication, the Department shall consider:
    - a. The seriousness of the offense leading to denial, cancellation, or suspension;
    - b. The frequency with which the offense occurred; and
    - c. The amount of time required to correct the offense.
- I.** If a classroom or behind-the-wheel instructor is terminated from or leaves employment, the employer shall provide written notice to the Department within 30 days of the termination or leaving. If a classroom or behind-the-wheel instructor transfers employment from 1 employer to a 2nd employer, within 7 days of the transfer the 2nd employer shall provide written notice to the Department of the:
1. Name of the classroom or behind-the-wheel instructor.
  2. Certification number of the classroom or behind-the-wheel instructor.
  3. Name of the transferring employer, and
  4. Effective date of the transfer.

**R17-9-104. Minimum Standards for School Bus Operation**

- A.** ~~The~~ A school bus driver shall perform operations checks of a school bus as required by A.A.C. R17-9-108.
- B.** Loading or unloading of passengers:
1. ~~As of the effective date of these rules February 16, 1996,~~ an 8-lamp system as described in A.A.C. R17-9-107(~~13~~ 14) shall be installed on a school bus before it is introduced into Arizona. When preparing to stop ~~the~~ a school bus on a street or highway, the school bus driver shall activate the alternately flashing amber lamps of an 8-lamp system or the alternately flashing red lamps of a 4-lamp system for ~~a minimum distance of no more than~~ no more than 100 feet, ~~in accordance with A.R.S. § 28-930(B).~~ Whenever the school bus is stopped on a street or highway to load or unload passengers, the school bus driver shall deactivate the alternately flashing amber lamps and activate the alternately flashing red lamps of an 8-lamp system, and extend the stop arm and open the service door.
  2. When a school bus driver stops the school bus to load or unload passengers, the school bus driver shall set the parking brake and place the transmission in neutral.
  3. The distance between stops for the purpose of loading or unloading passengers shall be no less than 600 feet, unless the school determines that more frequent stops are necessary for safety. The school bus driver shall be stopped stop the school bus as near the right edge of the traveled portion of the street or highway as possible.
  4. A school bus driver shall not ~~stop on a street or highway in a position from which load or unload passengers are loaded or unloaded~~ on the traffic side of the bus.
  5. When a school bus driver loads or unloads passengers who must cross a street or highway at a location other than an intersection, the passengers shall cross at least 10 feet in front of the front bumper of the school bus. The school bus driver shall not permit passengers who must cross a street or highway to be unloaded from the school bus until all traffic to the front and rear of the school bus ~~has is~~ stopped. The school bus driver shall not move the school bus until all passengers have crossed the street or highway.
  6. In intersections that use lighted traffic control signals, a school bus driver shall load or unload passengers ~~shall be loaded or unloaded~~ no closer than 100 feet of the traffic control signal so the passengers may cross with the traffic control signal, either before or after the school bus proceeds.
  7. In intersections without lighted traffic control signals, a school bus driver shall load or unload passengers ~~shall be loaded or unloaded~~ no closer than 50 feet of the intersection so the passengers may cross at the intersection, either before or after the school bus proceeds.
  8. A school bus driver shall not stop a school bus on an interstate highway for the purpose of loading or unloading passengers, except that:
    - a. School A school bus stops stop may be established on a frontage ~~roads~~ road that ~~parallel~~ parallels an interstate ~~highways~~ highway if no passenger is allowed to cross a divided highway.
    - b. A school bus may stop in a safety rest ~~areas~~ area as defined by A.R.S. § ~~28-2101~~ 28-7901(8) that ~~are is~~ part of or adjacent to an interstate highway.
  9. A school bus driver shall load or unload passengers on school grounds only in an area designated by the school and marked with a sign as a school bus loading area.

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10. During ~~the time of~~ loading or unloading of passengers at a designated school bus loading area at a school, the school shall restrict the loading area is restricted to school buses, passengers, and school employees assisting in the loading or unloading of passengers.
  11. A school shall allow passengers in a designated school bus loading area only when the passengers are being loaded on or unloaded from ~~the a~~ school bus.
  12. A school shall designate all school bus loading areas at locations that prevent backing of the school bus.
  13. In areas at a school not designated as a school bus loading area, a school bus driver shall not back upon or adjacent to the school grounds unless an individual authorized by the school bus driver directs the backing procedure while standing at the rear of the school bus in a position visible to the school bus driver. This provision does not apply to a school bus garage or school bus storage area where passengers are not allowed.
  14. Immediately before a school bus driver engages in backing ~~the a~~ school bus, the school bus driver shall sound the horn to warn motorists and pedestrians of the backing procedure. This provision does not apply if the school bus is equipped with an alarm that operates automatically when the school bus is backing.
  15. In addition to the requirements for railroad grade crossings contained in A.R.S. § 28-853, ~~the a school bus driver shall~~ comply with the following apply:
    - a. ~~Hazard Use hazard~~ warning lights as described in A.R.S. § 28-947 (D) ~~shall be used~~ within a minimum of 100 feet of all railroad grade crossings to warn motorists of an intended stop.
    - b. Shut off any radio, compact disc player, and other source of sound within 50 feet of a railroad grade crossing.
    - ~~bc.~~ All Stop the school buses bus, with or without passengers aboard, ~~shall stop~~ at railroad grade crossings when traffic at the railroad grade crossing is not directed by a police officer or traffic-control signal.
    - ~~ed.~~ While stopped at a railroad grade crossing at which traffic is not directed by a police officer or traffic-control signal, ~~the school bus driver shall~~ completely open the service door and the window to the left of the driver and, by hearing and sight, determine that it is safe to cross. Before proceeding, ~~the school bus driver shall~~ close the service door.
    - ~~de.~~ A school bus driver shall Do not stop to load or unload passengers within 200 feet of a railroad grade crossing. This provision ~~shall does~~ not prohibit stops at a railroad station or on a highway that parallels the railroad tracks.
- C. An employer shall not allow or require a school bus driver to drive a school bus nor shall a school bus driver drive a school bus:
1. For more than 10 hours after having been off-duty for a minimum of 8 consecutive hours;
  2. For any period after having been on-duty for 15 hours after having been off-duty for a minimum of 8 consecutive hours;
  3. After having been on-duty 60 hours in any 7 consecutive days if the employer does not operate school buses for 7 consecutive days; or
  4. After having been on-duty 70 hours in any 8 consecutive days if the employer operates school buses every day of the week.
- D. Other requirements:
1. A school bus driver shall wear a seat belt whenever the school bus is in motion.
  2. While operating a school bus, a school bus driver shall wear closed-toe, closed-heel shoes that will not interfere with driving the school bus safely or with performing other duties of the school bus driver.
  3. A school bus driver shall comply with all state traffic laws while operating a school bus except that the school bus driver shall not exceed 65 miles per hour or the posted speed limit, whichever is less, when operating the school bus on an interstate highway.
  24. Passengers shall comply with all instructions given to them by a school bus driver. A passenger or a non-passenger who ~~has boarded boards~~ the school bus and refuses to comply with the school bus driver's instructions may be surrendered into the custody of a person who is authorized by the school to assume responsibility for the passenger or non-passenger.
  35. All passengers shall sit with their backs against the seat backs, their legs facing towards the front of the school bus, and all parts of their bodies clear of all aisles whenever the school bus is in motion.
  46. A school bus driver shall not transport in a school bus more passengers than the rated capacity stated by the school bus manufacturer.
  57. A school bus driver shall close the service doors of a school bus before operating the school bus. The service doors shall remain closed whenever the school bus is in motion.
  68. A school bus driver shall not place the transmission in neutral or coast with the clutch disengaged on a downhill grade.
  79. The driver of a school bus equipped with a 2-speed axle shall not shift the axle while descending any hill posted with grade warning signs.
  810. A school bus driver shall ensure that a school bus is not ~~be~~ fueled in a closed building, while the school bus engine is running; or while passengers are on board.
  911. A school bus driver or passenger shall not use tobacco in any form on a school bus.

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- ~~10~~12. A school bus driver shall not carry on a school bus or consume any beverage containing any alcohol while on duty with the employer or within 8 hours before going on duty with the employer.
13. A school bus driver shall not eat or drink on a school bus while the school bus is in motion.
- ~~11~~14. A school bus driver shall not at any time carry on a school bus or use a controlled substance.
- ~~12~~15. A passenger shall not carry on a school bus, or consume while being transported in a school bus, any controlled substance or any beverage containing any alcohol.
16. A school bus driver shall not assume responsibility for transporting any medication, whether prescription or over-the-counter, that belongs to a passenger.
- ~~13~~17. A school bus driver shall not transport animals, insects, or reptiles in a school bus with the exception of service dogs, as defined at A.R.S. § 11-1024(G)(3), which assist disabled passengers ~~with disabilities~~.
- ~~14~~18. Except for eyeglasses, a passenger or school bus driver shall not carry or transport glass objects on a school bus.
- ~~15~~19. A school bus driver or passenger shall not carry on or transport in a school bus an explosive device, gun, ~~or~~ knife, or other weapon as defined by school district policy.
- ~~16~~20. A passenger shall not place any part of the passenger's body out of a school bus window or door except when exiting the school bus.
- ~~17~~21. When instruments or equipment related to musical or athletic events are transported on a school bus, the school bus driver shall transport them as follows:
- a. Instruments or equipment shall not occupy seating space if needed for a passenger,
  - b. Instruments or equipment shall not be placed in the school bus driver's compartment or step-well of the school bus,
  - c. Instruments or equipment shall be under the passenger's control at all times or secured in the school bus, and
  - d. Instruments or equipment shall not block an aisle or emergency exit of ~~a~~ the school bus at any time.
- ~~18~~22. A passenger who carries onto a school bus an object other than an instrument or equipment related to musical or athletic events shall control the object at all times or secure the object in the school bus. If the passenger is not able to control or secure the object in the school bus, the passenger shall not carry the object onto the school bus.
- ~~19~~23. A school bus driver shall ~~secure~~ ensure that all objects inside the school bus ~~driver's compartment and service entrance~~ are under a passenger's control or secured in a manner that prevents the objects from causing physical injury to others or affecting the safe operation of the school bus.
- ~~20~~24. A school bus driver shall not drive a school bus with a trailer or other vehicle attached to the school bus.
- ~~21~~25. A school bus driver shall stop the school bus and check the wheels and tires for wear, damage, and inflation after every 2 continuous hours of driving.
- ~~22~~26. All school buses shall have and school bus drivers shall use a 2-way voice communication system.
- ~~23~~27. A school bus driver shall not wear an audio headset ~~or earphones, or ear plugs,~~ or use a cellular telephone whenever the school bus is in motion.
- ~~24~~28. ~~When~~ Except when complying with R17-9-108(D), if a school bus driver leaves the driver's compartment, the school bus driver shall set the parking-brake system, place a standard transmission in either first or reverse gear, place an automatic transmission in park or neutral, and turn off the ignition and remove the ignition key from an ignition that uses a key, or set the ignition power-deactivation switch of an ignition that does not use a key.
- ~~25~~29. At the conclusion of each route, a school bus driver shall inspect the interior of the school bus for passengers remaining and objects left on the school bus.
- ~~26~~30. At least ~~once every 6 months~~ twice during every school year, a school shall conduct an evacuation drill of a school bus at the school that includes every passenger who rides a school bus and is in school on the day of the evacuation drill. At least 14 days before an evacuation drill, a school shall submit to the Department a written notice stating the date, time, and location of the evacuation drill. Each school bus driver shall ~~conduct or~~ participate in a minimum of ~~1~~ 2 evacuation ~~drill~~ drills during every 6 months school year. Evacuation drills shall include:
- a. Practice and instruction in the location, use, and operation of the emergency exits, fire extinguishers, first aid equipment, windows as a means of escape, and communication systems;
  - b. Practice and instruction in when and how to approach, load, unload, and move away from the school bus a minimum of 100 feet;
  - c. Instructions on how weather-related hazards affect emergency procedures; and
  - d. Instructions on the importance of orderly conduct.
- ~~27~~31. A white, flashing, strobe lamp as described in A.A.C. R17-9-107(~~13~~14)(f) may be used only during conditions that produce low visibility or that are hazardous.
32. An owner shall ensure that no lock, except as provided in R17-9-107(7)(h), is installed on any school bus emergency exit or service door.
33. All school bus drivers and passengers shall immediately report to the employer any violation of these rules that threatens the safety of a passenger or, of state statutes.

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- E. Reports and recordkeeping:
1. Immediately following any accident involving a school bus, a the school bus driver shall report the accident to the employer.
  2. Immediately upon receiving notification of any accident involving a school bus, the employer shall notify the Department of the accident by telephone. The employer shall submit written verification of the accident to the Department within 72 hours of the telephone notification.
  3. Immediately upon becoming aware of a violation of these rules or state statutes that causes injury to a passenger, the employer shall notify the Department of the violation by telephone. The employer shall submit a written report of the violation to the Department within 72 hours of the telephone notification.
  34. ~~Within~~ No later than 14 days ~~of~~ after an evacuation drill, a school district shall submit to the Department a written report of the evacuation drill identifying the school district, participating school, date, and number of participants.
  45. From the date on which a record is created, the employer shall maintain for 3 years the following written records for each school bus driver:
    - a. On a daily basis, the period of time each school bus driver is on-duty for the employer including the date, each start and quit time, and the total number of hours on-duty for the employer.
    - b. On a daily basis, the total number of hours on-duty for an entity other than the employer during the previous 7 days.
  6. A school bus driver who performs any compensated work for an entity other than the employer shall provide the employer, in writing, the name and telephone number of the entity and the number of hours the school bus driver works each day for the entity.
  57. A school bus driver who receives a citation, whether on-duty or off-duty, shall immediately inform the employer by telephone about the citation and shall submit a copy of the citation to the employer within 5 ~~calendar~~ days.

**R17-9-105. Special Needs Standards**

A. General requirements:

1. As of ~~the effective date of these rules~~ February 16, 1996, before being introduced into Arizona, ~~a school buses bus designed used~~ A school bus used for transporting disabled passengers shall comply with the minimum standards applicable to school buses and the specifications contained in this Section. ~~School buses designed~~ A school bus used for transporting disabled passengers that ~~were~~ was introduced into Arizona before ~~the effective~~ that date of these rules shall comply with the minimum standards ~~set forth~~ in these rules, including this Section, or those ~~set forth~~ at A.A.C. R17-4-608.
2. Any school bus that is used for transporting a passenger who uses a wheelchair shall be equipped with a wheelchair lift.
3. ~~The~~ A wheelchair lift shall be located on the side of the bus body opposite the school bus driver. The wheelchair lift shall not be attached to the exterior sides of the school bus and shall be confined within the school bus body when not extended.
4. Any school bus that is used for transporting disabled passengers shall be equipped with a belt cutter that is accessible only to the school bus driver.

B. Special-service entrance:

1. A school bus ~~designed used~~ used for transporting disabled passengers shall have a special-service entrance ~~that accommodates of a width and depth to accommodate~~ a wheelchair lift used for the loading or unloading of disabled passengers. The special-service entrance shall have a minimum clear opening of 30 inches to allow for the passage of a wheelchair.
2. The special-service entrance shall be located ~~at any point~~ on the side of the bus opposite the school bus driver and far enough to the rear of the school bus to prevent the special-service entrance door from obstructing the service door when the special-service entrance door is open.
3. ~~The special-service entrance shall be of a width and depth to accommodate a wheelchair lift. The wheelchair lift shall have a minimum clear opening of 30 inches to allow for the passage of a wheelchair.~~
43. A drip molding shall be installed above the special-service entrance to divert water from the special-service entrance.
54. The frame surrounding the special-service entrance shall be constructed to provide support and strength at least equal to the school bus body standards ~~as set forth in~~ at A.A.C. R17-9-107.

C. Special-service entrance doors:

1. A school bus ~~designed used~~ used for transporting passengers in wheelchairs shall provide a special-service entrance door not to exceed 45 inches in width.
2. Two doors shall not be used for a special-service entrance on a school bus.
3. The special-service entrance door shall be constructed to open toward the exterior of the school bus. A Type A-II school bus is exempt from this provision if its special-service entrance door is provided by the school bus chassis manufacturer.
4. The special-service entrance door shall have a fastening device attached to the school bus body to hold the special-service entrance door in an open position.

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5. The special-service entrance door shall be weather-sealed by a rubber cushion affixed to the door or door frame.
6. Door materials, panels, and structural strength of a special-service entrance door shall be equivalent to the standards contained in A.A.C. R17-9-107 for a service door and an emergency door. Color, rub rail extensions, lettering, and all exterior features shall match adjacent sections of the school bus body.
7. The window in the special-service entrance door shall be made of safety glass, mounted in rubber that is equal to the mounting of the other windows, and aligned with the side windows of the school bus.
8. A pressure switch shall be installed in the special-service entrance door frame that will actuate a green flashing lamp located in the school bus driver's compartment when the ignition is in the "on" position to warn the school bus driver when the special-service entrance door is not closed.
9. A pressure switch shall be installed in the special-service entrance door frame so the wheelchair-lift ~~mechanism~~ will not operate when the special-service entrance door is closed.

**D. Wheelchair lift:**

1. ~~The wheelchair-lift mechanism~~ A wheelchair lift shall be capable of lifting a minimum load of 800 pounds.
2. When the wheelchair-lift platform is raised to the maximum position, it shall be held in position by the wheelchair-lift ~~mechanism~~.
3. Controls shall be provided that enable an individual authorized by the school bus driver to activate the wheelchair lift from either inside or outside the school bus.
4. ~~A~~ The wheelchair lift shall be equipped so it may be manually raised or lowered in the event of a power failure to the wheelchair lift.
5. ~~A~~ The wheelchair lift shall contain a safety device to prevent the wheelchair-lift platform from falling.
6. ~~A~~ The wheelchair lift shall be constructed so it allows the wheelchair-lift platform to rest completely on the ground.
7. All edges of the wheelchair-lift platform shall be designed to restrain the wheelchair and prevent the feet of an individual in the wheelchair ~~lift~~ from becoming caught during the raising or lowering process.
8. A barrier shall be attached along the outer non-loading edges of the wheelchair-lift platform that will prevent the wheelchair from rolling off the wheelchair-lift platform when the wheelchair-lift platform is placed in any position other than completely extended on ground level.
9. A self-adjusting, skid-resistant plate shall be installed on the loading edge of the wheelchair-lift platform to reduce the incline from the wheelchair-lift platform to ground level. This plate shall be used as a restraining barrier on the loading edge of the wheelchair-lift platform. The wheelchair-lift platform shall be skid-resistant.
10. A school bus shall be provided with a battery to be used exclusively ~~for the operation of~~ to operate the wheelchair lift. The electrical-charging system of the school bus shall charge the battery of the wheelchair lift. The wheelchair-lift battery shall not supply power to any other electrical system in the school bus body.
11. A circuit breaker or fuse shall be installed between the battery and wheelchair-lift motor.
12. The wheelchair-lift ~~mechanism~~ shall be equipped with an adjustable switch that limits the electrical power to the wheelchair-lift motor and a bypass valve to prevent pressure from building in the hydraulic system when the wheelchair-lift platform reaches the maximum up or down position.
13. A ramp may be carried on ~~the~~ a school bus for use during an occurrence that requires ~~an evacuation of a~~ evacuating the school bus. The ramp shall not be stored within the passenger compartment of the school bus.

**E. Wheelchair and wheelchair-passenger securement:**

1. Each wheelchair in a school bus shall be secured in a forward-facing position. Medical equipment and supplies required to accommodate a disabled passenger shall be secured in a school bus by means of alterations approved by the Department in accordance with A.A.C. R17-9-108(G).
2. Each space designated for a wheelchair in a school bus shall be a minimum of 30 inches in width from the interior school bus wall to the aisle and a minimum of 48 inches in length. A wheelchair shall not be placed in a position that it prevents passage through the special-service entrance.
3. The wheelchair-securement system shall provide a minimum of 4 wheelchair-securement anchorages attached to the school bus floor with a minimum of 2 anchorages located at the rear of the space designated for a wheelchair and a minimum of 2 anchorages located at the front of the space.
4. ~~A~~ The wheelchair-securement system shall provide a minimum of 1 wheelchair-securement device located in each of the rear anchorages and a minimum of 1 wheelchair-securement device located in each of the front anchorages.
5. A wheelchair space shall have a minimum of 1 wheelchair-passenger restraint anchorage attached to the interior wall of the school bus and a minimum of 2 wheelchair-passenger restraint anchorages located at the rear of the space.
6. Each wheelchair space shall have 1 wheelchair-passenger restraint.

**F. Dome light:** A dome light shall be placed in the interior ceiling of the school bus to illuminate the wheelchair lift area. The dome light shall be activated by a pressure switch located in the special-service entrance door or by a manually operated switch located in the interior of the school bus no more than 1 foot from the special-service entrance door. ~~These switches~~ This switch shall be used exclusively for the dome light.

**G. Aisles:** All aisles leading to an emergency door ~~used for emergency evacuation from any wheelchair space~~ shall be a minimum of 30 inches in width. The emergency door opening shall be a minimum of 30 inches in width.

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- H. Seating arrangements: All fixed seats in a special-needs school bus shall be forward facing.
- I. Emblem: A school bus used for transporting disabled passengers shall display a wheelchair emblem below the upper window on the emergency door or below the ~~center~~ window on the special-service entrance door ~~engine cover of a rear engine school bus, and on the portion of the school bus body that is in front of the centerline~~ and below the windshield on the side of the bus opposite the school bus driver. The emblem shall be made of blue, reflective material and be a minimum of 6 inches ~~in width and height~~ and a maximum of 12 inches in width and height and shall contain a reflective white wheelchair impression with a minimum of ~~1/8-inch in~~ reflective white border around the outer edges of the emblem.
- J. Types A and B school buses used ~~for transportation of~~ to transport disabled passengers shall comply with the specifications contained in this Section except:
  - 1. A ramp may be installed in place of a wheelchair lift;
  - 2. If a ramp is used, it shall be of a strength and rigidity to support a wheelchair, passenger, and individual attending the wheelchair passenger. The ramp shall be equipped with a barrier on each longitudinal side to prevent the wheelchair from leaving the ramp;
  - 3. The floor of the ramp shall be covered with nonskid material; and
  - 4. A ramp shall not be carried in the passenger compartment of a school bus.

**R17-9-106. Minimum Standards for School Bus Chassis**

As of ~~the effective date of these rules~~ February 16, 1996, the chassis of a school bus shall meet the requirements of this Section when the school bus is introduced into Arizona. The chassis of a school bus introduced into Arizona before ~~the effective~~ that date of ~~these rules~~ shall meet the requirements of this Section or those ~~set forth~~ at A.A.C. R17-4-609.

- 1. Air cleaner: An engine intake air cleaner shall be installed in the school bus that meets engine specifications defined by the school bus manufacturer.
- 2. Axles: The front and rear axles and suspension assemblies shall have a gross axle weight rating consistent with that stated by the chassis manufacturer on a notice located in the school bus driver's compartment.
- 3. Back-up alarm: If installed, an alarm that emits a warning sound when the school bus is backing shall conform to the following:
  - a. The alarm-signaling device shall be of electronic, solid state design and shall emit an audible sound of a minimum of 97 dB(A) measured at 4 ~~feet, zero degrees ft., 0°~~ access from the source of the sound.
  - b. The alarm-signaling device shall be wired into the backup light circuits and shall emit sound automatically when the gear shift lever is in "reverse" position.
  - c. The alarm-signaling device shall be attached to the school bus chassis or body behind the rear axle.
- 4. Brakes:
  - a. A school bus with a manufacturer-designed passenger capacity of 60 or less shall be equipped with a service-brake system that uses compressed air, vacuum assist, or hydraulic assist.
  - b. A school bus with a manufacturer-designed passenger capacity greater than 60 shall be equipped with a service brake system that uses compressed air.
  - c. In addition to the service-brake system, a school bus shall be equipped with a parking-brake system to keep the school bus from moving when parked.
  - d. The service brakes in a compressed-air system shall be adjusted using the following criteria:

<u>Diameter Area</u> of Rubber Seal	<u>Outside Diameter</u> of Air Chamber	<u>Maximum Distance for</u> Readjustment of Pushrod
6 <u>square sq.</u> inches	4 1/2 inches	1 1/4 inches
9 <u>square sq.</u> inches	5 1/4 inches	1 3/8 inches
12 <u>square sq.</u> inches	5 11/16 inches	1 3/8 inches
16 <u>square sq.</u> inches	6 3/8 inches	1 3/4 inches
20 <u>square sq.</u> inches	6 25/32 inches	1 3/4 inches
24 <u>square sq.</u> inches	7 7/32 inches	1 3/4 inches
30 <u>square sq.</u> inches	8 3/32 inches	2 inches
36 <u>square sq.</u> inches	9 inches	2 1/4 inches

- e. The service-brake system in a compressed-air system shall contain an emergency-brake system that will activate when the air loss in the service-brake system reaches 20 to 45 pounds per ~~square-inch sq. in.~~

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- f. A school bus using a compressed-air, vacuum-assist, or hydraulic-assist service-brake system shall be equipped with a signal located in the school bus driver's compartment that emits a continuous audible or visible warning to the school bus driver when:
    - i. The air pressure available in a compressed-air braking system is ~~60~~ 55 pounds per ~~square inch~~ sq. in. or less;
    - ii. The vacuum available for braking in a vacuum-assist system is 8 inches of mercury or less; or
    - iii. There is a loss of fluid flow from the main hydraulic pump or loss of electric source powering the back-up system in a hydraulic-assist system.
  - g. A school bus using a compressed-air or vacuum-assist service-brake system shall be equipped with 1 or 2 illuminated gauges located in the school bus driver's compartment that show the pounds per ~~square inch~~ sq. in. of compressed air or the inches of mercury vacuum available for the operation of the brake.
  - h. A vacuum-assist brake system shall have a vacuum storage reservoir used exclusively for the brakes to ensure that the loss in vacuum is not more than 30% when the brake pedal is completely depressed while the engine is not running.
  - i. A compressed-air or vacuum-assist brake system with a dry reservoir shall have a ~~one-way~~ 1-way valve that will prevent the loss of compressed air or vacuum between the dry reservoir and the source of vacuum or compressed air.
  - j. A brake system with a wet reservoir shall have a valve located at the bottom of the wet reservoir that operates automatically or can be operated remotely or manually to eject the moisture from the reservoir.
  - k. Compressed-air, vacuum-assist, or hydraulic-assist brake lines and booster-assist lines shall be installed in a manner that prevents heat, vibration, and chafing damage.
  - l. The brake systems of ~~Type~~ Types C and ~~Type~~ D school buses shall be installed so the chassis components can be visually inspected to detect brake lining wear without removal of any of the chassis components.
5. Front bumper: The front bumper shall be positioned at the forward-most part of the school bus and ~~shall~~ extend to the outer edges of the school bus.
  6. Clutch: The clutch torque capacity shall be equal to or greater than the engine torque output.
  7. Color: The chassis, including wheels and front bumper, shall be painted black. The hood and fenders shall be painted National School Bus Yellow as ~~set forth~~ described in A.A.C. R17-9-107(4).
  8. Cooling system: A school bus shall be equipped with a cooling system that maintains the engine temperature operating range required to prevent damage to the school bus engine.
  9. Drive shaft: Each section of the drive shaft to the rear driving axle shall be protected by a metal guard around its circumference to reduce the possibility of the drive shaft penetrating through the school bus floor or dropping to the ground.
  10. Electrical system:
    - a. Battery: The battery shall have a minimum cold-cranking capacity rating equal to the cranking current required by the engine for 30 seconds at 0° F. ~~or -17.8° C.~~ and a minimum reserve capacity rating of 120 minutes at 25 amperes.
    - b. Alternator:
      - i. A Type A school bus shall have an alternator with a minimum charging rate of 90 amperes per hour. If the school bus is equipped with a wheelchair lift, the alternator shall have a minimum charging rate of 100 amperes per hour.
      - ii. A Type B school bus shall have an alternator with a minimum charging rate of 100 amperes per hour.
      - iii. Types C and D school buses shall have an alternator with a minimum charging rate of 120 amperes per hour and a minimum charging rate of 30 amperes at engine idle speed.
      - iv. The alternator on a school bus shall contain a regulator to control the voltage to the battery.
    - c. Wiring:
      - i. All wiring shall conform to the current, recommended practices of the Society of Automotive Engineers Standard J1292, published October, 1981 (and no future amendments or editions), incorporated by reference and on file with the Department and the Office of the Secretary of State.
      - ii. All wiring shall use a standard color or number coding and each chassis shall contain a wiring diagram that details the wiring of the chassis.
      - iii. The chassis shall be equipped with a connection to provide electrical power to the school bus. The connection shall be located on the chassis cowl or on the engine compartment of a school bus designed without a chassis cowl. The connection shall contain terminals for the main 100 ampere body circuit, tail lamps, right-turn signal, left-turn signal, stop lamps, backup lamps, and instrument panel lights. The instrument panel lights shall have a rheostat control.
  11. Engine horsepower: The gross vehicle weight rating of ~~the~~ a school bus shall not exceed 185 pounds for each engine horsepower as published by the manufacturer on a notice located on the school bus engine.

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12. Exhaust system:
  - a. The exhaust pipe, muffler, and tailpipe shall be located under the school bus body and ~~shall be~~ attached to the chassis.
  - b. The tailpipe shall be constructed of a corrosion-resistant tubing material at least equal in strength and durability to 16-gauge steel tubing.
  - c. The exhaust system on a gasoline-powered chassis shall be insulated from the fuel tank and fuel tank connections by a shield at any point where the exhaust system is 12 inches or less from the fuel tank or fuel tank connections.
13. Frame:
  - a. ~~The~~ A school bus frame shall be of a design and strength capable of supporting the gross vehicle weight of the school bus.
  - b. A school bus frame shall not be altered for any purpose.
  - c. Holes in top or bottom flanges of frame rails are not permitted except as provided by the manufacturer. There shall be no welding to the frame rails except by the chassis or body manufacturer or the manufacturer's certified agent.
14. Front fenders of a Type C buses school bus: The outer edges of the front fenders shall be wider than the outer edges of the front tires when the front wheels are in the straight-ahead position.
15. Fuel system:
  - a. A school bus shall contain a fuel tank with a minimum 30-gallon capacity, with a minimum dispersion of 25 gallons of fuel to the engine. The fuel tank shall be vented to the outside of the school bus body so fuel spillage will not contact any part of the exhaust system.
  - b. ~~No~~ On a Type B, Type C, or Type D school bus, no portion of the fuel system that is located outside of the engine compartment, except the filler tube, shall extend above the top of the chassis frame.
  - c. A fuel filter with replaceable element shall be installed between the fuel tank and engine.
  - d. The fuel line that supplies fuel to the engine shall be located at the top of the fuel tank.
16. Horn: A school bus shall be equipped with at least 1 horn capable of producing a sound level between 82 and 102 dB(A) when tested according to the Society of Automotive Engineers Standard J377, published ~~February 1987~~ May 1998 (and no future amendments or editions), incorporated by reference and on file with the Department and the Office of the Secretary of State.
17. Instruments and instrument panel:
  - a. The chassis shall be equipped with the following instruments:
    - i. Speedometer,
    - ii. Odometer that will give accrued mileage including tenths of miles,
    - iii. Voltmeter or ammeter,
    - iv. Oil pressure gauge,
    - v. Water temperature gauge,
    - vi. Fuel gauge,
    - vii. Upper beam head lamp indicator,
    - viii. Brake system signal as required by A.A.C. R17-9-106(4)(f),
    - ix. Turn signal indicator, and
    - x. Air pressure or hydraulic gauge.
  - b. The instruments shall be mounted on the instrument panel in the school bus driver's compartment and ~~shall be~~ visible to the school bus driver while seated in the driver's seat.
  - c. The instrument panel shall be equipped with a rheostat switch that controls the illumination to the instrument panel and the gear shift selector indicator.
18. Oil filter: A replaceable element or cartridge-type oil filter shall be provided with a minimum capacity that meets or exceeds the capacity recommended by the manufacturer of the school bus engine.
19. Openings: All openings in the floorboard and in the fire wall between the chassis and passenger compartment shall be sealed.
20. Splash guards:
  - a. A school bus shall be equipped with rear fender splash guards ~~that shall be~~ constructed of flexible rubberized material.
  - b. The splash guards shall be wide enough to cover the tire tread width, ~~and shall be~~ installed close enough to the tire tread surface as to control side-throw of road surface material, ~~and shall~~ extend to within 8 inches of ground level.
21. Steering system:
  - a. Power steering is required on all school buses manufactured after January 1, 1984.
  - b. Bracing extending from the center of the steering wheel to the steering wheel ring shall not be cracked or missing.

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- c. The distance of movement of the steering wheel between 2 points of resistance shall not be greater than the following when measured with the engine running:
- | <u>Steering wheel diameter</u> | <u>Manual Power steering</u> | <u>Power Manual steering</u> |
|--------------------------------|------------------------------|------------------------------|
| 16 inches or less              | 2 inches                     | 4 1/2 inches                 |
| 18 inches                      | 2 1/4 inches                 | 4 3/4 inches                 |
| 20 inches                      | 2 1/2 inches                 | 5 1/4 inches                 |
| 22 inches                      | 2 3/4 inches                 | 5 3/4 inches                 |
- d. There shall be clearance of at least 2 inches between the steering wheel and any object in the driver's compartment.
- e. A non-adjustable steering column shall be fastened in a fixed position. An adjustable steering column shall be equipped with a locking mechanism.
- f. The steering gear housing shall not have loose or missing mounting bolts, ~~or~~ There shall not be cracks in the gear housing or its mounting brackets.
- g. The connecting arm on the steering gear power source shall not be loose.
- h. The steering wheel shall turn freely in both directions.
- i. The steering system shall ~~be provided with~~ have a means for lubrication of all wear-points.
22. Suspension:
- a. Shock absorbers:
- i. ~~The~~ A school bus shall be equipped with front and rear double-acting shock absorbers. Replacements to shock absorbers shall be made according to the specifications of the manufacturer's part number as stamped on the shock absorber.
- ii. If a school bus is manufactured with tandem rear axles, rear-shock absorbers are not required.
- b. Suspension springs:
- i. Rear springs, if used, shall be of progressive type ~~which~~ that adapt to variable weights.
- ii. Axles shall be mounted to suspension springs with U-bolts.
23. Tires and wheels:
- a. Tires and wheels shall have an accumulated load rating at least equal to the gross vehicle weight rating.
- b. Dual rear tires shall be provided on all school buses that have a gross vehicle weight rating of more than 10,000 pounds.
- c. Each tire on a particular axle shall be ~~of~~ the same size.
- d. All tires on a school bus shall be bias or all tires on a school bus shall be radial and shall not differ more than 1 size between front and rear axles.
- e. On a Type C or D school bus, a spare tire, if present, shall be in a carrier mounted outside the passenger compartment.
24. Transmission: The school bus transmission shall provide for not less than 3 forward and 1 reverse speeds.
25. Turning radius:
- a. A chassis with a ~~wheel base~~ wheelbase of 264 inches or less shall have a right and left turning radius of not more than 42 1/2 feet, as measured to the edge of the front tire at the outside of a circle as the school bus moves within the circle.
- b. A chassis with a wheelbase of more than 264 inches shall have a right and left turning radius of not more than 44 1/2 feet, as measured to the edge of the front tire at the outside of a circle as the school bus moves within the circle.
26. Weight:
- a. The gross vehicle weight of ~~the~~ a school bus shall not exceed the chassis manufacturer's gross vehicle weight rating for the chassis as recorded on a notice located in the school bus driver's compartment.
- b. ~~The~~ To calculate the gross vehicle weight ~~is the sum~~ of a school bus, add the chassis weight, the school bus body weight, the school bus driver's weight, and the total seated passenger weight.
- i. For the purpose of calculation, the school bus driver's weight is 150 pounds.
- ii. For the purpose of calculation, the passenger weight is 120 pounds per seated passenger.
- c. The weight distribution of a school bus on a level surface that is fully loaded according to the gross vehicle weight rating shall not exceed the front axle gross weight rating or rear axle gross weight rating as recorded on a notice located in the school bus driver's compartment.

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**R17-9-107. Minimum Standards for School Bus Body**

As of the effective date of these rules February 16, 1996, the body of a school bus shall meet the requirements of this Section when the school bus is introduced into Arizona. The body of a school bus introduced into Arizona before the effective that date of these rules shall meet the requirements of this Section or those set forth at A.A.C. R17-4-610.

1. Aisle:
  - a. The center aisle of a school bus shall have a clearance of not less than 12 inches at the bottom of the seat cushion, increasing to 15 inches at the top of the seat backs.
  - b. Aisles to side emergency doors shall have a minimum clearance of 12 inches which may be achieved by using flip-up type seats.
2. Auxiliary fans fan:
  - a. ~~Auxiliary fans~~ An auxiliary fan, if installed, shall be placed in ~~locations~~ a location that ~~do~~ does not obstruct the school bus driver's view of any mirror located on the school bus.
  - b. ~~Auxiliary fans~~ An auxiliary fan, if installed, shall be a maximum of 6 inches in diameter with the fan blades covered by a protective cage.
  - c. Each installed auxiliary fan shall be controlled by a switch that is independent of any other electrical system.
3. Battery:
  - a. ~~Batteries~~ A battery shall be secured to a slide-out or swing-out tray in a vented compartment in the school bus body, so the battery is accessible to the outside for servicing. ~~The battery-~~ If the battery compartment has a door that is not removable, the door shall be secured by a fastening device when the door is in an open or closed position. If the battery compartment has a removable cover, the cover shall be secured by a fastening device when the cover is in place.
  - b. ~~The battery compartment~~ The word "Battery" shall be ~~identified by~~ printed in unshaded black or yellow letters that are no less than 1 ~~inch~~ inch in, and no more than 2 inches in height ~~located~~ located on the ~~battery-compartment door or cover~~ battery-compartment door or cover.
  - c. Buses with a battery located under the engine hood are exempt from these provisions.
4. Color:
  - a. ~~The~~ A school bus body shall be painted National School Bus Yellow according to the following specifications and tolerances:

Description	Reflectance		Chromaticity	
	Y	X	Y	X
Centroid	41.5%	.5139	.4434	.4427
V+ Light Limit	42.9%	.5139	.4427	.4422
V- Dark Limit	39.8%	.5133	.4422	.4368
H+ Green Limit	41.6%	.5123	.4368	.4489
H- Red Limit	41.7%	.5168	.4489	.4457
C+ Vivid Limit	41.5%	.5188	.4457	.4405
C- Weak Limit	41.5%	.5095	.4405	
  - b. The bumpers, lamp hoods, lettering, and rub rails on ~~the~~ a school bus body shall be painted black.
5. Defrosters:
  - a. Defrosting and defogging equipment shall direct a flow of heated air onto the windshield, the window to the left of the driver, and the glass in the viewing area directly to the right of the driver to eliminate frost, fog, and snow.
  - b. The defrosting system shall conform to the Society of Automotive Engineers Standards J381, published ~~June 1984~~ April 1994 (and no future amendments or editions), and J382, published ~~October 1984~~ June 1994 (and no future amendments or editions), both incorporated by reference and on file with the Department and the Office of the Secretary of State.
  - c. ~~Auxiliary fans~~ An auxiliary fan shall not be used in place of a defrosting and defogging system.
  - d. ~~Portable heaters~~ A portable heater shall not be used in place of a defrosting or defogging system.
6. Electrical wiring:
  - a. All electrical wiring on a school bus shall conform to the standards contained in the Society of Automotive Engineers Standard J1292 published October 1981 (and no future amendments or editions) incorporated by reference and on file with the Department and the Office of the Secretary of State.
  - b. Electrical wiring that is coded by color shall be coded as follows:
    - i. Left Rear Directional Light      Yellow
    - ii. Right Rear Directional Light      Dark Green
    - iii. Stoplights      Red
    - iv. Back-up Lights      Blue
    - v. Taillights      Brown
    - vi. Ground      White
    - vii. Ignition Feed, Primary Feed      Black

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- c. Circuits: Electrical wiring circuits shall be protected by a fuse or circuit breaker and shall be coded by number or color on an electrical wiring diagram located in the driver's compartment or the electrical access panel door. There shall be at least 7 circuits as follows:
  - i. Head, tail, stop, and instrument panel lamps;
  - ii. Clearance and step-well lamps;
  - iii. Dome lamps;
  - iv. Ignition and emergency door signal;
  - v. Turn signal lamps;
  - vi. Alternately flashing signal lamps; and
  - vii. Heaters and defrosters.
- d. All electrical wires passing through metal openings shall be protected by a non-metal grommet.
- e. Electrical wires not enclosed within the school bus body shall be fastened at intervals of not more than 18 inches.
- 7. Emergency exits: A door, push-out window, or roof hatch used as an emergency exit shall conform to the following:
  - a. On the inside and outside of a school bus, the words "EMERGENCY EXIT" shall be printed in black, unshaded letters at least 2 inches high above an emergency door or push-out window and at least 1 ~~inch in~~ inch in, high on ~~the a~~ a roof hatch.
  - b. Each emergency exit shall open toward the exterior of the school bus and shall be labeled within 6 inches of the interior release mechanism with black lettering at least 3/8 of an ~~inch in~~ inch in, high instructing how the exit is to be opened.
  - c. On a Type A school bus with double rear doors used as emergency exits, the rear doors shall be secured with upper, center, and lower latches to the door frame.
  - d. The upper portion of each door used as an emergency exit shall be equipped with a window made of safety glass with an area not less than 400 ~~square sq~~ square sq, inches. A door located in the rear end of the school bus used as an emergency exit shall also contain a lower window panel of safety glass of not less than 350 square inches. A Type A school bus that contains double rear doors used as emergency exits is exempt from this provision.
  - e. There shall be no steps on the outside of the school bus leading to an emergency exit.
  - f. A header pad filled with a material to protect against injury shall be attached to the top edge of the frame of ~~the a~~ a door used as an emergency exit. The header pad shall be a minimum of 3 inches wide and 1 ~~inch in~~ inch in, thick and extend the full width of the door opening.
  - g. Each emergency exit shall be equipped with a latch that opens from the inside of the school bus and is connected to an electrical buzzer audible in the driver's compartment that actuates when the latch is being released.
  - h. If a lock is installed on an emergency exit, the lock shall be secured only by using a key and shall deactivate the ignition system of the school bus when locked.
- 8. Emergency equipment:
  - a. All emergency equipment shall be mounted in the driver's compartment or adjacent to either side of the service entrance and shall be readily accessible. If the emergency equipment is mounted within a closed compartment, the compartment shall be clearly labeled as containing the emergency equipment.
  - b. Fire extinguisher:
    - i. A school bus shall be equipped with a minimum of 1 pressurized, dry, chemical fire extinguisher of a type rated not less than 2A-10-BC by the Underwriter's Laboratories, Inc., as described by the National Fire Protection Association, ~~Publication 10 in NFPA 10: Standard for Portable Fire Extinguishers~~, published in ~~1990~~ 1998 (and no future amendments or editions), incorporated by reference and on file with the Department and the Office of the Secretary of State.
    - ii. A pressure gauge shall be mounted on the fire extinguisher to be readable in its mounted position.
    - iii. The operating mechanism of the fire extinguisher shall be sealed with a type of seal that will not interfere with the use of the fire extinguisher.
  - e. ~~First aid kit: A school bus shall be equipped with a removable first aid kit that has a weatherproofing seal around the lid to prevent moisture or dust from entering the first aid kit, is clearly labeled as a first aid kit, and contains the following:~~
    - i. ~~2~~ 2 1" x 2 1/2 yards adhesive tape rolls;
    - ii. ~~24~~ 24 Sterile gauze pads 3" x 3";
    - iii. ~~8~~ 8 2" bandage compresses;
    - iv. ~~10~~ 10 3" bandage compresses;
    - v. ~~2~~ 2 2" x 6" sterile gauze roller bandages;
    - vi. ~~4~~ 4 Sterile triangular bandages approximately 40" x 36" x 54" with 2 safety pins;
    - vii. ~~3~~ 3 Sterile gauze pads 36" x 36";
    - viii. ~~3~~ 3 Sterile eye pads;
    - ix. ~~1~~ 1 Rounded end scissors;
    - x. ~~1~~ 1 Pair latex gloves; and

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- xi. ~~1—Mouth-to-mouth airway.~~
  - d. ~~Body fluid clean-up kit: A school bus shall be equipped with a removable body fluid clean-up kit that is sealed, clearly labeled as a body fluid clean-up kit, and contains the following:~~
    - i. ~~1—Pouch of solidifier with chlorine;~~
    - ii. ~~1—Pick-up scoop with scraper;~~
    - iii. ~~1—Pair of latex gloves;~~
    - iv. ~~2—Disinfectant hand wipes (antimicrobial);~~
    - v. ~~2—Plastic disposal bags with ties (biohazard);~~
    - vi. ~~2—Germicidal towelettes effective against human immunodeficiency virus and tuberculosis;~~
    - vii. ~~2—Paper crepe towels; and~~
    - viii. ~~1—Easy-to-follow instructions.~~
  - ec. Warning devices: A school bus shall have a minimum of 3 reflective triangle road-warning devices that comply with the standards set forth at 49 CFR 571.125, published in October ~~1994~~ 1999 (and no future amendments or editions), incorporated by reference and on file with the Department and the Office of the Secretary of State.
9. Floor:
- a. The floor beneath the seats, including the tops of the wheel housings and the floor in the driver's compartment, shall be covered with fire-resistant ~~rubber~~ floor-covering material having a minimum overall thickness of ~~.125~~ .10 inches.
  - b. The aisle floor shall be covered with a fire-resistant ribbed ~~rubber or non-skid~~ floor-covering material with a minimum thickness of ~~.187~~ .10 inches ~~measured from the tops of the ribs.~~
  - c. The ~~rubber~~ floor-covering material shall be bonded to the floor with ~~an~~ a waterproof adhesive and shall not crack when subjected to changes in air temperature. ~~The adhesive material shall be waterproof.~~
10. Handrail: A handrail at a school bus service entrance shall be secured to the school bus wall in a manner that causes the crevice formed by the distance between the handrail and the wall to pass the inspection procedure described by the National Highway Traffic Safety Administration, School Bus Safety Assurance Program Recall Listing: January 1991 Through June 1996 (no later amendments or editions), incorporated by reference and on file with the Department and the Office of the Secretary of State.
- ~~4011.~~ Heating system:
- a. Heaters shall be of the hot-water type.
  - b. A minimum of 1 heater shall be a fresh-air or combination fresh-air and recirculating-air type.
  - c. If more than 1 heater is used, additional heaters may be of recirculating-air type.
  - d. The heating system shall be capable of maintaining a temperature throughout the bus of not less than 40° F. ~~or 5° C.~~
  - e. Each heater shall bear a name plate that shows the heater rating in accordance with School Bus Manufacturers Institute Standard No. 001, no publication date (and no future amendments or editions), incorporated by reference and on file with the Department and the Office of the Secretary of State. The name plate with the heater rating ~~shall constitute~~ constitutes certification that the heater performance is as shown on the plate.
  - f. All heater hoses shall be secured in all areas of the school bus body and chassis to prevent wear due to vibration. Heater lines in the interior of the bus shall be covered by a protective shield to prevent scalding of the driver or passengers.
  - g. Except on Type A school buses, the heater system shall include shutoff valves installed at the engine in the water pressure lines and return lines.
- ~~412.~~ Identification:
- a. Only signs, lettering, and objects approved by state law or these rules ~~and necessary for identification of the school bus~~ shall appear on the interior or exterior of a school bus, including all glass areas.
  - b. Each school bus owned by a school or a private company shall display either the name of the school and school number, if any, or the name of the private company on each exterior side of the school bus between the rub rails at the center line and seat cushion levels in black unshaded letters that are 5 inches in height. Additionally, a school bus owned by a private company that displays the name of the school and school number as described above, may display the company's name on each exterior side of the school bus below the floor line in black unshaded letters that are a maximum of 2 inches in height.
  - c. An identification number assigned to a school bus by an employer owner shall be placed on the front and rear bumpers of the school bus and on each exterior side of the school bus below the floor line rub rail and forward of the centerline of the school bus. The identification number on each bumper shall be painted National School Bus Yellow. The identification number on each exterior side shall be painted black. Each identification number shall be a minimum of 5 inches in height.
  - d. In addition to an identification number, a school bus may be identified by an emblem placed on the loading side of the front bumper or the exterior wall of the loading side below the floor line rub rail and forward of the center line of the school bus, or both. The emblem shall be painted or decaled on or attached to a magnetic backing.

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- ~~42~~13. Interior: If the ceiling is constructed with overlapping panels, the first panel placed in the ceiling shall be overlapped by the following panel and each panel shall consecutively overlap to the rear end of the school bus. Exposed edges in the interior of the school bus shall be beaded, hemmed, flanged, or rounded to eliminate sharp edges.
- ~~43~~14. Lamps and signals:
- a. All lamps on the exterior of ~~the a~~ school bus shall conform to the provisions contained in 49 CFR 393.9 et seq. of the Federal Motor Carrier Safety Regulations, published October ~~1994~~ 1999, (and no future amendments or editions), incorporated by reference and on file with the Department and the Office of the Secretary of State.
  - b. Interior lamps shall be provided that illuminate the center aisle and step well.
  - c. Alternately flashing signal lamps:
    - i. When a school bus is equipped with a 4-lamp system, the system shall consist of 2 red alternately flashing signal lamps located 1 on the left and 1 on the right above the rear windows of the school bus and 2 red alternately flashing signal lamps located 1 on the left and 1 on the right above the windshield.
    - ii. When a school bus is equipped with an 8-lamp system, the 4 red alternately flashing signal lamps shall be installed as described in subsection (~~43~~14)(c)(i) and the 4 amber alternately flashing signal lamps shall be installed as follows: 1 amber alternately flashing signal lamp shall be located adjacent to each red alternately flashing signal lamp, at the same level, but closer to the vertical centerline of the school bus. The system of red and amber alternately flashing signal lamps shall be wired so the amber alternately flashing signal lamps are activated manually and the red alternately flashing signal lamps are activated automatically or manually.
    - iii. The area around the lens of each alternately flashing signal lamp, and extending outward for 3 inches, shall be painted black.
    - iv. Each alternately flashing signal lamp shall be covered by a lamp hood.
  - d. Turn signal and stop lamps:
    - i. Except on Type A school buses, a school bus body shall be equipped with rear turn signal lamps that are at least 7 inches in diameter. The lens area of the rear turn signal lamps on Type A school buses shall be at least 21 ~~square sq~~ inches. The rear turn signal lamps shall be connected to the hazard warning switch located in the driver's compartment to allow the school bus driver to activate simultaneous flashing of turn signal lamps when needed as a traffic hazard warning. The rear turn signal lamps shall be located to the far left and right sides of the flat surface of the rear of the school bus body and below the rear window.
    - ii. A Type C school bus shall have a double-faced turn signal lamp that is visible from the front and rear of the school bus and mounted on the tops or sides of the front fenders and may have a turn signal lamp mounted on the left and right sides of the grill.
    - iii. A Type D school bus shall have a turn signal lamp mounted at the front of the school bus body above each head lamp and may have a turn signal lamp mounted on each side of the school bus body between the window line and second rub rails and forward of the vertical centerline of the school bus.
    - iv. A ~~7-inch~~ in diameter stop lamp shall be located toward the centerline and adjacent to each of the rear turn signal lamps.
  - e. Backup lamps: A school bus shall be equipped with 2 backup lamps with clear lenses, located 1 on the right and 1 on the left rear panels below the rear windows.
  - f. White flashing strobe lamp: If used on a school bus, a strobe lamp shall have a single clear lens that emits light 360 degrees around its vertical axis and shall be located on the longitudinal centerline of the school bus roof 1/3 to 1/2 of the distance forward from the rear of the school bus body unless this placement restricts the view of the strobe lamp.
    - i. If the view of the strobe lamp is restricted when the strobe lamp is located 1/3 to 1/2 of the distance forward from the rear of the school bus body, the strobe lamp may be mounted immediately to the rear of the roof hatch.
    - ii. The strobe lamp shall be controlled by a manual switch located in the driver's compartment.
    - iii. A pilot lamp shall be located in the driver's compartment to show the school bus driver that the strobe lamp ~~has been~~ is activated.
- ~~44~~15. Mirrors:
- a. Interior mirror: The interior mirror shall be made of either laminated glass or glass bonded to a backing that will retain the glass in the event of breakage. The interior mirror in Types B, C, and D school buses shall be a minimum of 6 inches in height and 30 inches in length surrounded by a frame with rounded corners. The interior mirror in Type A buses shall be a minimum of 6 inches in height and 16 inches in length.
  - b. Exterior mirrors: A school bus shall comply with the requirements contained in 49 CFR 571.111, as amended October ~~1994~~ 1999, (and no future amendments or editions), incorporated by reference and on file with the Department and the Office of the Secretary of State.
- ~~45~~16. Overall length: The overall length of a school bus shall not exceed 40 feet excluding mirrors.
- ~~46~~17. Overall width: The overall width of a school bus shall not exceed 102 inches excluding mirrors.
- ~~47~~18. Rear bumper:

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- a. The rear bumper shall be made of a minimum of 3/16 ~~inch in.~~ thick pressed steel that is a minimum of 8 inches in total height.
  - b. The rear bumper shall be wrapped around the back corners of the bus and shall extend toward the front of the school bus for at least 12 inches as measured from the rear-most point of the school bus body at the floor line.
  - c. The rear bumper shall be attached to the chassis frame and braced to support the rear corners of the bumper.
  - d. The rear bumper shall extend at least 1 ~~inch in.~~ beyond the rear-most part of the school bus body as measured at the floor line.
  - e. The rear bumper shall not be equipped with footholds or handles.
  - f. A Type A school bus equipped with the chassis manufacturer's rear bumper is exempt from subsections ~~(4718)~~(a) through ~~(4718)~~(c).
- ~~4819.~~ Restraining barrier:
- a. The restraining barrier shall be a minimum of 38 inches high as measured from the interior floor of the school bus to the top of the restraining barrier.
  - b. The restraining barrier shall be the same width as the seat directly behind the restraining barrier.
- ~~4920.~~ Rub rails:
- a. There shall be no less than 2 rub rails located on ~~the~~ a school bus as follows:
    - i. One rub rail shall be located on each side of the school bus approximately at seat cushion level and shall extend from the rear post of the service door frame completely around the school bus body, excluding the emergency door, to the front post of the school bus driver's window.
    - ii. One rub rail shall be located on each side of the school bus approximately at the floor line and shall extend from the rear post of the service door frame to the rear corner post of the school bus body and from the front post of the school bus driver's window to the rear corner post on the driver's side
  - b. Rub rails are not required on emergency doors, special-service entrance door, access panels and compartment doors, and wheel well openings.
  - c. Each rub rail shall be attached on the outside of the school bus body at each structural post in the school bus body.
  - d. Each rub rail shall be a minimum of 4 inches in width and ~~shall be~~ constructed of corrugated or ribbed 16-gauge steel.
- ~~2021.~~ Seat belt for school bus driver: A seat belt for the school bus driver shall be installed in the driver's compartment. The seat belt shall be equipped with a retractor on each side of the school bus driver's seat to keep the seat belt retracted and off the floor when not in use.
- ~~2422.~~ Seats:
- a. Each seat shall have a minimum depth of 15 inches measured from the front of the seat cushion to the seat back.
  - b. Each seat shall be a minimum of 38 inches in height ~~as~~ measured from the interior floor of the school bus to the top of the back ~~seat~~ cushion.
  - c. The distance between seats for the legs of passengers shall be 9" to 14" ~~as~~ measured from the center back at seat cushion level of the first seat to the center front of the seat cushion of the seat immediately behind the first seat.
  - d. The school bus driver's seat shall be adjustable, without the use of tools, both vertically and horizontally for a minimum of 4 inches. Seats with vertical adjustments are not required on Types A and B school buses.
- ~~2223.~~ Service door:
- a. The service door shall be located on the right side of the school bus opposite the school bus driver and within direct view of the school bus driver when seated in the school bus driver's seat. Types A and B school buses are exempt from this provision.
  - b. The service door shall have a minimum horizontal opening of 24 inches and a minimum vertical opening of 68 inches. Type A school buses shall have a service door with a minimum opening of 1200 ~~square sq.~~ inches.
  - c. Windows in the upper and lower panels of the service door shall be made of safety glass. The bottom of each lower window panel shall be no more than 10 inches from the top surface of the lower step of the service entrance. The top of each upper window panel shall be no more than 6 inches below the top of the service door. Type A buses are exempt from this provision.
  - d. To protect passengers' fingers, a flexible rubber material shall be attached by number 10 3/4 ~~inch in.~~ metal screws to the opening and closing edges of the service door. Type A school buses are exempt from this provision.
  - e. ~~A door shall not be placed on the school bus driver's side of the school bus. Types A and B buses are exempt from this provision.~~
  - e. The service door shall open towards the exterior of the school bus. A Type A-II school bus is exempt from this provision if the service door is provided by the school bus chassis manufacturer.
  - f. A header pad, filled with a material to protect against injury, shall be attached to the top edge of the frame of the service door. The header pad shall be at least 3 inches wide and 1 ~~inch in.~~ thick and extend the full width of the ~~service door opening~~ entrance.

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~~23~~24. Steps:

- a. The risers of the steps in the service ~~door~~ entrance shall be equal. When plywood is laid over the steel floor of the school bus, the height of the top step may be increased by the thickness of the plywood.
- b. The first step at the service ~~door~~ entrance shall be no less than 10 inches and no more than 16 inches from the ground.
- c. Steps shall be enclosed in the school bus body.
- d. Steps shall not extend beyond the side of the school bus body.
- e. A ~~grab handle~~ handrail not less than 10 inches in length shall be provided inside the doorway.
- f. A Type A school bus with the chassis manufacturer's standard service entrance ~~door~~ is exempt from subsections (~~23~~24)(a) through (24)(d).

~~24~~25. Step treads:

- a. All steps, including the floor-line platform area, shall be covered with 3/16 inch ribbed ~~rubber~~ or non-skid floor-covering material that is mounted on a metal plate.
- b. The metal back of the step tread shall be a minimum 24-gauge cold rolled steel and shall be permanently bonded to the ribbed rubber or non-skid material. ~~The ribbed design shall run from the risers toward the service entrance door opening.~~
- c. ~~The 3/16 inch ribbed~~ If ribbed material is used, the ribbed design shall run from the risers toward the service entrance. Each step tread shall have a 1 1/2 ~~inch~~ in. white nosing.

~~25~~26. Stirrup steps: There shall be a handle and at least 1 folding stirrup step or recessed foothold located on each side of the front of ~~the a~~ a school bus for accessibility for cleaning the windshield and lamps. Type A school buses are exempt from this provision.

~~26~~27. Stop signal arm:

- a. A stop signal arm that extends ~~90 degrees~~ 90° from the school bus body when opened shall be installed on the left side of the school bus body.
- b. The stop signal arm shall be an 18-~~inch~~ in. octagon, constructed of a red material that reflects light, with the word "STOP" ~~printed~~ either printed in white letters not less than 5 inches high or illuminated by a light-emitting diode system.

~~27~~28. Sun shield: An interior adjustable transparent sun shield or visor not less than 6" x 30" with a finished edge shall be installed over the windshield in the driver's compartment. School buses with a gross vehicle weight rating of 10,000 pounds or less are exempt from this provision.

~~28~~29. Tailpipe: If a rear exhaust is installed, the tailpipe shall extend to, but not more than 2 inches beyond, the outer edge of the rear bumper. If a side exhaust is installed, the tailpipe shall terminate flush with the outside edge of the school bus body in the rear half of the school bus.

~~29~~30. Undercoating:

- a. The entire underside of the school bus body, including floor sections, cross members, and side panels, shall be coated according to the specifications contained in Federal Specification TT-C-520B, published February 2, 1973 (and no future amendments or editions), incorporated by reference and on file with the Department and the Office of the Secretary of State.
- b. Undercoating is not required on the underside of a fiberglass ~~fenders~~ fender.

~~30~~31. Ventilation: An immovable, non-closing exhaust ventilator shall be installed in the school bus roof.

~~31~~32. Wheel housing:

- a. The wheel-housing opening shall be large enough to allow for the removal of the tire and wheel.
- b. The wheel housing shall be constructed of 16-gauge steel or fiberglass of equal strength and sealed to the school bus floor.
- c. The wheel housing shall not extend more than 12 inches above the floor inside the school bus body and shall not extend into the emergency door opening.
- d. The wheel housing shall provide clearance for tire chains installed on the tires of the driving wheels.

~~32~~33. Windows: Each side window in the passenger compartment of ~~the a~~ a school bus body shall provide an unobstructed opening of at least 190 ~~square sq.~~ square sq. inches when the window is open.

~~33~~34. Windshield: The windshield shall have a tinted horizontal gradient band starting above the line of driver's vision and gradually decreasing in light transmission to 20 ~~percent~~ % or less at the top of the windshield. Type D school buses are exempt from this provision.

~~34~~35. Windshield washers: A windshield washer system that provides an application of cleaning solution to the windshield shall be installed.

~~35~~36. Windshield wipers:

- a. A windshield wiping system with a minimum of 2 speeds shall be provided.
- b. The windshield wipers shall be operated by 1 or more air or electric motors.

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**R17-9-108. Inspection, Maintenance, and Alterations**

- A. A school bus shall be inspected by the Department before the school bus is introduced into Arizona to transport passengers:
1. After inspecting a school bus, the Department shall place a decal that contains a number used by the Department to identify the school bus above the school bus driver's side window in the driver's compartment. This decal shall not be removed from the school bus while it is operated in Arizona except by the Department. Before the school bus is transferred or retired from service, the school bus owner shall contact the Department to have this decal removed.
  2. If the Department finds that no defect exists or that a minor but no major defect exists on the school bus, the Department shall place a safety inspection decal, ~~which that~~ contains the month and year of inspection, on the ~~lower corner right side of the centerline of the windshield opposite the school bus driver's side of the school bus or on the window nearest that location on the school bus in a position that does not interfere with the school bus driver's line of vision.~~
  3. If the Department finds a major defect on the school bus, the Department shall place the school bus out of service. Before the school bus may be placed back into service, the Department shall reinspect the school bus to determine that the major defect has been corrected. If the major defect has been corrected, the Department shall place a safety inspection decal on the school bus in accordance with subsection (A)(2).
  4. If the Department finds a minor defect on a school bus, the school bus may be operated to transport passengers while the minor defect is being corrected. A copy of the inspection order issued by the Department shall be returned to the Department within 15 working days from the date of inspection and shall show that the minor defect has been corrected unless, in accordance with the provisions of subsection (A)(5), the ~~employer has obtained~~ school bus owner obtains an extension of time to correct the minor defect.
  5. Upon receipt of a written request from the ~~employer~~ school bus owner, the Department shall grant ~~one~~ 1 or more extensions of time to correct a minor defect if:
    - a. The ~~employer~~ school bus owner submits to the Department written documentation that the:
      - i. ~~Employer's~~ School bus owner's action or inaction did not cause or contribute to the delay in completing the repair;
      - ii. ~~Employer~~ School bus owner has secured a written estimated expedited delivery or completion date from the provider of the materials or services required to complete the repair; and
      - iii. ~~Employer~~ School bus owner made reasonable attempts to secure the materials or services, or materials or services of equivalent quality, at a substantially similar price from alternate sources; and
    - b. The Department determines that an extension of time to correct the minor defect will not increase the probability of an accident involving the school bus or passengers or the risk of injury to the school bus driver or passengers.
  6. Each extension of time shall be for 60 ~~calendar~~ days or less. The Department shall determine the length of each extension of time after giving consideration to the information provided ~~pursuant to~~ under subsection (A)(5)(a). When the minor defect ~~has been~~ is corrected, the ~~employer~~ school bus owner shall return to the Department a copy of the inspection order issued by the Department.
  7. If a minor defect on a school bus is not corrected within 15 working days or at the end of an extension period, if applicable, the Department shall remove the safety inspection decal and the school bus shall be placed out of service until further inspection by the Department shows that the minor defect ~~has been~~ is corrected.
- B. The Department shall use the following criteria to determine whether a major or minor defect is present on a school bus introduced into Arizona on or after ~~the effective date of these rules~~ February 16, 1996. For a school bus introduced into Arizona before ~~the effective that~~ the effective date of these rules, the Department shall determine whether the school bus is in an unsafe condition by using the following criteria or those ~~set forth~~ at A.A.C. R17-4-612(F)(3). ~~The A~~ A defect that causes a school bus introduced into Arizona before ~~the effective date of these rules~~ February 16, 1996 to be in an unsafe condition shall be deemed a major defect as defined in this Article.

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INSPECTION ITEM	MAJOR DEFECT	MINOR DEFECT
Auxiliary fan, if installed	<p>Obstructs school bus driver's view of any mirror</p> <p>Used in place of defrosting or defogging system</p> <p>Not covered by protective cage</p>	<p>Incorrect size</p> <p>Not controlled by independent switch</p>
Battery (Types C and D buses only)	Not mounted according to the manufacturer's instructions	Incorrect or no identification
Body fluid clean-up kit	<p>Absence of body fluid clean-up kit</p> <p>Three or more items missing from body fluid clean-up kit</p>	One or 2 items missing from body fluid clean-up kit
Brakes, service, compressed air	<p>Inoperative <u>or missing</u> visual or audible low air signal</p> <p>Grease or oil leakage into brake system</p> <p>Exposed or damaged ply on any air hose</p> <p>Air capacity less than 90 pounds per square inch at idle speed</p> <p>Leaking, cracked, or broken hose or connection</p> <p>Audible air leak</p> <p>Pushrod needs adjustment</p> <p><u>Low-air warning system does not activate at 55 psi and remain activated at less than 55 psi</u></p>	
Brakes, vacuum-assisted	<p>Vacuum gauge missing</p> <p>Inoperative <u>or missing</u> visual or audible low vacuum signal</p> <p>Vacuum reservoir missing</p> <p>Vacuum system leak</p> <p>Grease or oil leakage into brake system</p> <p>Leaking, cracked, or broken hose or connection</p>	
Brakes, hydraulic-assisted	Inoperative <u>or missing</u> visual or audible signal	

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Brakes, emergency-brake system	Does not activate when service brake system reaches 20 to 45 pounds per square inch sq. in.	
Bumpers	Break or rip Loose bumper Foothold or handle present on rear bumper	Not painted black
Cooling system		Leak in system Fluid level in radiator not full
Defroster	Inoperative Ventilation opening blocked	
Drive shaft	Absence of protective metal guard around the drive shaft to the rear driving axle	
Dust boots	Missing, torn, split, or loose around floor-mounted gear shift, parking brake handle, or steering column.	
Emergency reflectors	Missing more than 1	Missing 1
Emergency door	Inoperative latch Broken or missing portion of seal around door Window not of safety glass Inoperative warning device <del>No</del> Lock is not the ignition shut-off <del>lock</del> type	No header pad
Emergency exit	Inoperative warning device or latch Broken seal around window	
Engine compartment	Inoperative hood latch	Deterioration of hose, belt, or wiring Deterioration of battery hold-down clamp, corrosive acid buildup on terminal

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Exhaust	Tailpipe terminates beneath the passenger compartment  Exhaust leak	Exhaust tailpipe extends more than 2 inches beyond the outer edge of the rear bumper or fails to terminate flush with the outside edge of the school bus body in the rear half of the school bus  Exhaust pipe bracket not attached to the chassis and the tailpipe  End of tailpipe pinched or bent
Exterior paint		Exposed metal or base primer  Incorrect color
Fire extinguisher	Absence of fire extinguisher  Not at full charge	Not mounted in required position
First-aid kit	Absence of first-aid kit  Three or more items missing from first-aid kit	One or 2 items missing from first-aid kit
Frame	Crack in frame  Welded repair not performed by body or chassis manufacturer or manufacturer's certified agent	
Fuel system	Fuel tank not mounted to the chassis frame or not vented to outside of engine compartment  Fuel system extends above chassis frame (does not apply to filler tube)  Fuel tank bracket cracked or broken  Leaking tank or fuel line  Fuel line attached to bottom of fuel tank	
<u>Handrail</u>	<u>Handrail does not pass the inspection procedure described at R17-9-107(10)</u>	
Heating system	Heater line in interior of school bus not covered by protective shield  No shutoff valve	Unsecured heater hose

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<u>Horn</u> (Air or electrical)	<u>Inoperative</u>	
Instrument panel	Missing or inoperative ignition power-deactivation switch if the ignition does not use a key.	Inoperative gauge or switch
Interior, aisles	Incorrect clearance	
Interior, Seats	Broken, cracked, or loose seat frame	Seat padding missing
	Screw or mounting bolt missing	Cut or hole in seat
Interior, floor covering	Hole	Not ribbed <u>or non-skid material</u>
		Incorrect thickness
Lamps, clearance		Inoperative
		Incorrect color
		Cracked, broken, or missing lens
		Dust behind lens
Lamps, head	Low beam inoperative	High beam inoperative
	Not mounted as required by 49 CFR 393.24	Inoperative dimmer switch on a bus not operated when head lamps are required
		<u>Cracked, broken, or missing lens</u>
Lamps, back-up		Inoperative
		Incorrect color
		Cracked, broken, or missing lens
		Dust behind lens
Lamps, interior		Inoperative
Over aisle		<del>Missing</del> <u>Cracked, broken, or missing lens</u>
Over step-well	Inoperative	<del>Missing</del> <u>Cracked, broken, or missing lens</u>
Lamps, turn signal	Inoperative	Cracked, broken, or missing lens
		Dust behind lens
		Incorrect size
		Incorrect location

Lamps, strobe, if installed		Inoperative <u>Cracked, broken, or missing lens</u> Incorrect color Incorrect location
Lamps, identification		Inoperative Incorrect color Cracked, broken, or missing lens Dust behind lens
Lamps, hazard	Inoperative	
Lamps, stop	Both inoperative	One inoperative Cracked, broken, or missing lens Dust behind lens
Lamps, tail	Both inoperative	One inoperative Cracked, broken, or missing lens Dust behind lens
Lamps, side marker		Inoperative Incorrect color Cracked, broken, or missing lens Dust behind lens
Lamps, alternately flashing	One or more inoperative lamps	Incorrect color <u>Lamp hood missing</u> Cracked, broken, or missing lens Dust behind lens
Lettering and numbering		Missing any lettering or numbering Incorrect size, color, or location Unauthorized sign, letter, or object
Mirrors, cross-view	Missing Broken or loose mounting Broken or clouded glass	

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Mirrors	<p>Interior or exterior mirror missing</p> <p>Loose or broken mounting bracket</p> <p>Crack, break, or flaking of reflective material affixed to back of mirror glass</p> <p>Crack or break of mirror glass</p> <p>Loose or missing mounting bracket bolt or screw</p>	Incorrect size
Miscellaneous	<p>Object not secured inside the school bus</p> <p>Any item noted by the Department that could cause injury or present a danger to a passenger or school bus driver</p>	Any item noted by the Department that needs to be repaired because it could interfere with the safe operation of the school bus but that is not a major defect
Parking brake	Inoperative, missing part, or not in proper adjustment	
Rub rails	Missing more than 1	<p>Missing 1</p> <p>Incorrect location</p> <p>Incorrect color</p> <p>Incorrect width</p>
School bus body	<p>Damage resulting in cut or rip to the exterior of school bus body</p> <p>Hole that would allow exhaust gases or dust to enter the passenger compartment</p>	<p>Absence of undercoating</p> <p>Loose or missing rivet, screw, or bolt</p>
Seat belt	<p>Bolt attaching body to chassis loose, broken, or missing</p> <p>Absence of driver seat belt or inoperative driver seat- belt buckle or retraction system</p>	Frayed seat belt material

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<p>Service door</p>	<p>Incomplete closing of door assembly</p> <p>Does not contain safeguards to prevent accidental opening</p> <p>Window not made of safety glass</p> <p>Broken or cracked window panel</p> <p>Inoperative door control</p>	<p>Absence of flexible material on outer edge of service door</p> <p>Absence of header pad</p>
<p>Special needs</p>	<p>Incorrect location or size of special-service entrance</p> <p>Incorrect size of special-service entrance door</p> <p>Inoperative pressure switch</p> <p>No safety device in wheelchair lift</p> <p>No restraining barrier on wheelchair-lift platform</p> <p>Fails to provide wheelchair-securement anchorage</p> <p>Fails to provide wheelchair-securement device</p> <p>Dome light missing or inoperative</p> <p><u>Wheelchair lift inoperable</u></p>	<p>Drip molding not installed above the special-service entrance</p> <p>Special-service entrance door not weather-sealed</p> <p>Incorrect color of door material or panel</p> <p>Lacks wheelchair emblem</p> <p><u>Seat belt cutter missing</u></p>
<p>Splash guards</p>		<p>Bottom edge of guard is more than 8 inches above the ground</p> <p>Does not cover entire width of single or dual tire</p> <p>Missing splash guard</p>

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Steering	<p>Distance of movement not within parameters of R17-9-106(21)(c)</p> <p>Steering wheel does not move freely when turning the wheel</p> <p>Steering column not in a fixed position or locking mechanism missing or inoperative on adjustable steering column</p> <p>Steering column mounting bracket cracked or missing</p> <p>Loose or missing mounting bolt in steering gear housing</p> <p>Loose connecting arm on steering gear power source</p>	<p>Leakage of lubricant</p> <p>Power-steering belt cracked, frayed, or slipping</p> <p>Fluid does not fill power steering reservoir to the full level on the dipstick</p>
Steps	Loose or missing grab handle in step-well	<p>Incorrect distance between steps</p> <p>Incorrect floor covering</p>
Stop signal arm	<p>Inoperative</p> <p>Missing stop arm</p>	<p>Incorrect lettering on stop arm</p> <p>Incorrect size of stop arm</p>
Sun shield	<u>Broken, cracked, or missing above the windshield</u>	<p><del>Broken, cracked, or missing above the windshield</del></p> <p><u>Not transparent</u></p>
Suspension	<p><u>Broken or damaged, or missing suspension part</u></p> <p><u>U-bolt loose, broken, cracked, or missing</u></p>	<p>Leaking shock absorber</p> <p>Crack or break in shock absorber mounting bracket</p>

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<p>Tires</p>	<p>Tires on same axle not of the same size</p> <p>Combination of bias and radial tires</p> <p>Tires vary more than 1 size between axles</p> <p>Regrooved, recapped, or retreaded tire mounted on a front wheel</p> <p>Tread groove depth less than 4/32 of an inch, measured in a tread groove on a tire on a front wheel</p> <p><u>Tire is mounted or inflated so it comes in contact with any part of the school bus or other tire</u></p> <p>Tread groove depth less than 2/32 of an inch, measured in a tread groove on a tire on a rear wheel</p> <p>Bump, knot, or bulge present on any tire</p> <p><u>Sidewall is cut, worn, or damaged to the extent that ply cord is exposed</u></p> <p>Separation of tread from tire casing</p> <p>Exposed ply or belting on any tire</p> <p><u>Flat tire or audible leak from a tire on any wheel</u></p>	
<p>Wheel housing</p>	<p>Incorrect size of wheel housing or opening</p>	
<p>Wheels</p>	<p>Loose or missing lug nut</p> <p>Broken <del>lug</del> stud bolt</p> <p>Crack or welded repair in wheel assembly</p>	
<p>Windshield</p>	<p>Placement of non-transparent material</p> <p>Crack, chip, or pitting that interferes with the school bus driver's vision</p>	<p>No gradient windshield band (Not required on Type D buses)</p>

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Windows	Not of safety glass  Cracked or broken  Placement of non-transparent material	Inoperative latch
Windshield wipers	Inoperative wiper on school bus driver's side	Inoperative wiper on side opposite the school bus driver  Inoperative speed control  Split or hardened wiper blade
Wiring	Incorrect color or number coding  Wiring circuit not protected by fuse or circuit breaker	

C. A school bus shall be inspected every 12 months from the month and year stated on the safety inspection decal pursuant ~~according~~ to a schedule established by the Department and ~~according to~~ the standards contained in subsections (A) and (B) and this subsection.

1. If the Department finds a major defect, the Department shall remove the current safety inspection decal and replace with a new safety inspection decal only after the major defect ~~has been~~ is repaired.
2. If the Department finds a minor defect, the Department shall remove the current safety inspection decal and replace with a new safety inspection decal and allow the ~~employer~~ school bus owner to make repairs in accordance with the provisions ~~set forth~~ at A.A.C. R17-9-108 (A)(4) through ~~R17-9-108(A)(7)~~.

D. A school bus driver shall conduct the following operations checks of a school bus:

1. Before a school bus is operated for the first time each day, ~~the school bus driver operating the school bus shall~~ conduct a pre-trip operations check of the school bus to determine that the following are operational and are not damaged:
  - a. All lamps, including alternately flashing, back-up, clearance, hazard, head, identification, interior, side marker, stop, tail, turn signal, and strobe lamps, if any, and reflectors;
  - b. Tires, wheels, and wheel fasteners;
  - c. Service door;
  - d. Steps and step wells;
  - e. Emergency exits and signals;
  - f. Emergency doors and signals;
  - g. Wheelchair lift and wheelchair lift dome lamp;
  - h. Wheelchair-securement devices;
  - i. Wheelchair-securement anchorages;
  - j. Special-service entrance door;
  - k. Special-service entrance door signal;
  - l. Windows;
  - m. Windshield;
  - n. Windshield wipers;
  - o. Instrument panel and gauges;
  - p. Service brakes;
  - q. Service brake warning devices;
  - r. Parking brake;
  - s. Bumpers;
  - t. Seats and seat frames;
  - u. Floor coverings;
  - v. School bus body;
  - w. Engine fluid levels;
  - x. Engine compartment steering components; and
  - y. Engine fluid gauges.

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2. Each time a pre-trip operations check of a school bus is conducted, ~~the school bus driver shall~~ check all emergency equipment to determine that the emergency equipment complies with the standards ~~set forth in~~ at A.A.C. R17-9-107(8) and R17-9-110.
  3. Each time a school bus is operated subsequent to the first time the school bus is operated each day, ~~the school bus driver operating the school bus shall~~ conduct a walk-around operations check to determine whether there is an obvious engine fluid leak and the following are operational and are not damaged:
    - a. All lamps listed in subsection (D)(1)(a);
    - b. Tires, wheels, and wheel fasteners;
    - c. Bumpers;
    - d. School bus body;
    - e. Windows; and
    - f. Windshield; and
    - ~~g. Engine fluid leaks.~~
  4. After a school bus makes its final trip on each day or before the school bus makes its first trip on each day, ~~the school bus driver shall~~ sweep and clean the interior of the school bus.
  5. After completing each operations check, the school bus driver shall complete the portions of a written monthly operations check report that provide the following information ~~for the operations check:~~
    - a. Date and time of the operations check,
    - b. Name of the school bus driver conducting the operations check,
    - c. Name of the employer,
    - d. Number assigned to the school bus by the ~~employer~~ school bus owner and painted on the outside of the school bus body, and
    - e. Indication of whether an item is operational, inoperative, or damaged.
  6. A school bus driver who performs an operations check and finds any item listed in subsections (D)(1) through (D)(3) is inoperative or damaged shall immediately complete and submit a written repair order to the ~~employer~~ school bus owner through the employer.
    - a. The ~~employer~~ school bus owner shall use the standards contained in subsection (B) to determine whether an item reported by the ~~school bus driver~~ on a repair order as inoperative or damaged is a major or minor defect.
    - b. If the ~~employer~~ school bus owner finds that a major defect exists, the ~~employer~~ school bus owner shall place the school bus out of service until the major defect is repaired.
    - c. If the ~~employer~~ school bus owner finds that a minor defect exists, the school bus may be used to transport passengers, but the ~~employer~~ school bus owner shall repair the defect in accordance with the provisions ~~set forth~~ at A.A.C. R17-9-108(A)(4) through ~~R17-9-108(A)(7)~~. Time in which to make the minor repair shall be calculated from the date of the written repair order.
  7. After a school bus makes its final trip on the last day the school bus is driven in a particular month the school bus driver operating the school bus shall submit the written monthly operations check report to the ~~employer~~ school bus owner through the employer.
- E. In addition to the operations checks described in subsection (D), ~~an employer~~ a school bus owner shall systematically inspect, repair, and maintain, or cause to be systematically inspected, repaired, and maintained, all parts of a school bus chassis and body described in Sections R17-9-106 and R17-9-107 and any other parts and accessories that may effect safe operation of the school bus. The school bus owner shall ensure that the maintenance of a school bus and repair of major defects is done by:
1. An ASE-certified technician.
  2. An individual working under the supervision of an ASE-certified technician.
  3. An individual with at least 1 year of participation in a school bus manufacturer-sponsored or commercial maintenance training program, or
  4. An individual with at least 1 year of experience as a school bus mechanic.
- F. Records
1. ~~An employer~~ A school bus owner shall maintain the following records in a separate file for each school bus for as long as the school bus is in operation in Arizona:
    - a. Number assigned to the school bus by the ~~employer~~ school bus owner;
    - b. Name of the school bus body manufacturer;
    - c. Name of the school bus chassis manufacturer;
    - d. Identification number of the school bus located in the driver's compartment;
    - e. Year the school bus body was assembled upon the school bus chassis; and
    - f. Size of the tires placed on the school bus; and
    - ~~g. Name of the owner of the school bus, if other than the employer.~~

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2. ~~An employer~~ A school bus owner shall maintain all records of initial inspection, subsequent inspections, and repairs and maintenance procedures performed on the school bus for 3 years from the date of inspection, repair, or maintenance.
3. If a school bus is sold, the school bus owner shall transfer the records required by subsections (F)(1) and (F)(2) to the purchaser.
4. ~~An employer~~ A school bus owner shall maintain monthly operations check reports for 3 years from the date of the report.
5. A school bus owner shall maintain evidence of the qualifications of the individual described in subsection (E) for 1 year after the individual ceases performing school bus repair and maintenance for the school bus owner.

**G. Alterations**

1. Before ~~an employer~~ a school bus owner alters a school bus, the ~~employer~~ school bus owner shall submit a request in writing to the Department describing the proposed alteration and the reason for the proposal.
2. Within 60 days of receiving a request for alteration, the Department shall inform the ~~employer~~ school bus owner in writing whether the request has been approved or denied. The Department shall base its decision to approve or deny on an assessment of whether the proposed alteration affects the operations of a school bus, complies with the statutes and rules applicable to school buses, or affects the health, safety, or welfare of any individual.

**R17-9-110. First-aid Equipment**

No later than 180 days after the effective date of these rules, a school bus in Arizona shall meet the requirements of this Section.

1. First-aid equipment shall be mounted in a school bus in accordance with R17-9-107(8)(a).
2. First-aid kit: A school bus shall be equipped with a removable first-aid kit that has a weatherproofing seal around the lid to prevent moisture or dust from entering the first-aid kit, is clearly labeled as a first-aid kit, and contains the following:
  - a. 2 - 1" x 2 1/2 yards adhesive tape rolls.
  - b. 24 - Sterile gauze pads 3" x 3".
  - c. 8 - 2" bandage compresses.
  - d. 10 - 3" bandage compresses.
  - e. 2 - 2" x 6' sterile gauze roller bandages.
  - f. 4 - Triangular bandages approximately 40" x 36" x 54" with 2 safety pins.
  - g. 3 - Sterile gauze pads 24" x 24".
  - h. 3 - Sterile eye pads.
  - i. 1 - Rounded-end scissors.
  - j. 1 - Pair of latex gloves, and
  - k. 1 - Mouth-to-mouth airway.
3. Body fluid or bloodborne-pathogen clean-up kit: A school bus shall be equipped with a removable body fluid or bloodborne-pathogen clean-up kit that is sealed, clearly labeled as a body fluid or bloodborne-pathogen clean-up kit, and contains the following:
  - a. 1 - Pouch of solidifier with chlorine.
  - b. 1 - Pick-up scoop with scraper.
  - c. 1 - Pair of latex gloves.
  - d. 2 - Disinfectant hand wipes (antimicrobial).
  - e. 2 - Plastic disposal bags with ties (biohazard).
  - f. 2 - Germicidal towelettes effective against human immunodeficiency virus and tuberculosis.
  - g. 2 - Paper crepe towels, and
  - h. 1 - Easy to follow instructions.

**R17-9-111. Rehearing or Review of Decision**

- A.** The Department shall provide for a rehearing and review of its decisions under A.R.S. Title 41, Chapter 6, Article 10 and the rules established by the Office of Administrative Hearings.
- B.** A party may amend a motion for rehearing or review at any time before the Department rules on the motion.
- C.** The Department may grant a rehearing or review for any of the following reasons materially affecting a party's rights:
  1. Irregularity in the proceedings of the Department or any order or abuse of discretion that deprived the moving party of a fair hearing;
  2. Misconduct of the Department, its staff, an administrative law judge, or the prevailing party;
  3. Accident or surprise that could not have been prevented by ordinary prudence;
  4. Newly discovered material evidence that could not, with reasonable diligence, have been discovered and produced at the hearing;
  5. Excessive penalty;

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6. Error in the admission or rejection of evidence or other errors of law occurring at the hearing or during the progress of the proceedings;
  7. That the Department's decision is a result of passion or prejudice; or
  8. That the findings of fact or decision is not justified by the evidence or is contrary to law.
- D.** The Department may affirm or modify a decision or grant a rehearing to all or any of the parties on all or part of the issues for any of the reasons in subsection (C). An order modifying a decision or granting a rehearing shall specify with particularity the grounds for the order.
- E.** When a motion for rehearing or review is based upon affidavits, they shall be served with the motion. An opposing party may, within 15 days after service, serve opposing affidavits. The Department may extend this period for a maximum of 20 days, for good cause as described in subsection (H).
- F.** Not later than 15 days after the date of a decision, after giving parties notice and an opportunity to be heard, the Department may grant a rehearing or review on its own initiative for any reason for which it might have granted relief on motion of a party. The Department may grant a motion for rehearing or review, timely served, for a reason not stated in the motion.
- G.** If a rehearing is granted, the Department shall hold the rehearing within 60 days after the date on the order granting the rehearing.
- H.** The Department may extend all time limits listed in this Section upon a showing of good cause. A party demonstrates good cause by showing that the grounds for the party's motion or other action could not have been known in time, using reasonable diligence, and:
1. A ruling on the motion will further administrative convenience, expedition, or economy; or
  2. A ruling on the motion will avoid undue prejudice to any party.



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<p style="text-align: center;">Health Care Professional's Certificate I certify that I have examined</p> <p style="text-align: center;">_____</p> <p style="text-align: center;">Applicant or School Bus Driver's name (Print)</p> <p>In accordance with the duties and generally accepted standards of a health care professional, I find the examinee: (Check as appropriate)</p> <ul style="list-style-type: none"> <li>• Qualified</li> <li>• Qualified only when wearing corrective lenses</li> <li>• Qualified only when wearing a hearing aid</li> </ul> <p>A completed examination form of this applicant/school bus driver is on file in my office at</p> <p style="text-align: center;">_____</p> <p style="text-align: center;">Address</p> <p style="text-align: center;">_____</p> <p style="text-align: center;">Name and title of examining health care professional (print)</p> <p style="text-align: center;">_____</p> <p style="text-align: center;">Signature of examining health care professional</p> <p style="text-align: center;">_____</p> <p style="text-align: center;">Signature of applicant or school bus driver</p>	<p>The following will be completed only when the visual test is conducted by a licensed ophthalmologist or optometrist.</p> <p>I have examined the vision of the applicant/driver and ___ concur ___ do not concur that the applicant/driver must wear corrective lenses when driving.</p> <p style="text-align: center;">_____</p> <p style="text-align: center;">Date of Examination</p> <p style="text-align: center;">_____</p> <p style="text-align: center;">Name of Ophthalmologist or Optometrist (Print)</p> <p style="text-align: center;">_____</p> <p style="text-align: center;">Address of Ophthalmologist or Optometrist</p> <p style="text-align: center;">_____</p> <p style="text-align: center;">Signature of Ophthalmologist or Optometrist</p> <p style="text-align: center;">INSTRUCTIONS ON REVERSE SIDE</p> <p style="text-align: right;">DPS 802-04093 REV. 4/95</p>
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**INSTRUCTION FOR PERFORMING AND RECORDING PHYSICAL EXAMINATIONS**

The examining health care professional shall review these instructions before performing the physical examination and provide the required information.

The examining health care professional should be aware of the rigorous physical demands and mental and emotional responsibilities placed on a school bus driver. In the interest of public safety, the examining health care professional is required to certify that the examinee does not have any physical, mental, or organic condition of such a nature as to affect the ability to operate a school bus safely.

**General Information.** The purpose of this history and physical examination is to detect the presence of physical, mental or organic conditions of such a character and extent as to affect the examinee's ability to operate a school bus safely. The examination should be made carefully and at least as completely as indicated on the physical examination form. History of certain conditions may be cause for rejection or indicate the need to make certain laboratory tests or a further, and more stringent, examination. Conditions may be recorded which do not, because of their character or degree, indicate the certification of physical fitness should be denied. However, these conditions should be discussed with the examinee, and the examinee should be advised to take the necessary steps to ensure correction, particularly of those conditions which, if neglected, might lead to a condition likely to affect the ability to drive safely.

**HISTORY - IDENTIFY WHETHER AN EXAMINEE:**

- (1) Has loss of a foot, a leg, a hand, or an arm, which is likely to interfere with the ability to control and operate a school bus safely.
- (2) Has impairment of:
  - (i) A hand or finger that interferes with prehension or power grasping; or
  - (ii) An arm, foot, or leg that interferes with the ability to perform normal tasks associated with controlling and operating a school bus; or any other significant limb condition or limitation that interferes with the ability to perform normal tasks associated with controlling and operating a school bus;
- (3) Has an established medical history or clinical diagnosis of diabetes mellitus, currently requiring insulin for control, likely to interfere with the ability to control and operate a school bus safely;
- (4) Has a current clinical diagnosis of myocardial infarction, angina pectoris, coronary insufficiency, thrombosis, or any other cardiovascular condition of a variety known to be accompanied by syncope, dyspnea, collapse, or congestive cardiac failure;
- (5) Has an established medical history or clinical diagnosis of a respiratory condition likely to interfere with the ability to control and operate a school bus safely;
- (6) Has a current clinical diagnosis of high blood pressure likely to interfere with the ability to control and operate a school bus safely;
- (7) Has an established medical history or clinical diagnosis of rheumatic, arthritic, orthopedic, muscular, neuromuscular, or vascular condition likely to interfere with the ability to control and operate a school bus safely;
- (8) Has an established medical history or clinical diagnosis of epilepsy or any other condition that is likely to cause loss of consciousness or any loss of ability to control and operate a school bus safely; and
- (9) Has a mental, nervous, organic or functional condition or psychiatric condition likely to interfere with the ability to control and operate a school bus safely.

**General appearance and development.** Note marked overweight. Note posture conditions, limps, tremors, or other conditions that might be caused by alcoholism, thyroid intoxication, or other illnesses.

**Head-eyes.** When other than the Snellen chart is used, the results of such test must be expressed in values comparable to the standard Snellen test. If the examinee wears corrective lenses, these should be worn while the examinee's visual acuity is being tested. In recording distance vision, use 20 feet as normal. Report all vision as a fraction with 20 as the numerator and the smallest type read at 20 feet as denominator. Note Ptosis, discharge, visual fields, ocular muscle imbalance, color blindness, corneal scar, exophthalmos, or strabismus, uncorrected by corrective lenses.

Distant visual acuity must be at least 20/40 (Snellen) in each eye without corrective lenses or visual acuity separately corrected to 20/40 (Snellen) or better with corrective lenses; distant binocular acuity must be at least 20/40 (Snellen) in both eyes with or without corrective lenses; field of vision must be at least 70° in the horizontal meridian in each eye; and examinee must have the ability to recognize the colors of traffic signals and devices showing standard red, green, and amber.

If examinee habitually wears contact lenses, or intends to do so while driving, there should be sufficient evidence to indicate that the examinee has good tolerance and is well adapted to their use. The use of contact lenses should be noted on the record.

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**Ears.** Note evidence of mastoid or middle ear disease, discharge, symptoms of aura vertigo, or Meniere's Syndrome. When recording hearing, record distance from examinee at which a forced whispered voice can first be heard. If audiometer is used to test hearing, record decibel loss at 500 Hz, 1,000 Hz, and 2,000 Hz.

A forced whispered voice must first be perceived in the better ear at not less than 5 feet with or without the use of a hearing aid or, if tested by use of an audiometric device, average hearing loss in the better ear must not be greater than 40 decibels at 500 Hz, 1,000 Hz and 2,000 Hz with or without a hearing aid when the audiometric device is calibrated to American National Standard (formerly ASA Standard) Z24.5n (1951).

**Throat.** Note evidence of disease, irremediable deformities of the throat likely to interfere with eating or breathing, or any laryngeal condition likely to interfere with the ability to control and operate a school bus safely.

**Thorax-heart.** Stethoscopic examination is required. Note murmurs and arrhythmias, and any past or present history of cardiovascular disease, or a variety known to be accompanied by syncope, dyspnea, collapse, enlarged heart, or congestive heart failure. Electrocardiogram is required when the examining health care professional, in the exercise of professional judgment, determines one is needed.

**Blood pressure.** Record with either spring or mercury column type of sphygmomanometer. If the blood pressure is consistently above 16-/90 mm. Hg., further tests may be necessary to determine whether the examinee is qualified to operate a school bus.

**Lungs.** If any lung disease is detected, state whether active or arrested; if arrested, state how long it has been quiescent.

**Abdomen.** Note wounds, injuries, scars, or weakness of muscles of abdominal walls that interfere with normal function. Note any hernia present. State how long and if adequately contained by truss.

**Abnormal masses.** If present, note location, if tender, and whether examinee knows how long they have been present. If the diagnosis suggests that the condition is likely to interfere with the ability to control and operate a school bus safely, conduct more stringent tests.

**Tenderness.** When noted, state where most pronounced, and suspected cause. If the diagnosis suggests that the condition is likely to interfere with the ability to control and operate a school bus safely, conduct more stringent tests.

**Gastrointestinal system.** Note any diseases of the gastrointestinal system.

**Genito-urinary.** Urinalysis is required. Acute infections of the genito-urinary tract (as defined by local and state public health laws), indications from urinalysis of uncontrolled diabetes, symptomatic albumin-urea or other findings indicative of health conditions likely to interfere with the ability to control and operate a school bus safely, will disqualify an examinee from operating a school bus.

**Neurological.** If positive Romberg is reported, indicate degrees of impairment. Pupillary reflexes should be reported for both light and accommodation. Knee jerks are to be reported absent only when not obtainable upon reinforcement and as increased when foot is actually lifted from the floor following a light blow on the patella, sensory, vibratory and positional abnormalities should be noted.

**Extremities.** Carefully examine upper and lower extremities. Record the loss or impairment of leg, foot, toe, arm, hand, or finger. Note any and all deformities, the presence of atrophy, semi-paralysis or paralysis or varicose veins. If a hand or finger deformity exists, determine whether sufficient grasp is present to enable the examinee to secure and maintain a grip on the steering wheel. If a leg, foot, or toe deformity exists, determine whether mobility and strength exist to enable the examinee to operate pedals properly. Particular attention should be given to and a record should be made of, any impairment or structural condition that is likely to interfere with the examinee's ability to control and operate a school bus safely.

**Spine.** Note deformities, limitation of motion, or any history of pain, injury, or disease, past or presently experienced in the cervical or lumbar spine region. If findings so dictate, radiologic and other examinations should be used to diagnose congenital or acquired conditions; or spondylolisthesis or scoliosis.

**Recto-genital studies.** Diseases or conditions causing discomfort should be evaluated carefully to determine the extent to which the condition might be handicapping while lifting, pulling, or during periods of prolonged driving that might be necessary as part of the school bus driver's duties.

**Laboratory and other special findings.** Urinalysis is required, as well as other tests that the examining health care professional, through the exercise of professional judgment, determines are necessary. A serological test is required if the examinee has a history of luetic infection or present physical findings indicate the possibility of latent syphilis. Other studies may be ordered by the examining health care professional.

**Diabetes.** If the examinee has diabetes mellitus that is currently controlled by insulin, a hypoglycemic drug, or diet and that does not interfere with the ability to control and operate a school bus safely, the examinee shall be advised to obtain adequate medical supervision.

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**Exhibit B A. Proof of Completion of Behind-the-wheel Training and Driving Test**

**ARIZONA DEPARTMENT OF PUBLIC SAFETY**

**PROOF OF COMPLETION OF BEHIND-THE-WHEEL TRAINING AND  
DRIVING TEST**

A.R.S. § 28-414.01(B)(2) requires an applicant to “complete . . . behind the wheel training,” before being certified as a school bus driver.

The behind-the-wheel instructor shall complete this form to show that the applicant has completed a minimum of 20 hours of behind-the-wheel training as required by A.A.C. R17-9-102(E)(6).

Applicant’s Name \_\_\_\_\_ Date of Completion of Training \_\_\_\_\_

Employer/School Dist. \_\_\_\_\_ Employer No./Dist. No. \_\_\_\_\_

**Hours of training on each type of school bus:**

Type A \_\_\_\_\_

Type B \_\_\_\_\_

Type C \_\_\_\_\_

Type D \_\_\_\_\_

Special Needs (Type A, B, C, or D) \_\_\_\_\_

**ROAD TEST**

After completing a minimum of 20 hours of behind-the-wheel training, an applicant shall demonstrate the ability to operate a school bus and transport passengers safely by passing an operations test. The behind-the-wheel instructor shall accompany the applicant and rate the applicant’s performance.

**INSTRUCTION**

This test shall be conducted on streets or highways. Simulated stops (passenger loading and unloading and railroad grade crossings) shall be in areas where traffic will not be disrupted.

**DRIVING TEST SCORE SHEET**

**A behind-the-wheel instructor shall place an X on a dot if the applicant demonstrates competence in the following areas:**

**PRE-TRIP OPERATIONS CHECK**

Checks all items listed in R17-9-108(D)(1) and (2) •

Fastens seat belt before moving the school bus •

**GEAR SELECTION & CLUTCH**

Selects proper gear •

Coordinates use of clutch & accelerator •

Performs downshifting/double-clutching procedures •

Is able to start motion of school bus on a grade •

**BRAKES**

Applies brakes smoothly •

Observes air pressure, vacuum, or hydraulic gauge •

**MIRRORS**

Checks for proper adjustment of outside and inside mirrors •

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**STOPS FOR RAILROADS**

- Stops within 50 ft., but not less than 15 ft., of nearest rail •
- Turns off radio and other sources of noise within 50 ft. of nearest rail
- Activates hazard lamps ~~a minimum of~~ no more than 100 ft. from railroad crossing•
- Stops, opens service door and driver's side window, looks and listens for trains in accordance with R17-9-104(B)•
- Closes service door before moving across the railroad tracts•
- Crosses railroad crossing without changing gears in the school bus•

**DRIVING TECHNIQUES**

- Uses turn signals when changing lanes •
- Uses turn signals when making turns •
- Uses proper lanes when turning •
- Activates turn signal no less than 100 ft. before turn •
- Maintains distance between school bus and other vehicles appropriate for speed and traffic and weather conditions•
- Drives at speed that is legal and appropriate for conditions •
- Follows all rules when driving through a school zone •

**PASSENGER LOADING/UNLOADING**

- Uses Properly uses 4 or 8-light system •
- Extends stop arm when ~~stopping~~ stopped •
- Positions school bus in compliance with ~~standards in~~ R17-9-104(B) when loading and unloading passengers•

**BACKING**

- Complies with R17-9-104(B)(13) and (14) •
- Uses assistance when backing adjacent to a school •
- Sounds horn if there is no alarm that works automatically with backup lamps•
- Observes backing procedure in all situations •

**PARKING**

- Uses proper parking procedures •
- Uses parking brake system properly •
- Uses proper gear placement when parking •

**The following require that an applicant be rejected:**

1. A chargeable accident during ~~training~~ testing.
2. Instructor having to take controls of school bus because of unsafe driving performance.
3. ~~Violations~~ Violation of A.R.S. Title 28 or this Chapter that could cause an accident or injury to passengers.

Based on the driving test given, I conclude that \_\_\_\_\_  
Applicant's Name

is • is not • qualified to operate a school bus and transport passengers safely.

\_\_\_\_\_  
Behind-the-Wheel ~~wheel~~ Instructor Signature

\_\_\_\_\_  
Cert. No.

\_\_\_\_\_  
Date



**D. Consumers**

One mortgage lending industry commentator predicts several materially positive effects for consumers. The cost savings available to licensees from the use of leased employees may allow some licensees to remain in business who would otherwise have to close their doors. The consumer public benefits from the continuity of a mortgage lender that has begun a transaction remaining in business to close the loan.

The same cost savings, by permitting a larger number of licensees to remain in business, also foster more vigorous price competition. That effect benefits consumers to the extent it lowers the price of services.

Finally, the cost savings allow more mortgage lenders to do business through employees directly with consumers, presenting an alternative to low overhead on-line lenders. Existing mortgage lending companies assert the electronic lenders render less service to the consuming public than traditional business forms.

**E. Private and Public Employment**

There is no measurable effect on private and public employment.

**F. State Revenues**

This rulemaking will not change state revenues.

**9. The name and address of agency personnel with whom persons may communicate regarding the accuracy of the economic, small business, and consumer impact statement:**

Name: John P. Hudock  
Address: 2910 North 44th Street, Suite 310  
Phoenix, Arizona 85018  
Telephone: (602) 255-4421, Ext. 167  
Fax: (602) 381-1225  
E-Mail: jhudock@azbanking.com

**10. The time, place, and nature of the proceedings for the making, amendment, or repeal of the rule or, if no proceeding is scheduled, where, when, and how persons may request an oral proceeding on the proposed rule:**

No oral proceedings are scheduled. The Department will schedule an oral proceeding on the proposed rule if it receives a written request for a proceeding within 30 days after the publication date of this notice, pursuant to the provisions of A.R.S. § 41-1023(C). Send requests to the Department personnel listed in questions 4 and 9 of this preamble. The Department invites and will accept written comments on the proposed rule or the preliminary economic, small business, and consumer impact statement. Submit comments during regular business hours, at the address listed in question 9 of this preamble, until the close of the record for this proposed rulemaking. The record will close on the 31st day following publication of this notice, unless the Department schedules an oral proceeding.

**11. Any other matters prescribed by statute that are applicable to the specific agency or to any specific rule or class of rules:**

Not Applicable

**12. Incorporations by reference and their location in the rules:**

None

**13. The full text of the rules follows:**

**TITLE 20. COMMERCE, BANKING AND INSURANCE**

**CHAPTER 4. BANKING DEPARTMENT**

**ARTICLE 1. GENERAL**

Section  
R20-4-102. Definitions

**ARTICLE 1. GENERAL**

**R20-4-102. Definitions.**

1. No Change.
2. No Change.
3. No Change.
4. No Change.
5. No Change.
6. No Change.
7. No Change.
8. No Change.
9. No Change.
10. No Change.
11. No Change.
12. "Employee" means a natural person who has an employment relationship acknowledged by both that person and the licensee, and:
  - a. The person is entitled to payment, or is paid, by the licensee;
  - b. The licensee withholds and remits, or is liable for withholding and remitting, payroll deductions for all applicable routine federal and state payroll taxes including Federal Unemployment Tax, and Federal Insurance Contributions Act;
  - c. The licensee has the right to hire and fire the employee and ~~to hire and fire~~ the employee's assistants;
  - d. The licensee directs the methods and procedures for performing the employee's job;
  - e. The licensee supervises the employee's business conduct and the employee's compliance with applicable laws ~~law~~ and rules; and
  - f. The duty to pay, the duty to remit withholding and other taxes, the right to hire and fire, the right to direct methods and procedures, and the right to supervise the employee belong to the licensee regardless of whether another person also shares those rights and duties.
13. No Change.
14. No Change.
15. No Change.
16. No Change.
17. No Change.
18. No Change.
19. No Change.
20. No Change.
21. No Change.
22. No Change.
23. No Change.