CODE OF CONDUCT FOR ALL RIDERS ON TRANSACTION ASSOCIATES SHUTTLE SERVICES

TransAction Associates supports a workplace that is conducive to personal safety and security, and is free from intimidation, threats, or violent acts.

The following Code of Conduct is expected to be followed by the public when dealing with employees of TransAction Associates including Dispatchers and Drivers:

- Callers to the TransAction Associates Call Center, and users of any of the TransAction services, will exhibit common courtesy and respect for employees and facilities.

- Program participants not acting in a courteous and respectful manner will not be permitted access to TransAction Associates.

- Violence and lewd or offensive behavior will not be tolerated. Dispatchers will terminate calls if the caller is exhibiting any of these behaviors.

- Drivers will ask riders on any of the services who are exhibiting violent, lewd, or offensive behavior to exit the vehicle at the nearest safe stopping place.

- Disturbances, disruptions, smoking, or being under the influence of drugs or alcohol will also result in passengers on any of the services being asked to exit the vehicle at the nearest safe stopping place.

- If any passenger refuses to exit the vehicle when asked, the driver will immediately contact the police for assistance and the vehicle will remain parked until the police arrive.

- Bring only what you can carry yourself.

- All participants must be independent and cooperative, and know where they are going and why.

Adopted January 1, 2017