



**Metropolitan Transportation Authority**  
 NYCT Department of Buses  
 MTA Bus Company  
 Long Island Bus

### Post Supervisor's Daily Report

Routes: \_\_\_\_\_

Report of: \_\_\_\_\_ Pass No. \_\_\_\_\_

Location: \_\_\_\_\_

Date: \_\_\_\_\_ Total Time: \_\_\_\_\_

#### Post of Duty

From \_\_\_\_\_ To \_\_\_\_\_ Location \_\_\_\_\_

Time	RIDING	SERVICE	ON OR BEHIND TIME	WEATHER CONDITIONS
12AM-2AM				
3AM-6AM				
6AM-7AM				
7AM-8AM				
8AM-9PM				
9AM-10AM				
10AM-11AM				
11AM-NOON				
12PM-1PM				
1PM-2PM				
2PM-3PM				
3PM-4PM				
4PM-5PM				
5PM-6PM				
6PM-7PM				
7PM-8PM				
8PM-9PM				
9PM-10PM				
10PM-11PM				
11PM-12AM				

#### REMARKS

\_\_\_\_\_  
 \_\_\_\_\_

Delays relating to disabled buses and accidents: Give time Bus Command Centre was notified

RUN	BUS	TIME	DIR.	DELAY	LOCATION	CAUSE	REMARKS

Report exact location of defective or dangerous roadway, sidewalk, bridges projecting over curb line, overhanging tree branches, low wires, projecting canopies, excavations, heavy traffic areas, and time lost.

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**A** lways lways      **B** e e      **C** areful ourteous

EXTRA HEADWAYS: Report all headways of 3 minutes or more in excess of schedule, if the schedule is 2 minutes or greater.

**DETOURS AND TURNBACKS**

RUN	BUS	TIME	DIR.	HEADWAY		LOCATION	CAUSE	HOW COVERED	RUN	BUS	TIME	DIR.	DESTINATION	NO. OF PASSENGERS	LOCATION	CAUSE
				TOTAL	TOTAL											

**SHORT SIGNS**


\_\_\_\_\_ Manager in charge