



TRANSPORTATION COMMITTEE

To God be the glory and great things He has done. By the grace of God, the church has been able to acquire a 21-seater van in addition to the existing 15-seater van. Due to our growth and the number of trips/travels we make in a year it was necessary that we had another van to supplement the old one to ease the pressure and accommodate the number of people who use the van at a particular time. Indeed, this had been achieved and we thank everyone for the support.

TRANSPORTATION TO AND FROM THE CHURCH

We know that it is a rising concern with regards to transportation to and from the church. The Committee is fleshing out a plan to meet this commuting need of church members and the details will be made known once completed. In the interim, the committee is working to accomplish the following:

1. We encourage all members who need transportation to and from the church to continue taking mass transportation until the committee comes with their plans.
2. Will acquire BRONX BUS MAPS from New York city transit [NYCT] and make it available to members. Additionally, the bus map will be posted at the premises of the church [615 Reiss Place].
3. Other User-friendly direction to and from the church have been made available to members.
4. Suggestions are always welcome on how we can make transportation better for members.

DRIVERS FOR THE VANS

1. Recruitment of drivers for the Vans is handled by the committee.
2. Interested drivers and volunteers will be interviewed by the committee to make sure they qualify for the job.
3. All qualifying drivers will then be referred to the staff/ pastor staff relationship committee(S/PPR).
4. The committee will then come up with the driver's job description for S/PPR to work with.

DRIVERS REQUIREMENTS

1. The driver must be 21 years of age and above.
2. The driver must have a commercial driver's license [CDL] and they must also obtain a passenger endorsement.
3. Drivers must be able to read and write.

4. Drivers must go through medicals which should be undertaken by their own doctor and a copy of which will be presented to the Committee.

JOB DESCRIPTION

1. The driver will work variable shifts.
2. The driver should be able to operate various types of vans to transport church members.
3. The driver will drive the various organizations in the church on short and long trips.
4. Driver will work without direct supervision and are fully responsible for the safety and satisfaction of the members.
5. The driver will work different trips to church activities, field trips, etc.
6. The driver may also be required to keep records of their commute times in the log book and report mechanical issues.
7. The driver is responsible for cleaning the interior and exterior of the vans.
8. The driver must perform pre-trip and post-trip.

ORGANIZATION BOOKING FOR VANS

1. The Transportation committee will expect every organization who intends to use the van to book in advance of at least 2 weeks before their intended trip.
2. Booking of the van will require a fill-out of the Transportation Request/Reservation Form by the Head/Leader of the requesting organization.
3. The name and number to call for bookings is: **MR. JOSEPH BOATENG**.
4. Each organization will be responsible for the cleaning of the inside of the van after returning from trips.
5. Upon return from a trip, the requesting organizations must ensure that the level of gas (fuel) is at where it was when the vehicle was released for their use. However, a reimbursement will be given when a receipt is presented.
6. Booking of the van will be on a first come first serve basis.
7. Any organization booking for the van will be responsible to ensure that Mr. Joseph Boateng is updated with the number of persons embarking on the trip.
8. Any organization with their own separate accounts (managed by the organization) will be solely responsible for any trip expenses – which is gas and driver's payment after every trip.
9. For organizations whose accounts are managed by the church, the latter will bear responsibility for the gas and driver fee.

MAINTENANCE / SERVICE

1. The committee will require every driver to conduct a pre-trip and post-trip inspection and also document any concern in the log book. There will be one in each van.
2. All safety concerns should be addressed or reported to **MR. SAMUEL BOYE DOE and Mr. JOSEPH BOATENG**
3. **MR. SAMUEL BOYE-DOE** has been selected by the committee to be the church mechanic and adviser in terms of maintaining the church vehicles.

ACCIDENTS

1. Any accidents which will occur to our drivers on their personal vehicles and the church vehicle should be reported to **MR. KUSI-GYABAAH (Head of Committee)**
2. All driver's suspensions and revocations of license should also be reported to the above name.
3. Any accident which is not reported within a week of happening to the above name will cause the suspension of the driver.
4. The duration of the suspension will be determined by the pastor staff relationship committee.

EMERGENCIES

1. Tire problem
2. Engine problem
3. Oil leak
4. Driver should report immediately any of the above issue on the vans to **MR. SAMUEL BOYE-DOE**
5. Any health emergency should contact **MRS. MERCY ASIBUOH SARPONG**
6. Any other emergency call should be directed to **MR. JOSEPH BOATENG**

USER FRIENDLY DIRECTION TO CHURCH - 615 REISS PLACE BRONX, NY

These are the names of the buses and trains you can travel to the new church place.

1. FROM GRAND CONCOURSE ON BOTH SOUTHBOUND AND NORTHBOUND DIRECTIONS

Take buses numbers BX 1, BX 2 and D Train to FORDHAM ROAD / GRAND CONCOURSE and transfer to BX 12, SBS BX 12, BX22. WESTCHESTER BUSES numbers 60, 61, 62 to Pelham Parkway and walk to the church.

2. FROM CO-OP CITY

Take buses number BX12, SBS BX 12 Direct to Pelham Parkway and walk to the church. Also you can take buses BX 28, BX 30, BX 38, to Gun Hill Road / White Plains Road to BX 39, to Pelham Parkway and walk to the church.

3. FROM 241 STREET / MT. VERNON

Take BX 39, TRAIN # 2 direct to Pelham Parkway and walk to the church.

4. FROM PARKCHESTER

Take buses BX 22, BX 39, direct to Pelham Parkway and walk to the church. Also take BX 40, BX 42 to East Tremont Avenue / Boston Road and transfer to train # 2 to Pelham Parkway and walk to the church.

5. FROM YONKERS

Take Westchester buses # 4, 20, to Bedford Park Blvd. and transfer to BX 22 to Pelham Parkway and BX 26 to Allenton Avenue and walk to the church.

6. FROM WOODLAWN

Take BX 34 to Fordham Road / Valentine Avenue and transfer to BX 12, BX 22, SBS 12, to Pelham Parkway and walk to the church.

7. FROM MANHATTAN

Take Trains # 4, B, D, to Fordham Road and transfer to BX12, BX 22, SBS 12, Westchester Buses 60, 61, 62, and walk to the church.

10. WESTCHESTER COUNTY / CONNECTICUT

Take Metro North to Bronx Botanical Gardens transfer to BX 26, to Bronx Park Avenue / Allenton Avenue and walk to the church or the Metro North to Fordham and transfer to buses BX 12, SBS 12, BX 22, Westchester buses 60, 61, 62,

11. FROM NEW JERSEY / WASHINGTON HEIGHT

Take BX 3 from 179th Street after George Washington Bridge to University Avenue / Fordham Road and transfer to BX 12, SBS 12, to Pelham Parkway and walk to the church or Take BX 7 from 179th Street to Broadway / 207th Street and transfer to SBS 12 to Pelham Parkway and walk to the church.

12. FROM RIVERDALE

Take buses BX 7, BX 20, M100, to 207th Street / Broadway and transfer to SBS 12 to Pelham Parkway and walk to the church or Take BX 1, from Riverdale to Grand Concourse / Fordham Road and transfer to BX 12, SBS 12 BX 22, and Westchester buses 60, 61, 62 to Pelham Parkway and walk to the church.

13. ANYWHERE

Finally, regardless where you are coming from if you can get any of these BUSES AND TRAINS BX 1, BX 2, BX 3, BX9, BX 15, BX 17, BX 28, BX 32, BX 34, BX 41, SBS 41 and TRAINS # 4, B, C, D and METRO NORTH to FORDHAM ROAD. Take BX 12, SBS 12, BX 22, and Westchester Buses 60, 61, 62 to Pelham Parkway and walk to the church.

COMPOSITION AND TENURE:

1. The committee is made up of 7 members
2. Members of the Transport Committee can serve for unlimited terms
3. The position of chairperson for the committee is voted at every Church Conference
4. The Chairperson can serve in the position for a maximum of 3 years.

TRANSPORT COMMITTEE (YEAR 2016-2017)

1. Felix Kusi-Gyabaa (*Chairperson*)
2. George Akyeampong (*Secretary*)
3. Joseph Boateng (*Trustee Chairperson*)
4. Samuel Boye-Doe (*Mechanic*)
5. Edward Kwesi Bedford (*Member*)
6. Dr. Alfred Amponsem (*Lay Leader*)
7. Benjamin Abankwa (*Church Council Chairperson*)