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August 1, 2008

RE: Revised Passenger Regulations

Dear Class C Taxi and Charter Carriers:

On October 23, 2007, the Public Service Commission of South Carolina filed revised Motor Carrier regulations with the South Carolina Legislative Council. The General Assembly recently approved these regulations which went into effect on May 23, 2008. We have attached some of the revised regulations which will affect your operation. Please review these regulations and take the necessary steps to ensure compliance with these and all other regulations. Also attached with this letter is a Taxicab Manifest to be used as an example that meets the requirements in the revised regulations and a copy of ORS's vehicle inspection checklist which will be used by ORS inspectors.

A complete copy of the revised Motor Carrier Regulations can be viewed and downloaded from The Office of Regulatory website at [www.regulatorystaff.sc.gov](http://www.regulatorystaff.sc.gov). Any questions or comments should be directed to the Transportation Department at (803) 737-0800.

Sincerely,

L. George Parker Jr.  
Manager, Transportation Department  
Office of Regulatory Staff

Enclosures: Excerpts from the Revised Regulations of the S.C. Public Service Commission  
pertaining to Motor Carriers (3 pages)  
  
Class C Vehicle Inspection List (1 page)  
  
Taxicab Manifest (2 pages)

**Excerpts from the Revised Regulations of the S.C. Public Service Commission  
pertaining to Motor Carriers (revised May 2008)**

**103-133. Proof Required to Justify Approving an Application.**

**7. PC&N (Class C-Taxi and Class C-Charter Carriers)**

In addition to meeting the requirements set out in 103-133(4) above, applicants for a Certificate of PC&N for Class C Taxi and Class C Charter authority, as well as all vehicle drivers operating under such authority, must meet the following requirements and provide the following information to the ORS upon request:

**A. Owner and Driver Qualifications/Requirements**

1. All drivers must be a minimum of 18 years of age.
2. Driving Record – A certified copy of the driver's three (3) year driving record issued by the South Carolina Department of Motor Vehicles and such record from the DMV of the state in which the driver is or has been domiciled for such period.
3. State Criminal Background Check – A criminal history background check from the state where the driver currently lives.
4. Drivers License – All drivers operating a vehicle under a Class C Taxi or Class C Charter certificate must have in their possession at the time of such operation a valid driver's license issued by the South Carolina Department of Motor Vehicles or the current state of residence of the driver.
5. Sex Offender Registry – All Class C Taxi Certificate and Class C-Charter Certificate holders are prohibited from employing or leasing vehicles to drivers who are registered, or required to be registered, as a sex offender with the South Carolina State Law Enforcement Division (SLED) or any national registry of sex offenders. All certificate holders who are registered, or required to be registered, as a sex offender with SLED or any national registry of sex offenders are prohibited from driving a taxi cab or limousine. Any driver who is placed on a Sex Offender Registry shall notify the ORS and the certificate holder under which he operates of his status and shall immediately cease to operate his taxi cab or limo.
6. Engaging in Business – An applicant for a Class C Taxi Certificate shall designate on his/her application those counties it can reasonably supply the service requested. Any applicant who has not provided the service requested in its application within 90 days of approval to begin operation of that certificate, without good cause shown or who has not filed with the commission an amended application, shall have its authority revoked.

**B. Owner and Driver Conduct/Vehicle Qualifications**

1. Owners and drivers shall inspect the vehicle that the driver is operating daily to ensure that it can be operated safely.
2. Owners and drivers shall ensure that the interior of the vehicle is kept in a clean and sanitary condition.
3. Owners and drivers shall ensure that the general mechanical condition of his/her vehicle is in good operating condition and mechanical repair.
4. Owners and drivers shall ensure that the vehicle exterior meets the requirements set forth in Regulation 103-153.

5. Owners and drivers shall ensure that jack, spare tire, and other equipment in the trunk or other storage area of the vehicle is secured, and covered with appropriate material to avoid damage to a passenger's luggage or other possessions.
6. Duty to Transport Orderly Passengers – Each driver shall transport all orderly passengers willing and able to pay the required fare, requesting his or her services to the passenger's requested destination.
7. Passenger Discharge – Drivers shall not dismiss, discharge, or otherwise require any passenger to leave the vehicle other than at the passenger's requested destination without reasonable cause. For this purpose, "cause" means, but is not limited to, the vehicle becoming disabled, the passenger becoming disorderly by refusing to pay the authorized fare, or dangerous driving conditions. A driver who requires a passenger to leave the vehicle other than at the passenger's requested destination shall do so only at a well-lit public place, or (if the vehicle has become disabled) to another vehicle, and shall immediately notify his or her affiliated company of all the details of the incident.
8. Receipt – Each driver shall, upon request of the passenger making payment, and upon receipt of full payment for the authorized fare, give a receipt to the passenger making the payment.
9. Lost and Found – Any property left by a passenger in a vehicle shall be reported by the driver to his or her affiliated company within 30 minutes after its discovery, and thereafter returned to the passenger or the affiliated company as soon as possible, but in any event within 12 hours after its discovery, at the passenger's expense.
10. Identification Badges – While in operation, each driver shall have attached to the interior of the vehicle, in such a way as to be visible by passengers in the rear seat of the taxi, some form of picture identification. Such identification should display as a minimum the driver's name, picture, and the name of the holder of authority under a Certificate of PC&N under which the driver is operating. This paragraph is inapplicable to Class C-Charter Carriers.
11. Driving Record – Each driver shall, not less frequently than annually, provide an updated copy of his or her motor vehicle driving record to the company he or she is affiliated with or leasing.
12. Manifests.
  - A. The driver of a taxi cab shall keep a daily manifest. The manifest shall contain the following information, which shall be recorded at the time specified:
    1. The hour and date at which the vehicle becomes available for use as a taxi cab, the name of the driver and the make, registration number of such vehicle shall be recorded before the driver proceeds to pick up his first passenger or package delivery.
    2. The time and place of commencement and the number of passengers or packages shall be recorded when such passengers or packages are picked up.
    3. The name and place of delivery of the passengers or packages and the amount of the fare charged shall be recorded immediately after each trip is terminated.
    4. The time and place shall be recorded immediately after the driver ceases to operate the taxi cab for hire for the day.

4. Vehicle Appearance, Serviceability, and Operation – No person shall operate a taxi cab or limousine unless such taxi cab or limousine meets the following requirements and all owners shall maintain a taxi cab or limousine in accordance with the following requirements:
- a. All taxi cab and limousine windows must be free of cracks and all in working order for the passenger to raise or lower as they wish.
  - b. All taxi cab and limousine drivers shall keep their vehicles free from disfiguring damage to the interior of the vehicle, including significant rust, seat tears or holes and falling or torn headliners.
  - c. All taxi cab and limousine doors, lights, and safety equipment shall be maintained in good operating condition. All seatbelts shall be visible and available for use by passengers in both the front and rear seats for each and every fare.
  - d. All taxi cabs and limousines shall be equipped with doors which fasten in a manner so that they may be readily opened from the inside by a passenger.
  - e. All taxi cab and limousine owners and drivers shall keep the interior and exterior of his or her taxi cab or limousine in a clean and sanitary condition at all times.
  - f. All taxi cab and limousine owners and drivers shall ensure that all vehicle systems are in safe working order prior to the commencement of work each day.
  - g. No taxi cab or limousine driver or owner shall fasten or lock the doors of a taxi cab or limousine so that it is impossible for a passenger to open them from the inside.
  - h. Each taxi cab or limousine owner or driver shall search the interior of the taxi cab or limousine at least once each day for articles left in the cab. The driver shall immediately take such property to the principal office of the certificate holder for safekeeping and proper disposition.
  - i. No taxi cab driver shall operate a taxi cab for more than twelve hours in any twenty-four hour period.



## OFFICE OF REGULATORY STAFF CLASS C VEHICLE INSPECTION CHECKLIST

### General Information

Inspection Date:	Inspector:	Inspection Type (circle one):	<input type="checkbox"/> Initial	<input type="checkbox"/> Re-inspection
Certificate Name:		DBA:		
Address:	Telephone:	Certificate #:	Class:	
Vehicle Year:		Make:	Model:	
VIN #:		ORS Decal #:		

### Driver Information

Driver Name:				
SC Driver License #:	Dob:	Age:	Company Vehicle #:	

### Vehicle Inspection

Area	Pass	Fail	Other/Comments
Personal Appearance of Driver			
Valid Proof of Insurance			
Valid Registration			
Valid ORS Decal			
Proper Vehicle Marking			
Posted Rates (Class C Taxi)			
Condition of Tires Acceptable			
Heat/Air Condition Function			
Door Lock Function			
Window Function			
Horn Function			
Windshield Wiper Function			
Light Function			
Head Lights			
Brake Lights			
Reverse Lights			
Turn Signals			
Emergency Signals			
Vehicle Glass			
Windshield			
Rear			
Side Windows			
Mirrors			
General Cleanliness			
Vehicle Inside			
Vehicle Outside			
Other			
General mechanical condition			
Spare tire, jack, etc.			
Passenger receipt book			
Driver identification badge			
Manifest book			
Hours of service log			

### Inspection Results

This vehicle has \_\_\_\_\_ PASSED \_\_\_\_\_ FAILED the ORS Class C vehicle inspection.

Re-inspection Required: \_\_\_\_\_ YES \_\_\_\_\_ NO

Citation Number: \_\_\_\_\_

Re-inspection Date: \_\_\_\_\_

(Attach copy of completed re-inspection form)

**Inspector Comments:**

Date: \_\_\_\_\_

# TAXICAB

Cab #: \_\_\_\_\_

Driver: \_\_\_\_\_

# MANIFEST

Tag #: \_\_\_\_\_

VIN#: \_\_\_\_\_

Start Time: \_\_\_\_\_

Odometer Start: \_\_\_\_\_

End Time: \_\_\_\_\_

End: \_\_\_\_\_

Misc. Expenses: \_\_\_\_\_

Gas: \_\_\_\_\_

Oil: \_\_\_\_\_

### CHECK FOR "LOST" ARTICLES AFTER EACH TRIP

NUMBER OF PASS.	NUMBER OF TRIPS	FROM	TO	TIME (AM/PM)		FARE	
				P.U.	DROP	METER	EXTRA
	1			:	:	\$ .	\$ .
	2			:	:	.	.
	3			:	:	.	.
	4			:	:	.	.
	5			:	:	.	.
	6			:	:	.	.
	7			:	:	.	.
	8			:	:	.	.
	9			:	:	.	.
	10			:	:	.	.
	11			:	:	.	.
	12			:	:	.	.
	13			:	:	.	.
	14			:	:	.	.
	15			:	:	.	.
	16			:	:	.	.
<b>TOTAL:</b>						.	.

I certify that I have driven Cab No.: \_\_\_\_\_ on above date for a total of \_\_\_\_\_ hours.

DRIVER'S SIGNATURE \_\_\_\_\_

CHECK FOR "LOST" ARTICLES AFTER EACH TRIP

NUMBER OF PASS.	NUMBER OF TRIPS	FROM	TO	TIME (AM/PM)		FARE	
				P.U.	DROP	METER	EXTRA
	17			:	:	\$ .	\$ .
	18			:	:	.	.
	19			:	:	.	.
	20			:	:	.	.
	21			:	:	.	.
	22			:	:	.	.
	23			:	:	.	.
	24			:	:	.	.
	25			:	:	.	.
	26			:	:	.	.
	27			:	:	.	.
	28			:	:	.	.
	29			:	:	.	.
	30			:	:	.	.
	31			:	:	.	.
	32			:	:	.	.
	33			:	:	.	.
	34			:	:	.	.
	35			:	:	.	.
	36			:	:	.	.
	37			:	:	.	.
	38			:	:	.	.
	39			:	:	.	.

THIS PAGE TOTAL:	.	.
FIRST PAGE TOTAL:	.	.
GRAND TOTAL:	.	.

I certify that I have driven Cab No.: \_\_\_\_\_ on above date for a total of \_\_\_\_\_ hours.

DRIVER'S SIGNATURE \_\_\_\_\_