

THE BUS STOPS HERE

Safety Newsletter

December 15, 2023



SUFFOLK TRANSPORTATION SERVICE, INC

SUFFOLK BUS CORP.

JANUARY REFRESHER SCHEDULE: Classes are filling up quickly. You can register on My Parking Space, click on "MY CLASSES," click on "UPCOMING" and choose the class of your choice. Please make sure you choose the CORRECT LOCATION - Saxon, 1780 Smithtown Ave (listed as 1849 Pond Rd) or Coram. Please note if you have a mid-day or late run, sign up for a class on Martin Luther King Day when school is closed. To be in compliance you must attend the full 2-hour class. It is courteous of your fellow employees and the instructor to be on time for the class.

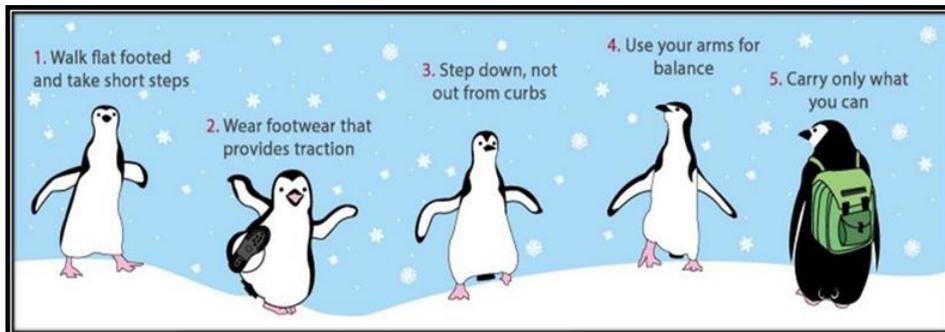
January 9, 2024	Tuesday	10:30 AM	1780 Smithtown Ave.
January 15, 2024 (MLK)	Monday	8:30 AM	Coram
January 15, 2024 (MLK)	Monday	9:00 AM	1780 Smithtown Ave.
January 16, 2024	Tuesday	10:00 AM & 5:30 PM	1780 Smithtown Ave.
January 16, 2024	Tuesday	5:30 PM	Coram

HOLIDAY SAFETY: During this holiday season, be extra attentive to your surroundings as the public (and us) are distracted by the upcoming festivities. This means to use extra caution on school grounds, in the bus yards, entering/exiting intersections and to be especially watchful for pedestrians. Let's all have a safe and happy holiday season.

THE PENGUINS ARE COMING, THE PENGUINS ARE COMING!!

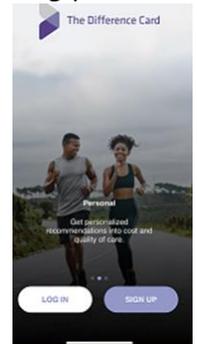
While the weather has been mild, winter is a week away! Please take care and caution while walking through the yards. Temperatures can and will drop. Remember to take care when exiting your bus or personal vehicle.

Use three points



of contact when entering and exiting the bus. Remember: if you walk like a penguin, your chances of slipping on snow and ice are limited.

DIFFERENCE CARD UPDATE: Now that you have activated your card and registered your account you can submit bills. If you have Express Scripts, you can ask to be invoiced. You can submit the bill by clicking on "Accounts" and "Add Expense". Follow the prompts, add information about doctor or name of Company on the invoice, and add the documentation by uploading a picture of the invoice. Your account # can be found on the invoice and is typically your patient #.



This week's Facebook spotlight is Terry O'Halloran. It is with a heavy heart that we at STS/SBC announce the retirement of Terry O'Halloran. In her 13 years with the Company, she has worked tirelessly to upgrade the Human Resources and Safety and Training Departments to better serve all customers and employees. We will miss her exuberant energy, strong work ethic and common-sense approach to policy making that has brought this Company admiration from our customers and employees. She may be leaving but she has built a team with the same goals and mindset to continue providing superior service to our customers and employees going forward. We all wish her well on her new journey - Frank Klein & the entire staff at STS/SBC

"Keep your eyes on the stars and your feet on the ground."