7-02/110.20 Security Deputy's Responsibilities

All location stops shall be entered into the Mobile Digital Terminal system or logged on the Trip Ticket. This includes all meal breaks and fast food stops.

The Security Deputy shall ensure that the Mobile Digital Terminal Log and/or Trip Ticket is accurate, complete and submitted to the Watch Sergeant at the end of the shift.

Bus Crews shall not go off duty until their Mobil Digital Terminal Log and/or Trip Ticket has been inspected and initialed in the lower right hand corner, by the Watch Sergeant or the Watch Commander.