

**City of Los Angeles  
Department of Airports**

**Operation of Commercial Vehicles Transporting Passengers  
at Los Angeles International Airport (LAX)**

**RULES AND REGULATIONS**

**May 1, 2004**

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# OPERATION OF COMMERCIAL VEHICLES TRANSPORTING PASSENGERS AT LAX

## RULES AND REGULATIONS

All commercial vehicles and the owners, operators, and drivers thereof transporting or offering to transport passengers shall operate at Los Angeles International Airport ("Airport") in compliance with the applicable rules and regulations of the Permit Program contained herein.

- I. **Definitions.** There will be no exceptions to these definitions unless a written notice to the effect is signed by the Executive Director.
- I.1. "Airport" - Los Angeles International Airport
  - I.2. "Bus" - A commercial vehicle designed for carrying more than fifteen (15) persons including the driver.
  - I.3. "Bus Stop" - Red curb space on the lower level roadway designated by a green overhead sign reading "Buses and Long Distance Vans."
  - I.4. "Charter Holding Lot" - An area designated by City for use by charter party carriers.
  - I.5. "Charter Vehicle" - A commercial vehicle, including charter buses, vans, limousines, sedans and station wagons operated by an operator holding a charter party carrier permit from the California Public Utilities Commission.
  - I.6. "City" - The City of Los Angeles, Department of Airports.
  - I.7. "Commercial Vehicle" - A motor vehicle of a type required to be registered with the California Department of Motor Vehicles (DMV) which is used or maintained for the transportation of persons for hire, compensation, or profit. Commercial vehicle includes, but is not limited to, all passenger stage corporation, charter party carrier, taxicab, "auto for hire," Interstate Commerce Commission (ICC) or California Public Utilities Commission (CPUC) authorized, and "courtesy" vehicles which transport or offer to transport passengers or persons for compensation or profit.
  - I.8. "Courtesy Vehicle" - A commercial vehicle operated by or on behalf of a hotel, motel, rent-a-car, travel agency, private parking lot company or similar business which transports passengers or customers to and from Airport.
  - I.9. "Cruise" - To drive on any Airport road and stop or slow in front of any terminal seeking an arrangement to transport one or more passengers from Airport for compensation or profit when the driver does not have a prior prearranged charter of agreement to transport the passenger(s).
  - I.10. "Customer Service Representative" - (hereinafter referred to as "CSR") - An employee, agent or individual authorized by City to be stationed at designated locations to facilitate customer loading and commercial vehicle flow and control.
  - I.11. "Driver" - An employee, agent or independent contractor of an operator who drives or operates a commercial vehicle upon Airport.
  - I.12. "Executive Director" - The Executive Director of the Department of Airports, or his authorized representative.
  - I.13. "LAX Shuttle Stop" - Red curb space on the lower level roadway designated by a white bordered overhead sign reading "LAX Shuttle and Airline Connections."

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- I.14. "Limousine" - A luxury-type, chauffeur-driven commercial vehicle holding a charter party carrier permit from the CPUC.
- I.15. "Lower Level Roadway" - The lower level roadway in the central terminal area of Airport.
- I.16. "Operator" - A corporation, company, association, entity or individual holding authority from City to operate one or more commercial vehicles on Airport.
- I.17. "Sedan" - A commercial vehicle designed to carry five (5) or less passengers, not including the driver. Sedan does not include "taxicabs" which are defined hereinafter.
- I.18. "Solicitation" - The uninvited initiation of a conversation by a driver or agent of an operator with any potential customer for the purpose of enticing or persuading said customer to use any service or facilities provided by the operator or any other operator.
- I.19. "Station Wagon/Sport Utility Vehicle" - A dual purpose commercial vehicle designed for the transportation of persons and also designed in such manner that the seats may be removed or folded out of the way for the purpose of increasing the property carrying space within the vehicle.
- I.20. "Taxicab" - A commercial vehicle equipped with a taxi meter authorized to operate as a taxicab by City and the Department of Transportation of the City of Los Angeles.
- I.21. "Taxicab Stand" - White curb space and striped pavement located on the terminal sidewalk curb and on the lower level roadway designated by a yellow overhead sign displaying a taxicab logo.
- I.22. "Hotel and Courtesy Stop" - Red curb space on the lower level roadway designated by a red overhead sign reading "Hotel and Courtesy Shuttle."
- I.23. "Upper Level Roadway" - The upper level roadway in the central terminal area of Airport.
- I.24. "Van" - A commercial vehicle designed to carry between six (6) and fourteen (14) passengers not including the driver. Conventional passenger station wagons shall not be considered vans.
- I.25. "Shared Ride Van Stop" - Red curb space on the lower level roadway designated by an orange overhead sign reading "Shared Ride Van."
- I.26. "Van Lot(s)" - Holding area(s) designated by City for use by passenger stage corporation vans.
- I.27. Licensee Van Stop - Red curb space as designated by Executive Director.

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- I.28. “On-Call Service” - Pick up and drop off transportation services conducted by a company authorized by the CPUC and Airport to operate on-call service and initiated by a request from a customer.
- I.29. “Scheduled Service” - Transportation to and from Airport conducted by a company authorized by the CPUC to operate scheduled service. This service must follow a set timetable with stops at airports, hotels, motels, entertainment centers and other commercial centers. Scheduled service does not pick up or drop off at private residences. Failure to adhere to stops and timetables is grounds for revocation of the permit to operate scheduled service at Airport. Companies must use vehicles designed to carry at least 25 passengers including the driver.
- I.30. “Scheduled Service - Exceptions” - (a) All scheduled passenger service shall be exempt from any holding lot (dispatch lot) use requirements regardless of the type or passenger capacity of the vehicle being operated. (b) Scheduled service may be operated by companies using vehicles designed to carry less than 25 passengers including the driver if said service is operated over a route in which the first service stop after airport departure or the last service stop prior to airport arrival is thirty (30) miles or more from Los Angeles International Airport. This shall not apply to vehicles designed to carry seven passengers or less.
- I.31. “Circuit” - Complete or partial loop of the Airport central terminal area.
- I.32. “Reservation” - Pre-arrangement for transportation including arrangements made at Airport.
- I.33. “Passenger Stage Corporation (PSC)” - Every corporation or person(s) engaged as a common carrier for compensation operating in the State of California under the authority of a PSC certificate, and as further defined in the California Public Utilities Code.
- I.34. “PSC Van Licensee” - PSC operating under the terms and conditions of an Airport License Agreement and authorized to pick up reservation passengers only.
- I.35. “PSC Van Concessionaire” - PSC operating under the terms and conditions of an Airport Concession Agreement.
- I.36. “PSC Long-Distance Van Concessionaire” - PSC operating under the terms and conditions of an Airport Concession Agreement, and authorized to serve long-distance markets only as specified in the Agreement.
- 1.37. “Rental Car Shuttle Stop” – Red curb space on the lower level roadway designated by a purple overhead sign reading “Rental Car Shuttles.”

## II. **General Rules and Regulations Applicable to All Commercial Operators. Where applicable, the number of suspension points for violation of the rules and regulations listed in this section and subsequent sections shall be indicated in brackets.**

- II.1. Compliance with Law. Drivers of commercial vehicles shall strictly comply with these rules and regulations and those applicable rules, regulations and laws found in the California Public Utilities and Vehicle Codes, the Los Angeles Municipal

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Code, the Los Angeles Administrative Code and any others that are applicable. Airport rules and regulations, when legally permissible, shall take precedence over any other existing code, rule or regulation.

- II.2. Authority to Operate. All commercial vehicles shall have current and valid evidence of the following:
- II.2.1. Commercial vehicle registration from the California Department of Motor Vehicles (DMV) in the vehicle;
  - II.2.2. License plates (or a temporary permit) from the DMV attached to the vehicle, and a corresponding VIN number;
  - II.2.3. The appropriate California Public Utilities Commission (CPUC), Interstate Commerce Commission (ICC) and/or Los Angeles Department of Transportation (DOT) permit, certificate or authority to operate, including the display of applicable permit, certificate or authority numbers where required;
  - II.2.4. Insurance coverages as required by City;
  - II.2.5. An operating or license agreement, issued by City for the type of operation conducted;
  - II.2.6. A City permit decal or sticker ["Permit"] permanently affixed to the vehicle. (Note: Permits shall be issued only to vehicles operated by an operator holding a concession or license agreement from City.) Permit shall not be transferable or assignable, but shall be returned to City if the vehicle is removed from service [50] ;
  - II.2.7. Except for charter limousines, autos-for-hire, and courtesy limousines and charter vans with a capacity of fewer than ten (10) passengers, a vehicle fleet number displayed in such size as to be easily readable by members of the public [5]; and
  - II.2.8. An Automatic Vehicle Identification (AVI) transponder affixed to the vehicle. It shall be illegal to operate and/or board passengers on the lower level of Airport without a valid, properly functioning AVI transponder affixed to the vehicle. Transponders shall not be transferable or assignable, but shall be returned to City if the vehicle is removed from service. This requirement may be waived by City for temporary use of a vehicle by a charter party carrier or courtesy vehicle operator, or for charter vehicles not based in Southern California. [50]
  - II.2.9. Any Company will be prohibited from operating on Airport utilizing a name or logo which is identical or nearly identical to a PSC doing business at Airport.
- II.3. Mechanical Condition. All commercial vehicles shall be in good and safe mechanical condition and in compliance with the California Vehicle Code. [25]



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- II.4. Passenger and Baggage Transfers. Drivers or agents of any operator shall not transfer passenger(s) or baggage from one vehicle to another anywhere on, or within two (2) miles of, Airport premises unless such transfer is necessitated by a vehicle breakdown. [15]
- II.5. Vehicle Loading Zones. Drivers of commercial vehicles shall not stop their vehicles at any vehicle loading zone on the lower level other than as designated below:
- Drivers of PSC buses - Bus Stop, island red curb
  - Drivers of PSC concession vans – Shared Ride Van Stop, island red curb
  - Drivers of PSC long-distance concession vans - Bus Stop, island red curb
  - Drivers of PSC licensee vans - Licensee Van Stop, island red curb
  - Drivers of charter buses - Bus Stop, island red curb (See Section VI.8. for exceptions)
  - Drivers of charter limousines, vans, sedans and station wagons - terminal sidewalk, white curb
  - Drivers of courtesy buses and vans (other than rental car) – Hotel and Courtesy Stop, island red curb
  - Drivers of courtesy limousines, sedans and station wagons - terminal sidewalk, white curb
  - Drivers of rental car buses and vans – Rental Car Shuttle Stop, island red curb
  - Drivers of taxicabs - terminal sidewalk, white curb taxicab stand
- (Note: Drivers of passenger stage corporation vans shall be exempt from the above requirements when picking up disabled or handicapped passengers. The lower level white curb may be used for said pickups.)
- A penalty of twenty (20) suspension points shall be assessed for violation of this rule.
- II.6. Lawful Orders. Drivers of commercial vehicles shall obey the lawful orders and directions of all Airport law enforcement personnel, any state or local peace officers, all Airport officials, and all agents appointed by Executive Director who display proper identification. [30]
- II.7. Right of Examination. Drivers of commercial vehicles shall allow any law enforcement officer, Airport official or designee thereof to examine their trip tickets, waybills, and any other written evidence of authorizations to operate. [30]
- II.8. Parking Lot Tickets. Drivers of commercial vehicles shall not obtain any Airport parking lot ticket except for the purpose of paying the appropriate fee for the length of time their vehicles are legally parked in an Airport public parking lot. [2]
- II.9. False Documents. Drivers and operators of commercial vehicles shall not use, display, alter, show, exhibit or transfer any trip ticket, waybill, registration form, decal, seal, receipt, or any other document which is false, invalid, revoked, terminated or expired. [30]
- II.10. No Unattended Vehicles. Drivers of commercial vehicles shall not park or leave a vehicle unattended at a curb. If drivers must park or leave their vehicles unattended, they shall park in a public parking facility or commercial vehicle holding area provided and approved by City for that purpose. [30]

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- II.11. Soliciting. Drivers and third persons representing operators of commercial vehicles shall not solicit passengers on Airport for any reason. [50]
- II.12. Use of Vehicles. Drivers of commercial vehicles shall not use their vehicle to unreasonably block, cut off or restrict the movement of a vehicle of another carrier parked at a curb. Upon arrival at any curb loading zone or area on the lower level roadway, drivers shall, to the extent possible, stop their vehicles at the furthestmost front position of the applicable curb zone or stop. [10]
- II.13. Crosswalks. Drivers of commercial vehicles shall not stop any vehicle in a crosswalk. [2]
- II.14. Advertising. Operators, their drivers and agents, of commercial vehicles shall not erect, post or place any sign, business card or any other form of advertising anywhere on any Airport vehicles or on Airport premises without the prior written permission of Executive Director. [2]
- II.15. Identification Badges. Drivers of commercial vehicles, except charter operators, shall wear an identification badge while on Airport premises. The badge shall be attached to clothing above the waist, be visible to members of the public, and indicate the first and last name of the driver and the operator the driver represents. Drivers of courtesy vehicles may list their first name only. All non-driver personnel of operators shall wear identification badges while on Airport premises. Badges shall be of a design approved by Executive Director. [25]
- II.16. Authorized Vehicles. Operators operating under the authority of the CPUC or ICC shall only use vehicles on Airport which are in compliance with the specifications stipulated in their CPUC or ICC authorization. [2]
- II.17. Driver Appearance. Drivers of commercial vehicles shall present a clean and neat appearance while on Airport premises. [2]
- II.18. Dual Authority. Operators of commercial vehicles, when dually authorized by the CPUC to operate both as a charter party carrier and a passenger stage corporation, shall operate on Airport premises and pay fees, as either a passenger stage corporation or charter party carrier of passengers, but not both. Each operator shall select only one method of operation and notify City of its selection in writing. Unless written notice to the contrary is on file with City, all operations shall be treated as charter party carrier operations. [2]
- II.19. Signs. Drivers of commercial vehicles shall comply with and obey all signs posted by City upon Airport premises. [2]
- II.20. Driver Courtesy. Drivers and agents of operators shall be courteous to members of the public, all Airport law enforcement personnel, any state or local peace officers, all Airport officials and all agents appointed by Executive Director. [10]
- II.21. Public Utilities Commission Rules. Drivers shall operate all CPUC authorized vehicles in accordance with California Public Utilities Commission Rules and General Orders. [2]

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- II.22. Upper Level Parking. Drivers shall not park or stop any vehicle anywhere on the upper level roadway or curbs unless actively engaged in dropping off passengers, unless at a curb specifically designated for parking by Executive Director. [5]
- II.23. Drop Offs. Drivers shall drop off passengers only on the upper level, except as otherwise directed by Executive Director. [20]
- II.24. Unfair Competition. Drivers, employees and agents of operators shall not entice or attempt to entice any person possessing a ticket, voucher or reservation with a competing operator or stating an intent to use a competing operator, to switch or seek a refund for the purpose of using another operator. [50]
- II.25. Number of Vehicles. A maximum of only one (1) bus from the same operator may stop at a designated red curb traffic island loading area at a single terminal at any time. [10]
- II.26. Curb Coordinators and Customer Service Representatives. Operators and drivers shall not use employees or agents on a red curb traffic island, sidewalk, or in a terminal for any reason without the prior written consent of Executive Director. [50]
- II.27. 45 Second Stopping Rule. Drivers shall not stop any vehicle at an island red curb for a period longer than 45 seconds unless actively engaged in loading passenger(s). [20]
- II.28. Driver Trainees. Driver trainees or other employees in training for an operator may ride along in a vehicle provided each trainee wears a proper identification badge. No trainee of a passenger stage corporation van operator shall exit a vehicle on the lower level. [5]
- II.29. Circuiting. Drivers may make up to a maximum of two (2) consecutive circuits of Airport's lower level roadway, then shall depart Airport and not return within twenty (20) minutes of such departure. This rule does not apply to vehicles operated by charter party carriers. [20]
- II.30. Cruising. Drivers shall not cruise the central terminal area. [20]
- II.31. Unsafe Vehicles. It is prohibited for a driver to operate a commercial vehicle at Airport which is unclean or damaged to an extent that endangers the health, safety or welfare of any person. [5]

### III. CPUC Passenger Stage Corporations and ICC Carriers - General, Applying to Both Vans and Buses

- III.1. Destination Signs. Vehicles may be required to display a destination sign visible from the front of each vehicle. The location, wording, size of lettering and method of attachment shall be subject to approval by Executive Director. Words, logos, or signs stating a destination not approved for that vehicle's operator by the CPUC or the ICC, whichever is applicable are prohibited. [50]
- III.2. Non-Displayed Destination. Drivers shall not announce a destination or load any passenger for any destination other than the destination displayed on the destination sign on their vehicle. [20]

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- III.3. Authorized Destination. Drivers shall not transport any passenger to a destination or area of operations not approved for driver's operator by the CPUC or the ICC, whichever is applicable. [10]
- III.4. No Charter Party Carrier Operations. Drivers shall not pick up any passengers or operate at Airport using charter party carrier authority, except as provided in General Order 157-C, or as hereafter amended. [5]
- III.5. Signs for Prearranged Charter Pickups. A vehicle destination sign may display the words "charter" or "special" or other words to that effect instead of a destination if the driver has in his/her possession a completed waybill listing the name and number of persons in the party to be met and that party has exclusive use of the vehicle. [20]
- III.6. No Dual Service. Passenger stage corporations cannot operate both on-call and scheduled service.
- III.7. Exiting of Vehicle. Drivers shall be allowed to exit their vehicles while stopped at a lower level roadway loading zone only to actively load passengers or to announce their specific area of service no more than twice. Drivers are allowed to respond to questions addressed to them by members of the public. [5]
- III.8. Van Lot Procedures - General Rules. All drivers shall proceed to the designated van holding lot before making a trip into the Airport central terminal area unless dropping off passengers on the upper level.
- III.9. Vehicle Registration. Registration must include the name of the PSC carrier licensed to operate at Airport. It may be in a DBA capacity.
- III.10. Posting of Customer Information Inside of Vehicle. Each operator shall post inside each vehicle, in a location and form to be determined by Executive Director, the company name, vehicle fleet number, and a representative list of tariffs (filed with the CPUC) to the key sectors within its authorized area of operation. [20]
- III.11. Customer Receipts. Each customer picked up on Airport must be issued a completed receipt upon request. Each vehicle on Airport must be supplied with said receipts at all times. Each receipt shall be completed and indicate the date, destination, number of passengers, fee collected, driver's name and signature, company name and vehicle fleet number. [20]
- III.A. CPUC Passenger Stage Corporations – Van Licensees Only**
- III.A.1. Van Licensee Passenger Boarding. Drivers must proceed directly to their designated loading area to pick up their passenger(s). After picking up the reservation passenger(s), the driver must immediately proceed to Center Way, if possible, and exit Airport. [10]
- III.A.2. Van Licensee Signs/Waybill. Vehicle signs must display the words "reservation", "special" or other words to that effect instead of a destination. Additionally, the driver must have in his/her possession a completed

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waybill listing the name and number of persons in the party(ies) to be met as well as arrival and destination information. [20]

### IV. Courtesy Vehicles

- IV.1. Name. Vehicles shall have the name of the company offering courtesy transportation and the fleet vehicle number displayed on the rear and each side of the vehicle with the exception of courtesy limousines, sedans and station wagons. [2]

### V. Taxicabs

- V.1. Board Order 471. Drivers shall operate and taxicabs shall be operated in compliance with Board Order Number 471 of the Board of Transportation Commissioners of the City of Los Angeles, or as amended in the future.
- V.2. Trip Record. Drivers shall not stop at a taxicab stand unless in possession of a valid trip record issued from the taxicab holding lot.
- V.3. Access Rule. Each taxicab will be assigned a lettered decal which will indicate when it is allowed to operate at Airport. Drivers will only operate taxicabs permitted in accordance with the access schedule established by Executive Director. The access schedule is subject to change by Executive Director based on the total number of taxicabs authorized by DOT.
- V.4. Taxicab Stands. Drivers on the lower level roadway shall park or stop only at white curbs which are designated as taxicab stands.
- V.5. Unattended Taxicabs. While parked at a white curb taxicab stand, drivers shall remain with their taxicabs at all times.
- V.6. Inner Roadway Access. Drivers shall not allow their taxicabs to interfere with the ingress to or egress from the inner roadway or lanes by other vehicles.
- V.7. Taxicab Stand Capacity. Drivers shall not attempt to stop, park, load or unload passengers at a taxicab stand which already contains the maximum allowable number of taxicabs for that stand.
- V.8. Refusals to Transport and Short Trips. Drivers when "first up" at a taxicab stand shall not refuse to transport any passenger seeking transportation, unless approval is obtained from a representative of City. A short trip by a passenger shall not be a valid reason for refusing service, unless a City approved separate short trip system is in operation at the time to transport the passengers.

### VI. Charter Party Carriers

- VI.1. Trip Ticket. Drivers shall not pick up passengers at Airport or enter the central terminal area of Airport for the purpose of picking up passengers between the hours of 7:00 a.m. and 12:00 midnight without first obtaining a valid trip ticket from the charter holding lot. Trip tickets are not required between the hours of 12:00 midnight and 7:00 a.m. [5]

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- VI.2. Trip Ticket. Drivers shall properly display a valid trip ticket on either the dashboard or windshield of the vehicle as designated by Executive Director while loading or meeting passengers between the hours of 7:00 a.m. and 12:00 midnight in the central terminal area. [5]
- VI.3. Trip Ticket. Drivers shall not transfer, sell, or give a trip ticket to another driver or from one vehicle to another vehicle, unless approved by City or by a charter holding lot representative. [10]
- VI.4. Waybill. Drivers shall have a waybill in their possession each time they enter Airport to pick up a passenger as specified in current CPUC codes and general orders. The waybill shall specify the name of the party(ies) to be transported, the terminal pick up location, the arrival time of the party(ies), the airline flight number and the date the charter was originally pre-arranged. The Executive Director reserves the right to require a waybill in the event the CPUC deletes such a requirement. [5]
- VI.5. Waybill. Drivers shall not pick up any passengers other than as specified on the waybill. [5]
- VI.6. Signs. Charter vehicles shall not have displayed the word "taxi" or any sign indicating that the vehicle is immediately available for hire or transportation. [5]
- VI.7. No Passenger Stage Operations. Drivers shall not pick up any passengers or operate at Airport using passenger stage authority, except as provided in General Order 158-A, or as hereafter amended. [5]
- VI.8. Tom Bradley International Terminal. Charter buses are prohibited from picking up passengers at the commercial bus curb on the lower level at Tom Bradley International Terminal. All charter buses must load passengers arriving at said terminal at the bus loading area located across World Way between Parking Structures 3 and 4. [5]
- VI.9. Boarding. Drivers of charter limousines, sedans, and station wagons shall board passengers only on the lower level roadway at the appropriate white curb directly in front of each terminal where the passenger(s) and luggage are physically present. Drivers of said vehicles including vans may park and load passengers in a public parking lot or facility if a trip ticket is displayed. Drivers picking up passengers in a personal capacity (family, friends, etc.) must also obtain a valid trip ticket. See Rule II.5. [5]

#### **VII. Crew Transit Vehicles**

- VII.1. Passenger stage and/or charter party carriers having agreements with signatory air carriers to transport air carrier personnel from Airport are not required to pay fees as part of the Permit Program for such specific activities. They, and their drivers and agents shall, however, follow all applicable rules and regulations and be subject to the penalties and suspensions of the Permit Program, with the exception that charter party carriers engaged in crew transit activities are exempt from trip ticket requirements. All other Airport pickups not involving signatory air carrier crew transit, regardless of whether an operator has an agreement to conduct crew transit with a signatory air carrier, are subject to City fees.

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- VII.2. Operators of crew transit vehicles shall obtain any special City decal or sticker for crew transit vehicle in addition to any others required by City for their general operations. [5]

### VIII. Automobiles-For-Hire

- VIII.1. Operators of all "automobile-for-hire" vehicles, as defined in Section 71.00 of the Los Angeles Municipal Code and registered with and permitted by the City of Los Angeles Department of Transportation in accordance with Board of Transportation Commissioners Order 448, shall register with the Department of Airports and obtain a permit or decal to pick up passengers on Airport. [5]
- VIII.2. Automobile-for-hire vehicles, drivers, and operators shall conform to all rules and regulations herein and shall be subject to the penalties and suspensions of the Permit Program applicable to charter party carrier limousines.

### IX. Amendments and Interpretation

- IX.1. Amendments. City reserves the right to modify, change and amend these rules and regulations through the actions of the Board of Airport Commissioners.
- IX.2. Interpretation. The Executive Director shall interpret these rules and regulations and their meaning.

### X. Permits, Enforcement, Hearing Rights and Penalties

- X.1. General Policy Statement. Violations of the above rules and regulations may lead to the temporary suspension (revocation) of the right ("Permit") to operate on Airport on a per operator or per vehicle basis. Repeated violations may lead to lengthy suspension penalties and ultimately to permanent termination of an operator's concession or license agreement with City. It is the intention of City, through its enforcement activities, to encourage carriers to operate in an orderly and safe manner by complying with Airport rules and regulations. Immediate suspensions of vehicles will result from violations of safety or authorization rules. Suspensions for certain other violations will only be imposed after City has warned the operator about ongoing violations. A fair and equitable process using law school students, attorneys, or other non-City employees as impartial hearing officers will be used to adjudicate violations where suspensions are sought by City. Many rules and regulations applicable at Airport are also in ordinance or statutory form as law and consequently may also be enforced through arrest or citation and adjudication through the criminal justice system in the Municipal Court.
- X.2. Enforcement. Any Airport police officer, any peace officer, or any employee of the Department of Airports designated by Executive Director shall have the authority to enforce these rules and regulations.
- X.3. Operator Suspensions. Those violations not warranting immediate suspensions as determined by Executive Director will become part of an accumulation of suspension points against an operator or vehicle

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The system is designed to be increasingly punitive against operators who consistently violate Airport rules. Operators may be suspended from Airport based on the number and types of violations they commit either quarterly and/or annually.

- X.4. Notices of Violations. Any violation of these rules and regulations shall result in the issuance by City of an oral or written notice to the operator or the driver.
- X.5. Hearing. When any operator, or the driver, employee or agent of any operator, is formally accused of violating these rules and regulations or when notified that a formal suspension is to be imposed, the operator holding the applicable City permit shall have the right to an informal hearing before an impartial hearing officer provided by City. The right to a hearing shall not be granted where the basis of the violation has been proved in a court of law or before another local, state or federal regulatory or governmental agency.
- X.6. Time of Hearing. Except in situations involving safety, or the revocation of any federal, state or city authorization to operate, or the termination of insurance coverage, or any other condition of like seriousness, operators shall have the right to a timely hearing on any alleged violation or suspension.
- X.7. Disruptive Behavior. It is prohibited for a representative of a company or a driver to engage in disruptive behavior in an administrative hearing or within the immediate vicinity of the Administrative Hearing Office. [30]
- X.8. Evidence. During administrative hearings, it is within the discretion of the hearing officers to request and/or accept information from any interested or informed party, including Airport law enforcement personnel and Airport officials.
- X.9. Evidence - Extensions. It is the responsibility of the operator to have all relevant evidence ready for presentation at the time of the hearing. No extensions will be granted or research performed by the hearing officers.
- X.10. Open Hearings. All administrative hearings are public hearings. Other operators, drivers, City personnel and members of the public may attend administrative hearings.
- X.11. Termination of Concession or License Agreements. The right of City to terminate any concession or license agreement to operate at Airport shall be governed by the terms and conditions of the applicable agreement. Hearing rights are not guaranteed to an operator where City seeks to terminate any such Airport concession or license agreement. The number of violation and suspension points and the number of suspensions imposed upon an operator may be considered by City in its decision to terminate an agreement. However, City may terminate any agreement based upon the terms and conditions of the applicable agreement, notwithstanding the violation points and suspension penalties imposed or pending under these rules and regulations.
- X.12. No Operations While Suspended. Any operator issued an administrative citation or notice of violation sustained through the hearings process while under a term of suspension shall have its concession or license agreement terminated.



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- X.13. Operator Suspensions. Suspensions for commercial operators, except taxicabs, shall be imposed based upon a formula which compares the number of violation points an operator received to the number of permitted vehicles it operates at Airport. If the number of violation points divided by the number of vehicles of an operator reaches one or more of the following suspension point levels within the same quarter of a year, the operator will be suspended for the number of days shown in the following formula:

Formula

10 suspension points per vehicle	= 1 day suspension
15 suspension points per vehicle	= 3 days suspension
20 suspension points per vehicle	= 5 days suspension
30 suspension points per vehicle	= 10 days suspension
50 suspension points per vehicle	= 30 days suspension

Any suspension occurring under this section shall be subject to a pre-suspension, due process hearing. The Executive Director may grant an exemption for any suspension based on a single citation.

- X.14. Operator Suspensions and Terminations - Authority for the Executive Director. The Executive Director may immediately suspend any company due to the non-payment of fees, CPUC suspension or revocation, or a lapse in insurance coverage. The Executive Director, through the Manager of Landside Operations, shall be empowered to grant "good faith" temporary operating authority to a company suspended due to violations of the above mentioned rules after conducting a hearing. Otherwise, all such suspensions will stand until the Executive Director has been provided sufficient proof that the circumstances leading to the suspension have been cured. Any suspension imposed under this section will be for a minimum of 24 hours.
- X.15. Passenger Stage Corporation Operator Suspensions and Terminations - Authority for the Executive Director. The Executive Director, through the Manager of Landside Operations, reserves the right to suspend any company which repeatedly violates these rules and regulations. Any suspension occurring under this section shall be subject to a pre-suspension, due process hearing.

These Rules and Regulations are adopted by the City of Los Angeles Board of Airport Commissioners under the following Resolution Numbers: 15959, 10741, 17118, 17377, 19257, 19664 and 19791.