**Agency Name**

**Transit Policies and Procedures**

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| **Subject** | Parcels on Vehicles |
| **Section**  | Customer Service |
| **Effective Date** |  |
| **Approved By** |  |
| **Approval Date** |  |

**Purpose**

Establish restrictions for parcels carried by passengers on transit vehicles.

**Definitions**

*Parcel:* An object, article, container, or quantity of something wrapped or packed up in a small package.

*Grocery Bag:* A small plastic bag received from a grocery store.

**Procedure**

Prepare written restrictions for passenger parcels on transit vehicles. Allow passengers to transport only small packages that will not impact other passengers. Limit passengers to a carry-on limit of five grocery bags or small packages weighing no more than 10 pounds each.

If the passenger has a Personal Care Attendant (PCA), that person should assist the passenger with their parcels. The Driver may assist passengers who do not have a PCA. All bags must be placed in the vehicle’s storage area or out of the aisles. Heavy or bulky items such as furniture or bicycles should not be permitted.

**Responsibilities**

The Driver is responsible for enforcing the parcel limits.