MILITARY BUS PROGRAM

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OVERVIEW

The Military Bus Program ensures that commercial bus, van and limousine companies offering charter service provide safe vehicles that consistently meet DoD-prescribed standards of service. Over 400 carriers participate in the program, offering ground transportation to all DoD travelers from individual passengers to groups, including military movement and recruit travel requests.

The Defense Travel Management Office (DTMO) manages the program through an agreement with carriers that establishes specific terms, conditions and standards that must be met when providing transportation for DoD passengers. The agreement and a list of DoD approved carriers is available at www.defensetravel.dod.mil/Docs/BusAgreement.

Over 400 DoD approved carriers offer safe, reliable ground transportation

Booking Bus Transportation

- **Transportation Offices may solicit bids using the DTMO approved carrier list**
- **To submit a bus transportation request, go to the DTMO website or GOPAX at: www.sddc.army.mil**
- **Forward completed DD Form 1341 after all movements via fax to DTMO at: 703-696-7878**
- **Report all locally arranged moves to the DTMO for inspection via email at: milbus@dtmo.pentagon.mil**
- **Report any problems to DTMO in writing via fax at: 703-696-7878**

CARRIERS SEEKING DOD APPROVAL

Prospective carriers must have one year of passenger transportation experience, in addition to meeting the following requirements:

- Successful pre-qualification inspection
- Signed Military Bus Agreement
- Copy of Operating Authority
- Certificate of Insurance
- Copy of carrier personnel and complete inventory list of equipment
- Signed copies of Statement of Common Financial or Administrative Control Sheet and Drug/Alcohol-Free Workplace Certificate
- Standard Carrier Alpha Code
- Certified financial statement
- Central Contractor Registration at www.ccr.gov
- Satisfactory fitness rating

For more information on participating in this program, go to the DTMO website at www.defensetravel.dod.mil, or email milbus@dtmo.pentagon.mil

*Information current as of 4/08/2010