

CHANGE REQUEST APPLICATION FORM – REF: CR ____-20__

PLEASE PRINT AND COMPLETE SECTION A (page 1 and 2) of this form accurately, sign and hand deliver to the GO GEORGE office on the 2nd floor at 101 York Street, or email to info@gogeorgetransport.org.za. If hand delivered, please request a signed copy for your own records. Any questions can be directed to info@gogeorgetransport.org.za or our toll-free Call Centre on 0800 044 044. Please be assured that complaints and requests for changes concerning the GO GEORGE bus service are of utmost importance to the George Municipality. Thank you for participating in the process of building and making the system a success for all.

SECTION A: CHANGE REQUEST APPLICANT – GENERAL INFORMATION			
Applicant's name:			
Physical address:			
Email address:			
Contact number:		Date request submitted:	
Ward No. and Councillor:		Group/organisation represented:	
Change Request category:	<input type="checkbox"/> Route amendment	<input type="checkbox"/> Route addition	<input type="checkbox"/> Bus stop amendment
	<input type="checkbox"/> New shelter	<input type="checkbox"/> Shelter amendment	<input type="checkbox"/> Capacity in relation to demand
Brief description of request:	Time of day:	Route name:	
	Bus stop name:	Street name:	
	Bus stop number:	Location:	
Additional comments to request (if required):			
Reason for change: <i>(Why is a change needed?)</i>			
Affected routes / timetables / stops / facilities, etc:			
Attachments / additional information:	<input type="checkbox"/> Yes	<input type="checkbox"/> No	

TO NOTE:

- In terms of Part C (Clause 9) of the Negotiated Operator Agreement for the Provision of Municipal Public Transport Services in the Area of the Municipality of George, any changes to routes and timetables constitute a variation.
- The purpose of this Change Request is to ensure that an equitable analysis has been performed and that all impacting factors have been assessed when evaluating the requested change to the George Integrated Public Transport Network (GIPTN). The Change Request also seeks to document all decisions and comments, as well as provide a process checklist to ensure that all activities have been undertaken and that all stakeholders have been consulted and/or informed.
- The development of the George Integrated Public Transport Network (GIPTN) was motivated by the need to improve access to affordable, scheduled, quality public transport for the community in the George municipal area; this in keeping with provincial and national transport policy as well as legislation such as the National Land Transport Act (NLTA 2009). Additional to this are national and international standards, guidelines and best practices on public transport. The GIPTN is aligned with the George Municipality’s Comprehensive Integrated Transport Plan (CITP) that promotes public transport and highlights the transport vision for George: *“To provide an integrated, accessible, safe, affordable and sustainable transport system that is well managed and maintained for all people in George”*.
- The GIPTN is largely funded from the National Department of Transport (NDoT) grant funding which requires that the system complies adequately with local and international standards in respect of the accommodation of persons with disabilities. Please refer to the White Paper on the Rights of Persons with Disabilities, 2015.
- This GIPTN System Change Request assessment is based on all the information currently available to the GIPTN Management Unit (GIPTN Unit) and can be re-assessed at any time in the event that conditions change and/or in the event that the GIPTN Unit is provided with additional information relevant to the change requested.

Applicant’s signature:	Date signed:
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FOR OFFICE USE ONLY	
Received by:	
Date:	
Signature:	
Ref no:	