

Aviation Department

To: All Uber Drivers Servicing EWR, JFK, LGA, and SWF
From: Michele Delgado, Manager, Ground Transportation
Date: October 1, 2020
Subject: **THE PORT AUTHORITY OF NY & NJ COVID-19 GROUND TRANSPORTATION POLICY – FOR HIRE VEHICLES (FHVs)**
Copy To: NYC TLC, NYTWA, IDG, S. Biggart, D. Ferrario, S. Khella, P. Bonner, G. Van Kirk, P. Carbonaro, M. Alshekh Deeb, C. Chu, A. Patel

COVID-19 is impacting our airports and the Port Authority is doing all that is possible to prevent the spread of the coronavirus. The safety and well-being of our passengers, employees and service providers is our number-one priority. In an effort to ensure passengers feel comfortable while traveling, we are requiring the below protocols be followed while servicing our airports.

Face Cover Requirement

- All FHV Vehicle Operators **MUST** wear a face covering when picking up a passenger at the Airport. The face covering must be worn the entire ride and cover their mouth and nose.
- All FHV passengers **MUST** wear a face covering when getting into the vehicle at the Terminal/Pick Up Area. The face covering must be worn the entire ride.

Cleaning, Health, and Physical Distance Protocols

- All drivers must monitor their health for COVID-19 symptoms and stay home if they are sick or have a fever.
- All drivers must practice healthy hygiene by washing their hands or using hand sanitizer and should not shake hands with any passengers.
- Vehicles should be properly cleaned and disinfected before leaving the waiting areas.
 - Cleaning materials should be available in a vehicle at all times.
 - Provide hand sanitizer for passengers.
- Group rides (shared or pooled) are not permitted until further notice.
- Avoid handling passenger luggage, unless passenger asks for assistance, then hand sanitizer should be used before and after handle of luggage.
- Everyone must maintain physically distant when able.
 - Drivers are to keep physical distance between themselves and other drivers in the waiting areas and between passengers at the terminals.
 - All passengers must sit in the back of the vehicle.
 - If vehicle has a partition, it should be closed when a passenger is in the vehicle.
- When possible, set ventilation to “non-recirculated air mode” in both the driver and passenger compartment or open windows.
- Passengers and drivers must confirm via mobile app if applicable any safety requirements before riding.

Cleaning, Health and Physical Distance Implementation

- Signage installed in all FHV waiting lots :
 - drivers to disinfect vehicles before leaving the waiting lot
 - physical distancing - signage and floor decals should be posted
 - all meditation trailers should be temporarily closed and signed properly
 - all restrooms should have signage enforcing physical distancing
- Physical distancing signs at the passenger pick up areas.
- PPE: Masks, sanitizer, vehicle cleaners should be available to drivers by their company.

Enforcement

Companies should require face cover check for drivers, new technology to confirm drivers are wearing a face covering before all trips. Port Authority Supervisors will be inspecting the FHV waiting areas to ensure physical distancing is being practiced among drivers as well as terminal passenger pick up locations.