

SEP 19 2025

PA PUBLIC UTILITY COMMISSION
SECRETARY'S BUREAU

Application for Motor Common Carrier of Persons in Paratransit Service

THIS APPLICATION IS TO BE USED FOR COMMON CARRIER PASSENGER SERVICE WHEN PROVIDING TRANSPORTATION ON A NONEXCLUSIVE, ADVANCE RESERVATION BASIS.

1. **Legal Name of Applicant** (Individual, Partnership or Corporation)

Petra General Trading, LLC

- If you are an individual who has not formed any type of corporate entity, you should enter your name *as it will appear on your insurance documents*.
- If you are filing for a partnership, but *not a limited liability partnership*, the names of all partners must be entered on this line. Those names should be entered *as they will appear on your insurance documents*. This includes husbands and wives filing jointly.
- If you are filing for a corporate entity (corporation, limited liability company, or limited liability partnership), *even if you are the sole shareholder member*, you must enter the name exactly as it appears on the registration papers from the Corporation Bureau of the Pennsylvania Department of State.

2. **Trade Name** (Attach a copy of fictitious name registration if applicable)

Safe Trips Transportation

This is any name which you will be operating under which differs from the **LEGAL NAME OF APPLICANT**. A **TRADE NAME** is considered a **FICTITIOUS NAME** if the identity of the applicant cannot be readily determined. *EXAMPLE: John Doe is the applicant and wants to use the name "Johnboy Vans" as his trade name. People cannot readily determine that John Doe is the actual operator, therefore, the name is fictitious and must be registered as such. Trade names such as "John Doe Vans" or "J. Doe Vans" are not considered fictitious and would not have to be registered.*

3. **Do you currently hold PUC Authority?** NO **Previous Authority?** NO

If YES, at PUC No. A- 6425438

4. **Are you a business entity registered with the PA Dept. of State?** NO

If NO, you must register (see checklist on how to register)

If YES, provide your PA Corporation Bureau Entity ID Number 7527202
(See checklist and indicate type of business entity registered)

5. If either a corporation or limited liability company, please list members (LLC) or shareholders and officers (corporation).

Malek Alsmadi President

6. Mailing Address

4099 William Penn Hwy, Ste 312

Monroeville, PA 15146 Allegheny

(909) 438 5851 m.smadi@petra-us.com

This is the e-mail address to which the Commission will send all official documents issued by the Commission until further notice.

7. Physical Address (if different than mailing address. Do not use a post office box.)

"Same as Mailing Address"

City, State and Zip Code County

Same Same

The address entered here should reflect the actual location of the business. This is the address the Commission needs in order to dispatch Enforcement Officers to inspect equipment. If left blank, it will be assumed that the PHYSICAL ADDRESS is the same as the MAILING ADDRESS

8. Attorney (if applicable)

N/A

Attorney's Address E-mail Address

An attorney's name should only be entered if an attorney is filing the application for a client and the application is being sent under the attorney's cover letter.

9. Does applicant have a USDOT Number?

No Yes, at No. X

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10. **Describe the service area proposed by this application.**
(Use the space below or attach additional sheet if space provided is not sufficient).
-

* check Support Document Page(1) Point(10)

Examples:

- *To transport people whose personal convictions prevent them from owning or operating motor vehicles from points in Lancaster County to points in PA, and return.*
- *To transport people from the city and county of Philadelphia to correctional facilities in PA, and return.*
- *To transport people in wheelchair and stretcher vans from points in the city of Pittsburgh to points in Allegheny County, and return.*
- *To transport people between points in Northumberland County.*

11. **Certification:**

Applicant certifies that it is not now engaged in unauthorized intrastate transportation for compensation between points in Pennsylvania and will not engage in said transportation unless and until authorization is received from the Pennsylvania Public Utility Commission.

Applicant further certifies that it understands the requirements of the Pennsylvania Public Utility Commission, especially as they relate to safety and insurance and that it may be subject to civil penalties, suspension or cancellation of the Certificate for failure to comply with Commission requirements.

Applicant further certifies that it understands that it is subject to an annual assessment based upon its reported gross Pennsylvania intrastate revenues; said assessment to help defray expenses incurred in regulating Motor Common Carriers of Persons in Paratransit Service; and acknowledges that failure to report revenue and pay its annual assessment may result in civil penalties, suspension or cancellation of the certificate.

Verification of Application

I/We hereby state that the statement(s) made in this application is/are true and correct to the best of my/our knowledge and belief.

The undersigned understands that false statements herein are made subject to the penalties of 18 Pa. C.S. Section 4904 relating to unsworn falsification to authorities.

Malek Alsmadi
(Print Name)

[Signature]
(Signature)

09/19/2025
(Date)

The verification of the application must be completed by the applicant appearing on Line 1 of the application by the named individual, all partners if a partnership, a member (if a limited liability company), or by the President or Secretary (if a corporation).

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VERIFIED STATEMENT OF APPLICANT

THE FOLLOWING INFORMATION IS REQUIRED BY THE COMMISSION TO DETERMINE THE APPLICANT'S FITNESS TO OPERATE. STATEMENTS SHOULD BE TYPED OR PRINTED. ILLEGIBLE STATEMENTS WILL DELAY YOUR APPLICATION.

Petra General Trading, LLC

Legal Name of Applicant

Safe Trips Transportation

Trade Name, if any

4099 William Penn Hwy, Ste 312, Monroeville, PA 15146

Street Address (principal place of business)

City or Municipality

State

Zip Code

The Verified Statement of the Applicant factual details about your proposed transportation service. Your Verified Statement must answer all of the items listed below and on the following pages. Provide as much information as possible to prevent delay in processing your application. If you need more space to provide your answer, please attach additional pages identifying the appropriate item number.

1. Identify the person making the Verified Statement on behalf of the applicant. If an employee/officer of applicant is making the statement, give name, title, business address and telephone number.

Malek Alsmadi - President (909) 438-5851

4099 William Penn Hwy, Ste 312

Monroeville, PA 15146

2. List the applicant's affiliation (owner, manager, controls) with any other carrier, with the description of affiliation.

Malek Alsmadi - President

3. Describe the applicant's business experience, particularly any experience relating to the operation of a transportation service. If practical experience is lacking, please provide an explanation and description of any education or training that you believe may be relevant.

* Check Support Document page (1) point (3)

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4. Describe your facilities, record maintenance plan and your communication network. Please include a description of your physical location, to including office machines that will be utilized, and the facility to house vehicles. As a carrier of household goods in use, applicant should include a description of storage facilities, if applicable. Please include an explanation of your plan to maintain records required by the PUC, as well as normal business records. In regard to your communication network, please explain how you will receive customer requests for transportation, how you will dispatch the vehicles to fulfill the request, and how you will maintain continuous communication with your drivers.

Check Support Document Page (2) Point (4)

5. Please state the number of drivers you intend to use or hire in your business and explain why that number of drivers is appropriate for the size of the territory you will be serving. In addition, please explain:
- Your hiring standards for drivers;
 - Your system for conducting criminal background checks;
 - Your driver training program;
 - Your system for conducting driver license checks;
 - Your policies regarding alcohol and drug use by your drivers.

Check ~~Page~~ Support Document Page (3)
Point (5)

6. Please state the number of vehicles you plan to use in your business and why that number is appropriate to provide reasonable and efficient service to the territory you will be serving. If you have already obtained vehicles for your business, please list them in the chart below.

YEAR	MAKE	MODEL	SEATING CAPACITY*	VEHICLE ID #	MILEAGE
2025	Hyundai	Elantra			

*Vehicles with seating capacity of more than 15 passengers, including driver, can't be used in paratransit service.

Please check support Document
Page (3) Point (6)

7. Describe your vehicle safety program. Please include the following in your explanation:
- Your periodic vehicle maintenance plan
 - Your system for ensuring your vehicles will continuously comply with applicable Pennsylvania vehicle equipment standards (67 Pa. Code, Chapter 175).

Check Support Document Page (4)
Point (7) (a,b)

8. Please explain what steps you have taken to determine if you can obtain insurance and pay the required insurance premiums.

Our Current Insurance is ~~Active~~ ^{Active}
(Attached is a copy of certificate of
General Liability, Auto Liability, and WC insurance)
Support Document (5)

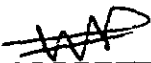
9. State whether the applicant has been convicted of a misdemeanor or felony. If applicant is partnership, limited liability partnership, corporation, or limited liability company this question applies to all members, officers, and/or shareholders. If "YES", explain.

— YES NO

10. Financial Data. Complete the "Statement of Financial Position", which follows this page. Please feel free to also provide additional information explaining why you believe you have sufficient funds to ensure your transportation business can provide reliable service to the public in a safe manner.

Verification of Statement

The undersigned deposes and says that he/she is authorized to and does make this verification and that the facts set forth therein are true and correct to the best of his/her knowledge, information, and belief. The undersigned understands that false statements herein are made subject to penalties of 18 Pa. C. S. Section 4904 relating to unsworn falsification to authorities.


(Signature)
Malek Alsmadi - President
(Name and Title, printed or typed)

09/19/2025
(Date)

DATE OF DEPOSIT

Statement of Financial Position (Balance Sheet)
 As of (date) 08/31/2025
 (Must be less than 6 months old)

ASSETS

Current Assets		
Cash	<u>20,000</u>	
Other Current Assets (specify)		
Total Current Assets		<u>20,000</u>
Tangible Assets		
Motor Vehicle Equipment	<u>65,000</u>	
Property (buildings, land, etc.)	<u>7,000</u>	
Office Equipment		
	TOTAL ASSETS	<u>\$ 72,000</u>

LIABILITIES

Current Liabilities (Due within one year of date)		
Loans	<u>25,000</u>	
Credit cards/revolving credit	<u>12,000</u>	
Other Liabilities (Attach schedule)		
Total Current Liabilities		<u>37,000</u>
Long Term Liabilities (Due after one year of date)		
Mortgage	<u>Ø</u>	
Long term commercial loan		
Other Liabilities (Attach Schedule)		
Total Long-Term Liabilities		
	TOTAL LIABILITIES	<u>37,000</u>

Equity \$35,000

Total Liability and Equity \$72,000

Support document for **Amendment Application** by adding **additional territory**
PUC No. A-6425438

10. In addition to the original authority of transport, as a common carrier, by motor vehicle, persons in paratransit service, between points in the Counties of Allegheny, Armstrong, Beaver, Butler, Fayette, Washington, and Westmoreland; and, from points in Allegheny County to points in Pennsylvania, and return. Safe Trapis Transportation is seeking to expand the service area to include transport, as a common carrier, by motor vehicle, persons in paratransit service points in Philadelphia County, Montgomery County, Bucks County, Chester County, and Delaware County, to other points in Pennsylvania and return.”

3. Safe Trips Transportation has been providing **Non-Emergency Medical Transportation (NEMT)** services since **November 2022**. The company currently operates under a valid PUC Certificate of Public Utility Commission authority, serving the **greater Pittsburgh region** with safe, reliable, and compassionate transportation.

Our team has extensive experience in:

- **Passenger Transportation Operations** – Coordinating daily trips for members to and from medical appointments, dialysis centers, hospitals, nursing homes, and private residences.
- **Fleet & Driver Management** – Maintaining a fleet of ADA-compliant vehicles, conducting regular inspections, and ensuring drivers meet PUC, FMCSA, and ADA standards.
- **Regulatory Compliance** – Adhering to Pennsylvania Public Utility Commission (PUC) requirements, FMCSA safety standards, HIPAA regulations, and ADA accessibility rules.
- **Healthcare Partnerships** – Working with brokers (MTM, Access2Care, Amercan Logistics, etc.) and directly with healthcare facilities to ensure members receive timely, dependable transport.
- **Experienced Leadership** – The company is led by **President, Malek Alsmadi**, who has hands-on experience in business management, compliance, and transportation operations, and supported by an **Drivers team, HR team, and dispatch staff**.

Safe Trips Transportation has built a reputation for professionalism, punctuality, and member-focused service. Our experience positions us well to expand operations into additional counties to meet growing demand for NEMT services.

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Support document for **Amendment Application** by adding **additional territory**
PUC No. A-6425438

4. Facilities:

Safe Trips Transportation maintains its principal office at **4099 William Penn Hwy, Ste 312, Monroeville, PA 15146**. This office is equipped with standard office machines including desktop and laptop computers, telephones, printers, scanners, and internet access to support daily operations.

The Company also utilizes secure parking facilities for housing its vehicles when not in use. Vehicles are routinely inspected, maintained, and scheduled for service at certified local garages to ensure compliance with PUC.

Record Maintenance Plan:

Safe Trips Transportation maintains all business records in both electronic and hard copy formats. Records required by the PUC, including driver qualification files, vehicle maintenance logs, trip sheets, complaint records, insurance certificates, and financial records, are stored securely using cloud-based storage systems (Google Workspace/QuickBooks Online). Personnel files, payroll records, and compliance documentation are organized and accessible for review during audits or inspections.

The Company follows a structured system of recordkeeping that ensures documents are maintained for the required statutory periods and are available upon request by the Commission.

Communication Network:

Customer requests for transportation are received through multiple channels, including:

- Telephone calls to the main office line.
- Broker/portal assignments (MTM, Access2Care, and other partners).
- Email requests from facilities.

Trips are entered into the scheduling and dispatch system (**RouteGenie**) and assigned to drivers accordingly. Dispatchers coordinate trips in real time and issue assignments electronically and by phone.

Safe Trips maintains **continuous communication with drivers** using a combination of:

- Secured Communication Software (**slack**).
- GPS-enabled dispatch software (RouteGenie).
- Two-way calling and messaging between dispatchers and drivers.
- All Vehicles are equipped with Cloud base Dash Camera Tracks Driving behaviors, and 2 ways recording inside and front of the vehicle (**SURECAM**)

Support document for **Amendment Application** by adding **additional territory**
PUC No. A-6425438

5- Number of Drivers

Safe Trips Transportation plans to employ **3 drivers** for the expanded service area, and increase ~~as~~ demand required. This number ensures adequate coverage for multiple counties, peak hours, and backup availability.

a. Hiring Standards

Drivers must be **21+ years old**, hold a valid PA driver's license with 2+ years of experience, pass a **drug test**, background check, Clear PennDOT records, and demonstrate professionalism and customer care skills.

b. Background Checks

All drivers undergo a **Background check through third party (ClearChecks)** (and National Sex Offender Search). Employment is contingent on clear results.

c. Training Program

Drivers complete **PASS, CPR/First Aid, HIPAA, ADA assistance, and defensive driving training**, plus supervised trips before working independently.

d. Driver License Checks

Motor Vehicle Records are checked **at hire and annually through third party (ClearChecks)**, with violations reviewed for corrective action.

e. Alcohol/Drug Policy

The Company has a **zero-tolerance policy**. Drivers undergo **pre-employment, random, and post-accident testing** in line with PUC/DOT rules.

6. Safe Trips Transportation plans to operate **3 vehicles** in the proposed service area. This fleet size is appropriate as start in new territory to provide reliable and efficient coverage across multiple counties, and maintain backup capacity when vehicles are out of service for maintenance. See the below Vehicles Schedule

YEAR	MAKE	MODEL	SEATING CAPACITY*	VEHICLE ID #	MILEAGE
2025	Hyundai	Elantra	5	MWR-1109	6,000
2015	Toyota	Corolla	5	MRT-7157	86,000
2017	Toyota	Sienna	4 - Wheelchair Capacity	MRT-7156	102,000

Support document for **Amendment Application** by adding **additional territory**
PUC No. A-6425438

7. a. Maintenance Plan

- **Daily inspections** by drivers (pre/post trip).
- **Biweekly office checks** for brakes, tires, lights, and securements.
- **Scheduled service** at certified garages per manufacturer guidelines.
- **Annual PA State Inspection** for every vehicle.

b. Compliance with PA Standards (67 Pa. Code, Ch. 175)

- **Pre-shift Daily check list** of safety equipment (brakes, tires, lights, lifts, belts, extinguishers, first aid kits).
- **Records of inspections and repairs** kept in vehicle files.
- **Any vehicle with a defect** is pulled from service until repaired.

Retail



17120

U.S. POSTAGE PAID
PM
MONROEVILLE, PA 15146
SEP 19, 2025

\$10.70

RDC 03

0 Lb 3.10 Oz

S2324H504237-5

FROM:

**Petra General Trading, LLC
Safe Trips Transportation
4099 Willaim Penn Hwy,
Ste 312
Monroeville, PA 15145
(412) 500 0305**

RECEIVED

SEP 22 2025

PA PUBLIC UTILITY COMMISSION
SECRETARY'S BUREAU

TO:

**SECRETARY PA PUBLIC
UTILITY COMMISSION,
400 NORTH STREET,
2ND FLOOR,
HARRISBURG, PA 17120**



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EXPECTED DELIVERY DAY: 09/22/25

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