

HUADA TRANSPORT LLC
132 CYPRUS LANE
EAST FALLOWFIELD PA 19320

DATE OF DEPOSIT

OCT -1 2025

RE: APPLICATION OF HUADA TRANSPORT LLC

PA PUBLIC UTILITY COMMISSION
SECRETARY'S BUREAU

Docket No. A-2025-3057482
Huada Transport LLC

Request for Information

To Whom it May Concern:

In response to the requested information, please see the following:

1.) Question # 10 of the Application.

A.) The proposed people being transported limits your service to only the elderly. Please review the attached list on the last page of this data request as it shows you examples of passenger carrier territories and services. Do you wish to broaden your customer base? Please make corrections with the Commission's criteria in mind.

Currently, we do not have plans to broaden our customer base. Our services are exclusively dedicated to meeting the needs of the elderly, specifically:

- To transport elders, by motor vehicle, in Paratransit service, from the counties of Philadelphia, Chester, Delaware, Bucks, and Montgomery to facilities in the counties of Philadelphia, Chester, Delaware, Bucks, and Montgomery, and return.
 - i. Primary Paratransit service will be between elder residences and adult day care facilities, and return trips.
 - ii. Secondary Services would be provided for elders between adult day care and/or residences and necessary doctor appointments, on-going care services as needed, etc.
 - iii. Transporting elders who need multilingual support (i.e., Mandarin, Cantonese, Fuzhou dialect, Taishan dialect, Kejia dialect, etc.)

- iv. Additional Paratransit service, in wheelchair vans, from the counties of Philadelphia, Chester, Delaware, Bucks, and Montgomery to facilities in the counties of Philadelphia, Chester, Delaware, Bucks, and Montgomery, and return for elders who require specialized transport.

B.) Your proposed service area is unclear. Your requested territory must have boundaries.

This may be achieved by using county / counties names. Specify areas from which you wish to originate service. Please make corrections with the Commission's criteria in mind.

To transport elders, from points in the counties of Philadelphia, Chester, Delaware, Bucks, and Montgomery to points in the counties of Philadelphia, Chester, Delaware, Bucks, and Montgomery, and return.

2.) Question #5 of the Verified Statements.

Provide compliant policies that satisfy the requirements of 52 Pa Code with revision to the specific chapters below.

A.) § 29.503. Age restrictions. (minimum age): Will drivers be at least a certain minimum age?

All drivers employed must be at least 25 years of age at the time of hire. For details, please see attached Policies and Procedures document Appendix A.

B.) § 29.504. Driver's license checks. (schedule): How often will this be done?

Driver's license checks will be obtained at the time of hire and every 12 months from the date of the last report. For details, please see attached Policies and Procedures document Appendix B.

C.) Criminal history. (schedule): How often will this be done?

Criminal history will be checked prior to hire and every 2 years from the date of the last criminal history check. For details, please see attached Policies and Procedures document Appendix C.

D.) Finally, explain your policy regarding your driving training program beyond saying one will be offered and completed.

Please See attached Policies and Procedures document Appendix D.

3.) Question #7 of the Verified Statement.

Please submit your vehicle trip inspection checklist.

Please see attached Policies and Procedures document Appendix E.

4.) The Statement of Financial Position (Balance Sheet).

Please submit a bank account statement in the LLC's name verifying the Balance Sheet's cash assets (account numbers may be redacted).

- At this point it is expected that the applicant's account is now filled and ready to commence operations with the ability to provide safe, efficient, and reliable service.

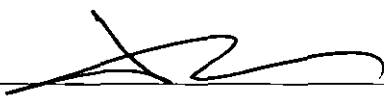
Please see attached Appendix F.

Verification of Statement

In Accordance with 52 Pa Code § 1.36

I, Mike Ou, hereby state that the facts above set forth are true and correct to the best of my knowledge, information and belief, and that I expect to be able to prove the same at a hearing held in this matter. I understand that the statements herein are made subject to the penalties of 18 Pa.C.S. § 4904 (relating to unsworn falsification to authorities).

Name and Title Mike Ou, CEO

Signature  Date 09/25/2025

DATE OF DEPOSIT

OCT -1 2025

PA PUBLIC UTILITY COMMISSION
SECRETARY'S BUREAU

ATTACHMENTS:

Appendix A
Appendix B
Appendix C
Appendix D
Appendix E
Appendix F

DATE OF DEPOSIT

OCT -1 2025

**PA PUBLIC UTILITY COMMISSION
SECRETARY'S BUREAU**

Huada Transport



DATE OF DEPOSIT

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PA PUBLIC UTILITY COMMISSION
SECRETARY'S BUREAU

Policies & Procedures

OCT -1 2025

PA PUBLIC UTILITY COMMISSION
SECRETARY'S BUREAU

Appendix A

Huada Transport Policies and Procedures	HD
Section 4: Human Resources	
Policy Title: Age Restrictions	Policy Number: 4.1
	Effective Date:
	Revision Date:

Age Restrictions

INTRODUCTION

This policy establishes comprehensive guidelines and procedures for driver age restrictions in Huada Transport, ensuring full compliance with 52 Pa Code § 29.503 as set forth by the Pennsylvania Public Utility Commission. The regulation defines specific age standards for paratransit drivers to safeguard public welfare, promote professionalism, and guarantee reliable service.

SCOPE

This policy is applicable to every driver employed or contracted by Huada Transport. It incorporates protocols for age verification, compliance monitoring, and enforcement, and mandates adherence by all drivers, supervisors, and relevant administrative staff involved in recruitment, scheduling, or oversight.

POLICY

All drivers must meet the minimum age requirements specified in 52 Pa Code § 29.503. No individual shall operate a paratransit vehicle unless they satisfy the legal age criterion and all other qualifications as outlined herein.

- All drivers with Huada Transport must be at least 25 years of age prior to assuming driving responsibilities.
- Acceptable proof of age includes a valid driver's license, state-issued identification card, passport, or birth certificate, which must be submitted before employment or contracting.
- Any driver found to be under the age of 25 while operating a paratransit vehicle will be immediately removed from service and subject to disciplinary action, up to and including termination.

PROCEDURE

Verification of Age

- All applicants must submit proof of age during the application process.
- The Human Resources Department is responsible for verifying all submitted documents, which must be retained in the employee's personnel file for no less than 3 years.

Interview and Selection

- Applicants who meet the age requirement will be considered further, subject to additional screening such as driving record reviews, criminal background checks, drug tests, and assessment of relevant experience.

Ongoing Monitoring

- Annual qualification reviews for drivers will include re-verification of age through examination of driver's license records.

Compliance and Enforcement

Supervisor Responsibilities

- Supervisors and dispatchers must ensure that only qualified drivers are scheduled, strictly enforcing all age-related requirements.
- Supervisors knowingly assigning underage drivers may face disciplinary action.

Reporting Violations

- Any employee, passenger, or member of the public suspecting that a driver is underage may confidentially report the matter to Human Resources or the Compliance Office.
- All reports will be promptly investigated, and appropriate corrective action will be taken.

Documentation and Recordkeeping

- Copies of age verification documents must be maintained in driver's personnel files throughout employment and for three years thereafter.
- Records of compliance reviews and disciplinary actions related to age violations will be kept by Human Resources.
- All documentation shall be available for review by regulatory authorities during audits or inspections.


REVIEW AND REVISION OF POLICY

- The Compliance Office will review this policy annually and revise as necessary to maintain alignment with state regulations and best practices.
- Any updates to 52 Pa Code § 29.503 or related statutes will trigger immediate policy review and revision.

REFERENCES

- 52 Pa Code § 29.503, Age-Restrictions
- Pennsylvania Public Utility Commission Regulations, Title 52

Appendix B

Huada Transport Policies and Procedures	
Section 4: Human Resources	
Policy Title: Driver History	Policy Number: 4.2
	Effective Date:
	Revision Date:

Driver History

INTRODUCTION

The objective of this policy is to ensure that all drivers operating Huada Transport paratransit services comply fully with the standards set forth in 52 Pa. Code § 29.504 regarding driver history. This policy establishes clear procedures for screening, ongoing review, documentation, and management of driver histories, with a commitment to maintaining the highest levels of safety, integrity, and regulatory adherence.

SCOPE

This policy is applicable to all drivers operating Huada Transport paratransit services, including employees, contracted operators, and independent contractors entrusted with the operation of vehicles under Huada Transport's authority.

POLICY

All individuals engaged as drivers for Huada Transport paratransit services must satisfy the requirements established by 52 Pa. Code § 29.504 related to driver history. Huada Transport shall implement and maintain a systematic process for the verification, documentation, and periodic review of the driver's histories of all operating personnel.

PROCEDURE

Driver Screening and Selection

- Before the commencement of employment or contractual engagement, each driver is required to submit a comprehensive and current driver history record and, if applicable, from all states in which the individual has held a license within the past three years.
- Driver history records must be procured directly from authorized sources and not solely from the applicant or driver.

- The history record must verify the possession of a valid driver's license appropriate for the specific class of vehicle used in paratransit operations.
- Applicants must not possess any disqualifying offenses, as determined by applicable statutes and company policy, including but not limited to convictions for driving under the influence, reckless driving, or felonies involving motor vehicles.
- Applicants must not have a driver's license that is currently suspended, revoked, or cancelled.

Periodic Review of Driver History

- Huada Transport shall conduct at minimum an annual review of each driver's history to ensure ongoing compliance with 52 Pa. Code § 29.504 and company standards.
- All drivers are required to provide up-to-date driver history records upon request and at least annually.
- Drivers licensed in multiple jurisdictions must furnish current records from each relevant state.
- Drivers must report any changes in license status, including suspensions, revocations, or new convictions, to Huada Transport within 48 hours of occurrence.

Recordkeeping and Documentation

- Huada Transport is responsible for maintaining secure, comprehensive files for each driver, comprising all driver history records, annual review documentation, and related correspondence concerning compliance.
- Records must be retained for a minimum of three years following the end of the driver's tenure or as otherwise required by law.
- Driver history records shall be made available for inspection by regulatory authorities upon reasonable request.

Disqualifying Offenses and Corrective Actions

- Any driver found to have falsified their driver history or failed to report pertinent changes in status will be immediately removed from service pending the outcome of an investigation.
- Disqualifying offenses include, but are not limited to: driving under the influence, reckless driving, leaving the scene of an accident, vehicular assault, operating without a valid license, or repeated moving violations.
- Huada Transport reserves the right to suspend or terminate drivers for conduct that is inconsistent with the standards of 52 Pa. Code § 29.504 or company policy.
- All corrective actions and their resolutions must be thoroughly documented.

Driver Responsibility

- Drivers are required to maintain a valid operator's license and a clean driving record in compliance with applicable laws and company standards.
- Drivers must promptly notify the company of any citations, convictions, or changes to licensing status, including suspensions or revocations.
- Drivers are obligated to adhere to all legal requirements and regulations governing vehicle operation and personal conduct.

Company Responsibility

- Huada Transport is responsible for establishing and implementing effective screening and review protocols to ensure compliance with 52 Pa. Code § 29.504.
- Relevant personnel shall be trained in the proper review and interpretation of driver history records.
- Huada Transport shall maintain a current roster of disqualifying offenses and update internal procedures in response to changes in applicable laws or regulations.

Compliance with Other Laws and Regulations

- This policy supplements all relevant state and federal regulations governing commercial and paratransit driver qualifications; it does not replace any such requirements.
- Huada Transport shall ensure that all drivers meet any additional obligations imposed by the Americans with Disabilities Act (ADA), Department of Transportation (DOT), Federal Motor Carrier Safety Administration (FMCSA), and other regulatory bodies as appropriate.

Audit and Quality Assurance

- Huada Transport will conduct regular audits of driver history records, selection processes, and compliance documentation to confirm ongoing adherence to this policy.
- Instances of non-compliance will result in corrective actions, including possible retraining and disciplinary measures as warranted.

Confidentiality

- Driver history information shall be managed as confidential personnel data and disclosed only as required by law or regulation.
- All records will be securely stored and access restricted to authorized personnel.


REVIEW AND REVISION OF POLICY

- This policy shall be reviewed on an annual basis and revised as necessary to ensure continued compliance with applicable statutes, regulations, and industry best practices.
- All updates will be communicated appropriately and reflected in company training materials.

REFERENCES

- 52 Pa Code § 29.504, Driver History
- Pennsylvania Public Utility Commission Regulations, Title 52

Appendix C

Huada Transport Policies and Procedures	
Section 4: Human Resources	
Policy Title: Criminal History	Policy Number: 4.3
	Effective Date:
	Revision Date:

Criminal History

INTRODUCTION

This policy establishes clear procedures and requirements for reviewing criminal history records of all individuals in Huada Transport. It ensures full compliance with 52 Pa Code § 29.505 and upholds the safety and security of passengers and staff.

SCOPE

This policy applies to all individuals working for Huada Transport, including both direct employees and independent contractors engaged under contractual agreements.

DEFINITIONS

- **Criminal History Report:** An official record of convictions obtained from the Pennsylvania State Police (PSP), the Federal Bureau of Investigation (FBI), or other recognized law enforcement agencies.
- **Conviction:** A determination of guilt, including a plea of guilty or nolo contendere, regardless of adjudication or sentencing.
- **Disqualifying Offense:** Any offense that, by law or company policy, renders an applicant or driver ineligible for service.

POLICY

To comply with Pennsylvania regulations and industry best practices, all current and prospective employees including drivers must undergo a criminal background check. The company reserves the right to disqualify individuals from service based on certain convictions, as detailed herein.

PROCEDURE

1. Criminal History Background Check

- All applicants must complete and pass a criminal history background check prior to commencing employment.

- Checks will include, at minimum, a search of the Pennsylvania State Police Criminal History Repository and, as applicable, the FBI database for every other state in which the individual has resided during the preceding 24 months.
- Additional checks may be conducted as required by law or company discretion.
- Background checks must be completed prior to initial service and repeated at least every two years from the date of the last criminal history check.

2. Review and Evaluation Process

- Authorized personnel will review all criminal history reports to determine eligibility for employment or continued service.
- Convictions from any jurisdiction will be evaluated under this policy.
- The review will consider the nature and severity of offenses, the time elapsed since conviction, and evidence of rehabilitation.
- A criminal record is not an automatic disqualification except as specified by law or this policy.

3. Disqualifying Offenses

- Per 52 Pa Code § 29.505, an applicant or driver will be disqualified for convictions of:
- Felony or first/second degree misdemeanor offenses under 18 Pa.C.S., such as crimes against persons, property, public order, drug offenses, fraud, or dishonesty.
- Crimes of violence, sexual offenses, or offenses involving endangerment of children or corruption of minors.
- Felony or misdemeanor DUI convictions within the past seven years.
- Reckless driving convictions resulting in injury or death.
- Any offense prohibiting operation of a motor vehicle for hire under state or federal law.

Convictions for disqualifying offenses at any time preclude employment or continued service unless otherwise permitted by law.

4. Notification of Rights

- Applicants and employees will receive written notification that a criminal background check is required for employment or continued engagement.
- Individuals may request a copy of their criminal history report and dispute its accuracy if necessary.

5. Confidentiality and Data Management

- All criminal history information will be stored securely and remain accessible only to authorized personnel.
- Such information will be used exclusively to determine eligibility.

- A copy of the criminal history shall be maintained for at least 3 years.
- Unauthorized disclosure of criminal history records is strictly forbidden and may result in disciplinary action.

6. Appeals Process

- Disqualified applicants or drivers may request an appeal within 30 days of notification.
- An appointed appeals panel will review all relevant details, including evidence of rehabilitation or mitigating circumstances.
- Appeal decisions are final, subject to applicable legal rights.

7. Duty to Report

- All drivers must notify the company in writing within five days of any new arrest, charge, or conviction.
- New criminal matters will be reviewed in accordance with this policy and relevant laws.


REVIEW AND REVISION OF POLICY

This policy will be reviewed annually and revised as needed to ensure ongoing compliance with all state and federal regulations, including updates to 52 Pa Code § 29.505.

REFERENCES

- 52 Pa Code § 29.505: Criminal history
- Pennsylvania State Police Criminal History Record Information Act
- All relevant federal, state, and local laws

Appendix D

Huada Transport Policies and Procedures	
Section 4: Human Resources	
Policy Title: Driving Training Program	Policy Number: 4.4
	Effective Date:
	Revision Date:

Driver Training Program

INTRODUCTION

This policy sets forth the standards, procedures, and requirements for the training, evaluation, and certification of drivers with Huada Transport. Its primary objective is to ensure that all drivers possess the requisite qualifications, knowledge, and skills to deliver safe, efficient, and professional transportation to individuals with disabilities and other eligible passengers.

SCOPE

This policy is applicable to Huada Transport all drivers, including full-time, part-time, and contracted personnel operating vehicles under the auspices of the company.

POLICY

Huada Transport shall establish, implement, and continuously maintain a robust driver training program that meets or exceeds the requirements. Completion of initial and ongoing training is mandatory prior to the operation of any paratransit vehicle.

PROCEDURE

Training Program Components

The training program shall encompass the following modules:

- A. Orientation: Introduction to company mission, core values, and driver expectations.
- B. Defensive and Safe Driving Techniques
 - Instruction in safe driving methods, hazard perception, traffic law compliance, and accident prevention.
 - Operational training for all vehicle types, including wheelchair-accessible vans.

- Simulated practice in adverse weather, high-traffic environments, and emergency scenarios.
- Familiarization with the service area, major destinations, and navigation protocols.

C. Elderly Passenger Care

- Education on the physical and cognitive challenges faced by elderly passengers, including mobility, sensory, and memory impairments.
- Guidance on assisting with boarding, seating, and exiting vehicles.
- Training in assisting passengers with disabilities, proper use of mobility aids including wheelchairs and scooters, and securement systems.
- Instruction in respectful communication and active listening.

D. Emergency Response and Incident Management

- Practical training for vehicle breakdowns, accidents, and medical emergencies, and evacuation.
- Use of emergency equipment, including first aid kits, fire extinguishers, and communication devices.
- Procedures for proper incident reporting and documentation in accordance with internal and regulatory standards.

E. Customer Service and Professionalism

- Emphasis on a patient-centered approach to service delivery.
- Sensitivity training regarding cultural, linguistic, and interaction with a diverse ridership.
- Approaches for resolving complaints and managing challenging situations professionally and respectfully.

F. Regulatory Compliance

- Instruction in laws and regulations pertaining to elderly transportation, such as ADA, HIPAA, and relevant local statutes.
- Responsibilities regarding confidentiality and safeguarding of personal information.
- Upholding ethical standards in the care and transportation of vulnerable populations.

Training Delivery and Documentation

- Instruction shall be delivered by qualified trainers, utilizing in-person and/or approved virtual platforms.
- Comprehensive training records shall be maintained in each driver's personnel file for a minimum of three years.
- Documentation must reflect the date, duration, subject matter, trainer signature, and driver confirmation of completion.

Evaluation and Testing

- Evaluations will measure proficiency in safe driving, ADA compliance, emergency management, and customer service.
- Annual refresher training and re-evaluation are required, or as necessary following incidents or regulatory changes.

Ongoing Training and Professional Development

- Drivers shall participate in continuing education to ensure that their skills and knowledge remain current.
- Annual refresher courses will cover defensive driving, passenger assistance, and emergency procedures.
- Additional modules will be offered as needed to address new technologies, equipment, or regulatory updates.

Corrective Action and Remediation

- Drivers failing any component or involved in preventable incidents must complete remedial training and re-assessment before resuming duties.
- Persistent deficiencies may result in disciplinary measures, up to and including termination, consistent with company policies and applicable labor agreements.

Program Review and Continuous Improvement

- The training program shall be subject to annual review by management, incorporating feedback from staff, passengers, and regulatory bodies.
- Input from drivers and riders will be systematically evaluated to identify areas for improvement.

REFERENCES

- 52 Pa. Code (Pennsylvania Public Utility Commission Regulations)
- Americans with Disabilities Act (ADA)

Appendix E

Vehicle Trip Inspection Checklist

INTRODUCTION

In Pennsylvania, the Public Utility Commission (PUC) governs paratransit operations under 52 Pa. Code, which establishes the standards for vehicle maintenance and safety. To meet regulatory requirements and ensure passenger safety, it is essential to perform a comprehensive pre-trip inspection before every trip. The following checklist is structured to satisfy the regulatory requirements and must be completed prior to each trip.

GENERAL INSPECTION GUIDELINES

- All inspections must be performed by qualified personnel prior to vehicle operation.
- Identified deficiencies must be addressed and resolved before the vehicle is placed into service.
- Documentation should include the date, time, inspector's name, vehicle identification, and observations regarding each checklist item.

PRE-TRIP VEHICLE INSPECTION CHECKLIST

- Vehicle Identification Number (VIN)
- License plate and registration number
- Valid Commercial Vehicle Insurance
- Year, make, and model
- Odometer reading
- Driver's name and employee identification number
- Date and time of inspection

Exterior Inspection

- Body: Free from sharp edges, cracks, broken parts, or protrusions that may pose a safety risk.
- Windows and Windshields: No cracks, chips, excessive tint, or obstructions; all glass must be clean and securely installed.
- Mirrors: Clean, properly adjusted, securely mounted, and not damaged.
- Lighting: Ensure all headlights (high/low beam), tail lights, brake lights, turn signals, hazard lights, and clearance/marker lamps are fully operational with intact lenses.
- Reflectors: Present and undamaged.
- License plates: Clearly visible, securely attached, and display current registration.
- Windshield wipers and washer fluid: Wipers in good condition; washer reservoir filled.

- Tires and wheels: Must have four matching wheel covers; Tires must be properly inflated; lug nuts secure and free of rust; free of damage.
- Ramps/lifts: No damage; fully functional with clean, slip-resistant surface; properly stowed when not in use.
- Steps and handrails: secured, nonslip, and hazard-free.
- Doors: Operate smoothly, seal properly, and open and close securely.
- Exhaust system: Free of leaks, holes, and excessive noise; properly mounted and clear of combustible materials.
- Fluid leaks: No evidence of oil, coolant, fuel, or other fluid leaks beneath the vehicle.
- Wheelchair securement devices: Inspected for damage, functionality, and secure installation.
- Advertising: Must be securely fastened and not block the driver's field of vision.

Interior Inspection

- Seats and restraints: All seats securely anchored and not damaged; seatbelts and restraints present, operable, and undamaged.
- Flooring: Clean, slip-resistant, free of debris, holes, or loose coverings.
- Handrails and grab bars: Secure, free of sharp edges, and appropriately positioned for passenger safety.
- Interior and stepwell lighting: All lights operational.
- HVAC: Heating, ventilation, and air conditioning systems functional for current conditions.
- Emergency exits: Clearly marked, unobstructed, and operable; alarms tested if equipped.
- Fire extinguisher: Present, fully charged, securely mounted, and accessible; inspection tag current.
- First aid kit: Fully stocked and accessible.
- Two-way communication device: Functional and readily accessible (e.g., cell phone or radio).
- Personal protective equipment (PPE): Adequate supply (gloves, masks, etc.) available for operational needs.
- Wheelchair/mobility aid spaces: Clear, and securement systems operational.
- Lift/ramp interlocks: Properly functioning to prevent vehicle movement during use.
- Securement belts and devices: Present, fully functional, and in good condition.
- Passenger assistance devices: Stowable steps, kneeling mechanisms, and related features operational.
- Smoking is prohibited.

Mechanical Inspection

- Brake system: Adequate pedal pressure; absence of abnormal noise, leaks, or warning lights; parking brake effective on inclines.
- Steering: Free movement without excessive play; no unusual noises or difficulty turning.
- Horn: Operational and audible from outside the vehicle.
- Instrument panel: All gauges and warning indicators operational and clearly readable.
- Engine: Starts and idles smoothly; no excessive noise, vibration, or warning alarms.
- Transmission: Shifts smoothly; no slipping or jerking.
- Battery: Securely mounted; terminals clean and corrosion-free; sufficient charge.
- Fluid levels: Verify engine oil, transmission fluid, brake fluid, power steering, coolant, and windshield washer levels; replenish as needed.

Accessibility Features Checklist

- Wheelchair ramp and/or lift: functional and unobstructed.
- Securement systems: For wheelchairs and mobility aids—check belts, hooks, and locks for proper function and wear.
- Step heights: Compliant with accessibility standards; no excessive rise or unevenness.
- Signage: All required markings and instructions (including Braille and large print where applicable) present, legible, and unobstructed.
- Public address or announcement systems: Functional, especially for communication with passengers with vision or hearing impairments.
- Lighting: sufficient for safe boarding and alighting, especially in low-light conditions

Safety Equipment Checklist

Verify the presence and readiness of all mandatory safety equipment:

- Fire extinguisher: properly rated, charged, and accessible
- First aid kit: stocked according to state requirements
- Spill kits: available for handling biohazards or passenger incidents
- Reflective triangles or warning devices: present and functional
- Flashlight: operational with spare batteries
- Personal protective equipment: gloves, masks, and other items as needed

End-of-Trip Checklist

- Passenger compartment inspected for cleanliness and left belongings
- Wheelchair and mobility equipment returned to passengers
- Vehicle damage and maintenance issues reported and documented
- Post-trip inspection for newly arising issues

- Trip data logged: mileage, service hours, incidents

Corrective Action and Reporting

- All safety defects discovered during inspection must be addressed before vehicle operation.
- Vehicles with major mechanical or accessibility deficiencies must be removed from service until repairs are completed.
- Minor, non-safety issues should be noted with a designated timeline for corrective action.

Documentation and Recordkeeping

All inspections must be thoroughly documented, signed, and dated. Records should be maintained in accordance with state requirements and company policy for audit and regulatory review. Any deficiencies discovered during inspection must be reported and remedied prior to vehicle operation.

REFERENCES

- 52 Pa Code § 29.403. Requirements for passenger service operation
- 52 Pa Code § 29.402. Relating to vehicle equipment requirements
- Pennsylvania Public Utility Commission Regulations, Title 52

Letter of Reference

Date: OCTOBER 1, 2025

To Whom It May Concern:

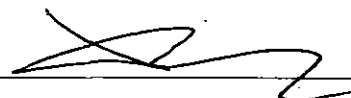
As requested by the customer indicated below, this letter confirms the following account information at Citizens:

Account Title: HUADA TRANSPORT LLC		
Account Open Date: 08/22/2025	Account Type: CLEARLY BETTER BUSINESS CK# 3443	Customer Available Balance: \$336,131.35

Account Title:		
Account Open Date:	Account Type:	Customer Available Balance:

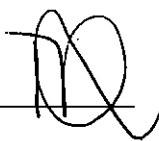
Account Title:		
Account Open Date:	Account Type:	Customer Available Balance:

Account Title:		
Account Open Date:	Account Type:	Customer Available Balance:

Customer's Signature: 

This letter is intended merely to describe current account information and does not constitute a Citizens guarantee.

Sincerely,

TIFFANY RIVERA 
Colleague Name
CITIZENS BANKER
Colleague Title
COTTMAN AVE
Branch Location

DATE OF DEPOSIT

OCT - 1 2025

**PA PUBLIC UTILITY COMMISSION
 SECRETARY'S BUREAU**

[Back to Account Summary](#)

Account Overview

Account

Huada Transport LLC *3443

DATE OF DEPOSIT

Available Balance: **\$336,131.35**

OCT -1 2025

Paperless Settings: ^

Statements: [Enrolled](#)

PA PUBLIC UTILITY COMMISSION
SECRETARY'S BUREAU

[Transactions](#) [Account Details](#) [Account Services](#)

Account Type: **Clearly Better Business Checking**

Routing Number: **036 076 150**

Account Nickname: **Huada Transport LLC**

Last Statement Balance: **\$1,500.00**

Account Number: ***3443** [Show](#)

Last Statement Date: **08/31/2025**

Company

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Account Overview

Account

Huada Transport LLC #3443

Available Balance: i \$336,131.35

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Statements: [Enrolled](#)

[Transactions](#) [Account Details](#) [Account Services](#)

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Pending

Hold	\$49,725.00
Funds on Hold	

October 1, 2025

Dda Credit	+\$148,000.00
Online Transfer	\$336,131.35

September 30, 2025

Cash Dep/currency Orders \$7,220- \$5,000 Free \$5.55	-\$5.55
Service Charge	\$188,131.35

Dda Deposit	+\$50,000.00
Deposit	\$188,136.90

September 29, 2025

Wire Transfer Fees	-\$18.00
Service Charge	\$138,136.90

Wire Transfer Fees	-\$18.00
Service Charge	\$138,154.90

Bj Kitchen Floor Inc	+\$30,000.00
Domestic Wire Transfer	\$138,172.90

Mei Lu
Domestic Wire Transfer

+\$50,000.00
\$108,172.90

Dda Deposit
Deposit

+\$7,220.00
\$58,172.90

Dda Deposit
Deposit

+\$50,000.00
\$50,952.90

September 26, 2025

Check #101
Check | [View](#)

-\$450.00
\$952.90

September 12, 2025

Usps Po 417080 Ridley Park Pa 6226
POS Debit

-\$31.40
\$1,402.90

September 3, 2025

Deluxe Check Check/acc.
Preauthorized Debit

-\$30.50
\$1,434.30

September 2, 2025

Fedex Offic931 Exton Pa 6226
DBT Purchase

-\$35.20
\$1,464.80

August 22, 2025

Dda Deposit
Deposit

+\$1,500.00
\$1,500.00

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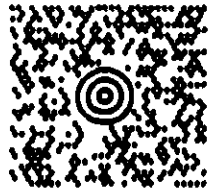
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HUADA TRANSPORT LLC
(267) 207-1688
132 CYPRUS LANE
EAST FALLOWFIELD PA 19320

1 LBS 1 OF 1
SHP WT: 1 LBS
DWT: 15.12.1
DATE: 01 OCT 2025

SHIP MATTHEW L. HOMSHER, SECRETARY
TO: COMMONWEALTH KEYSTONE BUILDING
PENNSYLVANIA PUBLIC UTILITY COMM
400 NORTH ST

HARRISBURG PA 17120



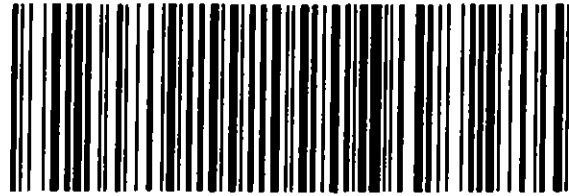
PA 172 9-24



UPS NEXT DAY AIR

1

TRACKING #: 1Z EF8 682 01 6327 6851



BILLING: P/P RECEIVED

OCT - 2 2025

REF #: AG 10-1-25

PA PUBLIC UTILITY COMMISSION
SECRETARY'S BUREAU



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To: PUC MASTER

Agency PUC

Floor

External Carrier: UPS 1 DAY AIR



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