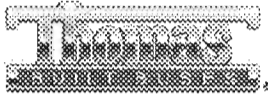


RECEIVED

By Recall Mgt Div. at 7:42 am, Nov 20, 2009



Product Recall

To: ALL DEALERS

From: TRACY SAUERBREY – WARRANTY/RECALL DEPARTMENT

Subject: RECALL 09V-219 – Emergency Exit Window Release Mechanism

Date: November 10, 2009

Enclosed are copies of the customer notification letter and the repair procedures for Recall 09V-219. This recall involves certain Minotour model buses manufactured between February 5, 2003 and July 3, 2008. The non-conformity involves the emergency window release handle. Vehicles with certain seat back and window combinations may be configured such that the emergency window release mechanism is located outside of the low-force region specified by FMVSS 217.

This is a universal notification sent to all dealers. You may or may not have customers in your area affected by this recall. If owners in your area are subject to this recall, we have enclosed a printout listing those customers' names and addresses. If there is not a printout enclosed according to our records there are no units in your area involved. **If you have a printout and any of the units on it are still in your possession it is your responsibility to ensure the recall is performed before the unit is delivered to the customer.**

The remedy will consist inspecting for the two inch minimum requirement and possibly one of three different repairs. The labor allowance is .1 per window for inspection (SRT 90-98), 1.3 per window for Relocation of emergency window (SRT 90-99), .5 per window for Replacing vertical P/O with horizontal P/O (SRT 90-100), .5 per window for replacing vertical P/O with vertical P/O reversed handle (SRT 90-101). Your Thomas Built Bus District Service Manager will be contacting you to arrange for parts delivery. **DO NOT ORDER PARTS until you have spoken to your DSM.**

Thomas Built Buses has elected to notify all customers directly. Your customers will be contacting you to schedule an appointment for repairs. Reimbursement for labor, (if requested) may be obtained by filing a warranty claim.

If you know of any customers who own or operate a Thomas bus in this recall, whose name and address is NOT listed or is INCORRECTLY listed on the enclosed printout, please promptly notify Thomas Built Buses of that additional information in writing. Thank you for your cooperation and assistance.

Tracy

Enclosures: Customer Letter Repair Procedure Printout (if applicable)



November 17, 2009

Recall 09V-219

This notice is sent to you in accordance with the requirements of the National Traffic and Motor Vehicle Safety Act. Thomas Built Buses, Inc. has decided that certain Minotour model buses manufactured between February 5, 2003 and July 3, 2008 fail to conform to the requirements of Federal Motor Vehicle Safety Standard No. 217, "Emergency Push-out Window Release Handle Clearance Requirements". These units are identified on the enclosed postcard (Form PSD 304).

The non-conformity involves the emergency window release handle. Vehicles with certain seat back and window combinations may be configured such that the emergency window release mechanism is located outside of the low-force region specified by FMVSS 217. In the event of an emergency evacuation, improperly located emergency exit release mechanisms may delay evacuation and increase the risk of personal injury to vehicle occupants.

You should immediately contact your Thomas Built Buses dealer for an appointment to have your vehicle modified. Thomas will remedy this defect without charge. The remedy will consist of inspecting for the two inch minimum requirement and possibly one of three different repairs, including relocation of emergency window, replace vertical push-out with horizontal push-out or replace vertical push-out with vertical push-out, reversed handle. It will take approximately up to 1.3 hour per window according to which procedure is needed. To arrange for repairs, contact your local Thomas Built Buses dealer. After the repair is made, please complete each postage paid card separately and return it to Thomas Built Buses to verify completion.

In addition to being used to verify repair completion, the postcard must be completed and returned if the vehicle does not need repair, if you no longer own the vehicle, or the vehicle identified on the postcard has been exported, stolen, or destroyed/totaled. Federal law requires that any vehicle lessor receiving the recall notice must forward a copy of this notice to the lessee within 10 days.

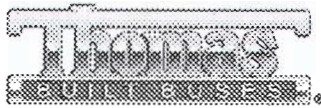
If you have had your vehicle repaired due to this defect prior to receipt of this notice and you have incurred any costs, you may be eligible for reimbursement. For further information, please contact the Customer Support office at (336) 889-4871, 8 a.m. to 5 p.m. eastern standard time Monday through Friday. To find a dealer in your area please go to www.thomasbus.com.

If the defect is not remedied without charge and within a reasonable time which is not longer than 60 days after you tender the vehicle for repair, also please contact the Customer Support Office at (336)889-4871. You may also submit a complaint to the Administrator, National Highway Traffic Safety Administration, 1200 New Jersey Avenue, S.E., Washington, DC 20590, or phone the Vehicle Safety Hotline at 1-888-327-4236 (TTY: 1-800-424-9153) or go to <http://www.safercar.gov>. If your vehicle is involved in the Canadian portion, you may notify the Manager, Recall and Public Compliance, Road and Motor Vehicle Traffic Safety Branch, Transport Canada, Ottawa, Ontario or phone (613)993-9851

Sincerely,

Tracy Sauerbrey
Warranty/Recall Department

Enclosure



RECALL #09V-219

MODEL: MINOTOUR

SUBJECT: EMERGENCY EXIT WINDOW RELEASE MECHANISM

DATE: NOVEMBER 9, 2009

PAGE: 1 OF 8

IMPORTANT: READ ENTIRE PROCEDURE BEFORE BEGINNING.

Inspection:

A minimum of two inches is required between an emergency push-out release handle and the adjacent seat. Check to see if your push-out window release handles are within the two inch minimum requirement.

If the handles have two inches or more clearance to the closest portion of the seat, action is not required.

If the handles are closer than two inches to any portion of the seat, continue with this repair. **Figure 1**

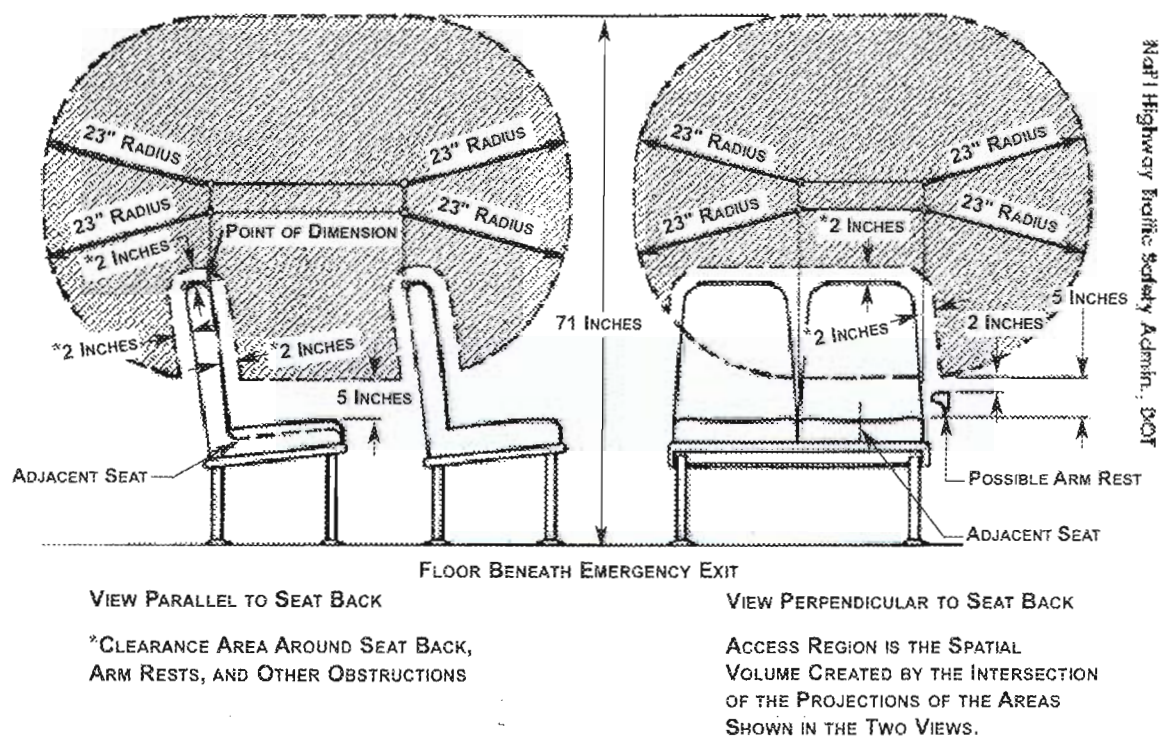


FIGURE 1 - LOW-FORCE ACCESS REGION FOR EMERGENCY EXITS HAVING ADJACENT SEATS

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REPAIR PROCEDURE

PROCEDURE #1 – RELOCATION OF THE EMERGENCY WINDOW

1. **IMPORTANT:** Before you begin relocating the Push-out window, verify that the new location will have the minimum two inches of clearance required between the release handle and the closest part of the seat.
2. Remove the curtain box clips and window header trim. **Figure 2**
3. Remove the four window mounting clips that retain both windows in the openings.

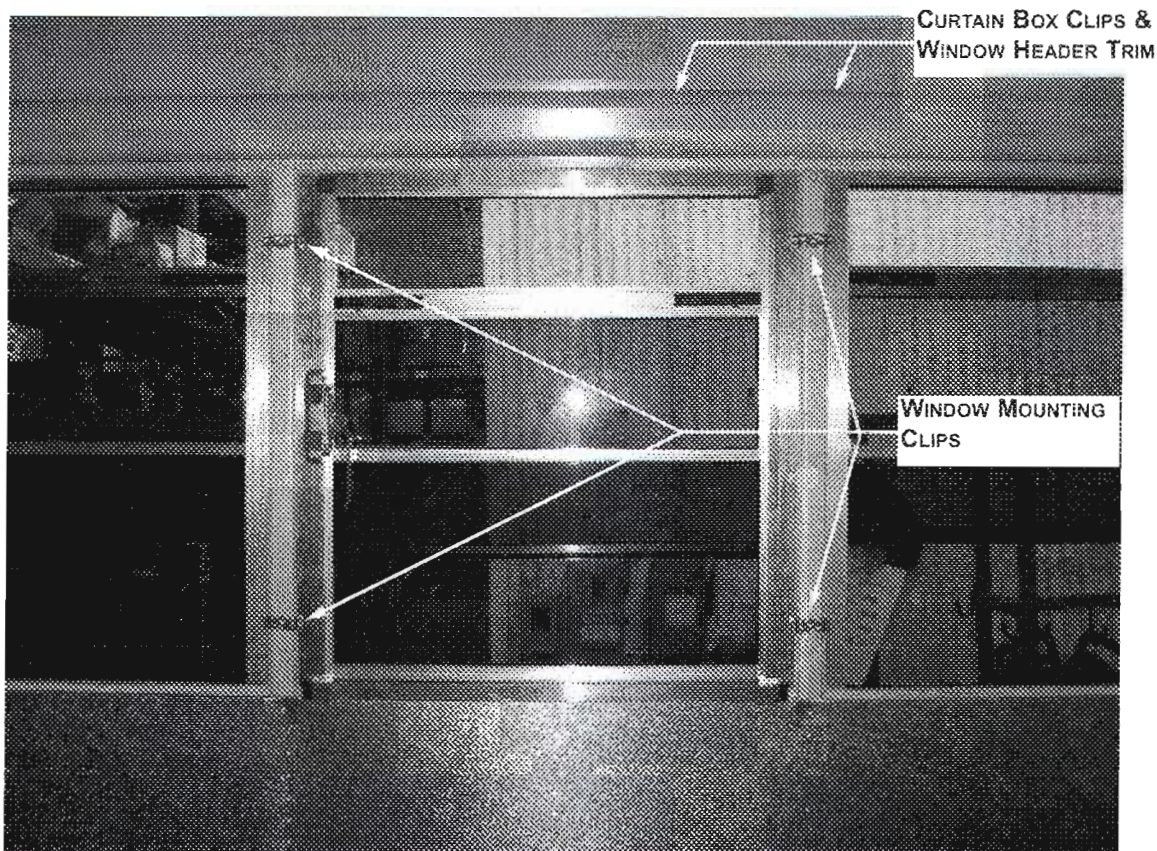


FIGURE 2

4. Cut the sealant around the top, bottom, and sides of the two windows. This needs to be done to the inside and outside of the windows.

Note. There is no sealant at the inside, bottom of the push-out window.

5. Lower the slider sash. Pull the top of the window frame inside the unit, so that the top of the frame clears the window header. **Figure 3**
6. Cut the push-out window switch wire at the splice.



FIGURE 3

7. Lift the windows up and out of the openings.
8. Cut away any remaining raised sealant that may interfere with reinstalling the windows. Check the opening and window frame.
9. Inside the pilaster flange, on the handle side of the window, **(taking care to keep drill from contacting any wiring that may be above the window header)** drill a 0.375 dia. hole in the header of the new push-out window location. Figure 4

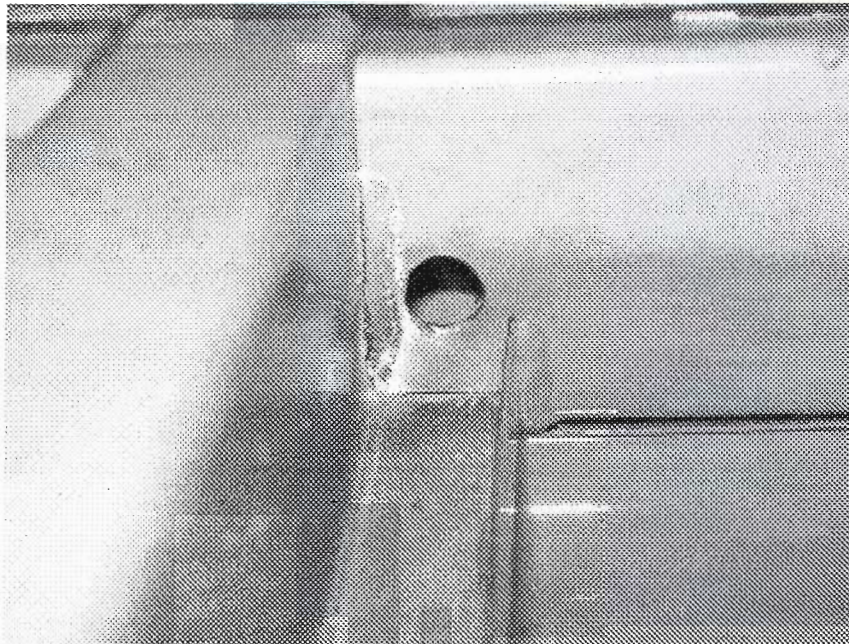


FIGURE 4

10. Insert Grommet, #TBB 22010379 into the 0.375 dia. hole from the bottom.
11. Route push-out switch wire from harness, down through the grommet at the new location. If the new location for the push-out moved toward the rear of the unit, use a Butt Splice, #TBB 22009377 and 18 GA. Wire, #TBB 163818 for the added length and route down through grommet. **Figure 5**

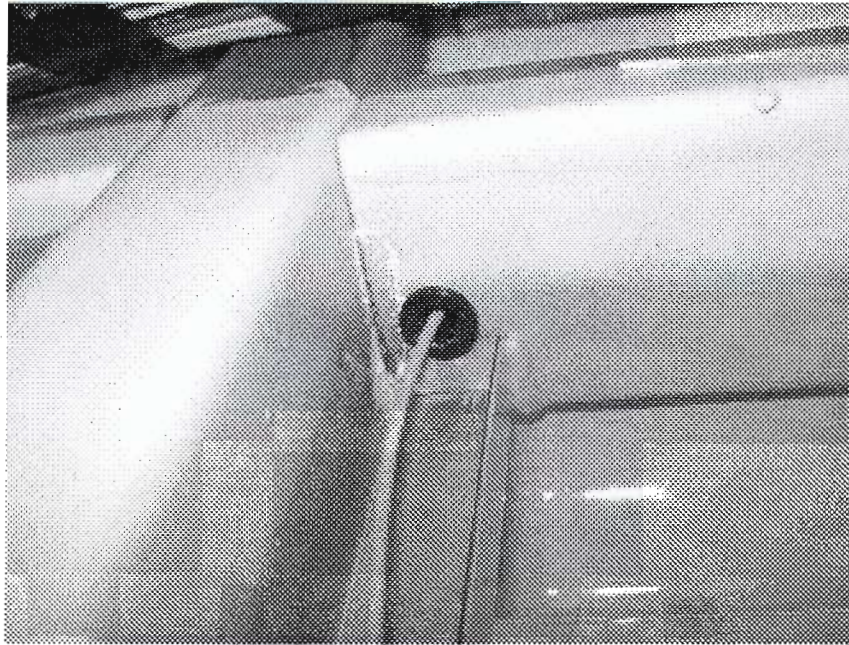


FIGURE 5

12. Set the bottom of the windows in the opening of their new locations.
13. Splice the push-out window switch wire to the rerouted wire from the window header.
14. Push the top of the window frames into the openings. **Be sure that the push-out switch wiring is inside the pilaster flange.** Check that the window frames are tight against all the pilaster flanges on the outside of the unit.
15. Temporarily install the four window mounting clips to the inside of the push-out window. Test the operation of the latch switch and buzzer. Correct wiring / splices if buzzer fails to operate.

Note: The buzzer operation can be on battery or with ignition.

16. Remove the window mounting clips; retain for reuse. Apply the appropriate colored Sealant to seal the inside of the window frames.

IMPORTANT NOTE: Do not seal the inside, bottom of the push-out window.

17. Install the window mounting clips for the windows.
18. Seal the windows from the outside using the appropriate colored sealant.

MATERIALS REQUIRED FOR PROCEDURE #1: (CONTACT YOUR DSM BEFORE ORDERING PARTS)

<u>PART NUMBER</u>	<u>QTY.</u>	<u>DESCRIPTION</u>
TBB 22009377	2	BUTT SPLICE, 16-14 AWG, ECT # B-231X
TBB 163818	1	WIRE, 18 GA. x 10', TAN
TBB 22010379	1	BUSHING, SNAP .250" ID .375" HOLE HEYCO, 2030
SEE ADHESIVE CHART FOR COLOR SPECIFIC SEALANT		

TBB 68152374 ADHESIVE/SEALANT, MANUS-BOND 75 AM, WHITE, 10.3 OZ TUBE
TBB 68152444 ADHESIVE/SEALANT, MANUS-BOND 75 AM, YELLOW, 10.3 OZ TUBE
TBB 68152445 ADHESIVE/SEALANT, MANUS-BOND 75 AM, GRAY, 10.3 OZ TUBE
TBB 68152446 ADHESIVE/SEALANT, MANUS-BOND 75 AM, BLACK, 10.3 OZ TUBE

PROCEDURE #2 – REPLACING THE VERTICAL PUSH-OUT WINDOW

When the vertical push-out window can not be relocated, it may be replaced with a horizontal push-out window or a vertical push-out with the handle reversed. State specification should be considered.

The replacement procedure is the same for either push-out window. Check the chart at the end of this document for the correct part number needed for replacement.

1. Remove the four (4) window mounting clips that retain the window in the opening; retain. **Figure 1**

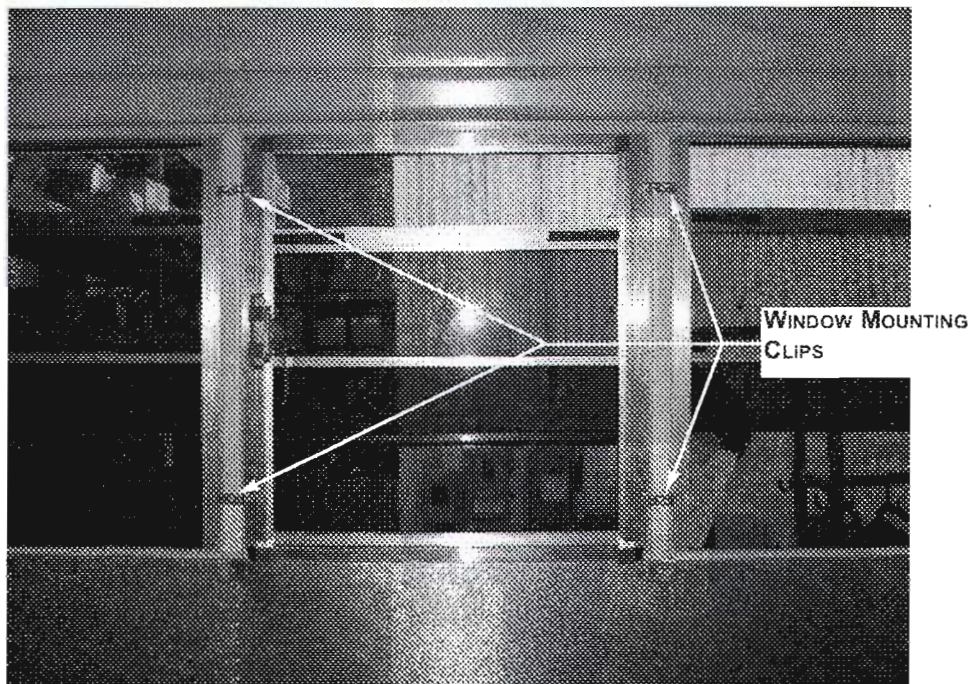


FIGURE 1

2. Cut the sealant around the top, bottom, and sides of the window. This needs to be done to the inside and outside of the windows.

Note. There is no sealant at the inside, bottom of the push-out window.

3. Lower the slider sash. Pull the top of the window frame inside the unit, so that the top of the frame clears the window header.
4. Cut the push-out window switch wire at the splice. **Figure 2**

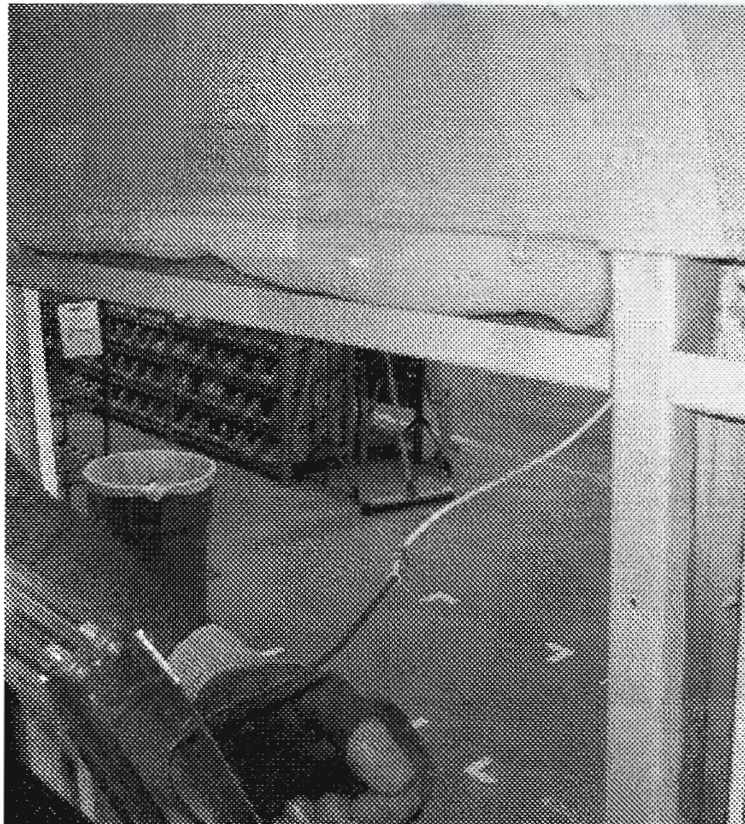


FIGURE 2

5. Lift the window up and out of the opening.
6. Cut away any remaining raised sealant that may interfere with reinstalling the window. Check the opening and window frame.
7. On the switched / wiring side of the window, using snips, cut an approximately $\frac{1}{2}$ " X $\frac{1}{2}$ " chamfer on the outer, top corner of the window frame. This creates clearance for the wire and grommet pass-through in the header. **Figure 3**

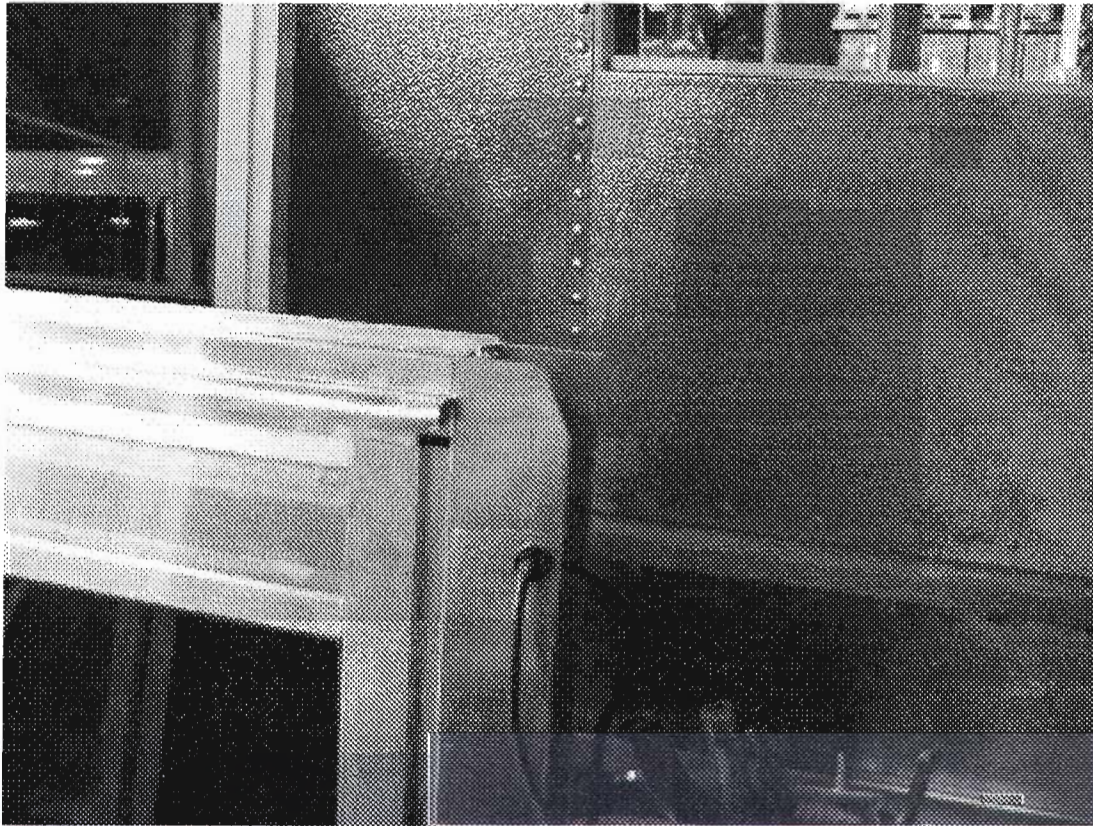


FIGURE 3

8. Set the bottom of the window in the opening.
9. Splice the push-out window switch wire to the wire from the window header.
10. Push the top of the window frame into the opening. Be sure that the push-out switch wiring is inside the pilaster flange. Check that the window frame is tight against all the pilaster flanges on the outside of the unit.
11. Temporarily install the four (4) window mounting clips to the inside of the push-out window. Test the operation of the latch switch and buzzer. Correct wiring / splices if buzzer fails to operate.

Note: The buzzer operation can be on battery or with ignition.

12. Remove the window mounting clips. Use the appropriate colored sealant to seal the inside of the window frames.

Note: Do not seal the inside, bottom of the push-out window.

13. Install the window mounting clips for the window.
14. Seal the window from the outside using the appropriate colored sealant.

MATERIALS REQUIRED FOR PROCEDURE #2: (CONTACT YOUR DSM BEFORE ORDERING PARTS)

<u>PART NUMBER</u>	<u>QTY.</u>	<u>DESCRIPTION</u>
TBB 22009377	2	BUTT SPLICE, 16-14 AWG, ECT # B-231X
SEE WINDOW CHART		VERTICAL (HANDLE REVERSED) OR HORIZONTAL PUSH-OUT WINDOW
SEE ADHESIVE / SEALANT CART		

PUSH-OUT WINDOW CHART

TBB 149423	SASH ASM. P/O, HORIZONTAL 78HR, TNT TMPR, L/S
TBB 149424	SASH ASM. P/O, HORIZONTAL 78HR, TNT TMPR, L/S, BLK
TBB 149425	SASH ASM. P/O, HORIZONTAL 78HR, TNT TMPR, R/S
TBB 149426	SASH ASM. P/O, HORIZONTAL 78HR, TNT TMPR, R/S, BLK
TBB 159351	SASH ASM. P/O, VERTICAL REVERSED HANDLE, 78HR, TNT TMPR, L/S
TBB 159352	SASH ASM. P/O, VERTICAL REVERSED HANDLE, 78HR, TNT TMPR, L/S, BLK
TBB 159353	SASH ASM. P/O, VERTICAL REVERSED HANDLE, 78HR, TNT TMPR, R/S
TBB 159354	SASH ASM. P/O, VERTICAL REVERSED HANDLE, 78HR, TNT TMPR, R/S, BLK

ADHESIVE/SEALANT COLOR SPECIFIC CHART

TBB 68152374	ADHESIVE/SEALANT, MANUS-BOND 75 AM, WHITE, 10.3 OZ TUBE
TBB 68152444	ADHESIVE/SEALANT, MANUS-BOND 75 AM, YELLOW, 10.3 OZ TUBE
TBB 68152445	ADHESIVE/SEALANT, MANUS-BOND 75 AM, GRAY, 10.3 OZ TUBE
TBB 68152446	ADHESIVE/SEALANT, MANUS-BOND 75 AM, BLACK, 10.3 OZ TUBE