

Data keeping and reporting requirements for the personalised transport industry

Taxi, limousine and ride-booking industries

Data to keep

	Who must keep the data	Description of data required	Period to be kept
Affiliated drivers and vehicles	Authorised booking entities	<ul style="list-style-type: none"> For each affiliated driver (including the booking entity if they are a driver): <ul style="list-style-type: none"> – their name – driver authorisation number – start and end date of their affiliation. For each vehicle that is available to be used to provide a booked hire service: <ul style="list-style-type: none"> – registration number – service licence number – start and end dates of its availability. 	For as long as the driver is affiliated, or the vehicle is available, and for two years after the driver stops being affiliated or the vehicle stops being available.
Trip information for booked hire services	Authorised booking entities	<p>For each trip:</p> <ul style="list-style-type: none"> sufficient information to identify the hirer (e.g. username or mobile number) date and time when the booking was made if the hirer booked the vehicle to arrive at a time, the time date and time the trip started and finished starting and finishing location for the journey driver's name and driver authorisation number 	For two years after the trip was provided or requested and not provided.

		<ul style="list-style-type: none"> • vehicle registration number and service licence number • if applicable, that the service is provided to a Taxi Subsidy Scheme member • if applicable, that the service was requested and not provided • any fare estimate given and the fare and any payment surcharge for the trip 	
Trip information for taxi services (rank and hail)	Taxi service operators	<p>For each rank and hail trip:</p> <ul style="list-style-type: none"> • vehicle registration number and service licence number • driver name and driver authorisation number • date and time the trip started and finished • the starting and finishing location for the journey • if applicable, that the service is provided to a Taxi Subsidy Scheme member • the fare and any payment surcharge for the trip 	For two years after the trip
Driver fatigue	<p>Authorised booking entities — for booked hire services and other public passenger services for which the entity arranges bookings (e.g. contracted work).</p> <p>Taxi operators — for taxi or booked hire services provided in a taxi.</p>	<p>For each driver:</p> <ul style="list-style-type: none"> • driver authorisation number • date and start/end time of each occasion when they drove or were available to drive a vehicle to provide the service (e.g. when they log-in and out of a booking app or start and finish a shift). 	For two years after they drove or were available to drive the vehicle for the service.