A How To booklet on getting your motor carrier company in compliance with the transportation safety regulations.

March 2021
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*Note: The areas within each section are numbered with the corresponding Part number in the Federal Motor Carrier Safety Regulations (FMCSR). The FMCSR provides detailed information pertaining to each of these areas.
INTRODUCTION

The Montana Motor Carrier Services Division has produced this “Getting Started” booklet for the benefit of those motor carriers who recently received their authorization to operate (their DOT number) or have their DOT number but have not received education in the transportation safety regulations pertaining to their motor carrier operations.

Our overall goal is to improve the safe transportation of passengers and goods on the State’s highways, through a coordinated effort of Federal, State, and industry organizations to reduce fatalities, injuries, property damage and hazardous materials incidents. This is accomplished through the main MCSAP office located in Helena, Montana, supported by six field offices:

Billings: (406) 255-0120 / 255-0121
Great Falls: (406) 455-8326
Kalispell: (406) 751-2051
Missoula: (406) 523-2689 / 523-5850
Bozeman: (406) 556-4707 / 533-3663
Helena: (406) 444-3300
Miles City: (406) 233-3625

Each section contains information sheets covering highlights of the regulations. Please feel free to reproduce any or all material in this booklet and to distribute copies as needed.

It is the responsibility of motor carrier operators and drivers to know and comply with all applicable Federal Motor Carrier Safety Regulations (FMCSR). Safety compliance and safe operations translate into saved lives and property. We believe the information in this booklet, when effectively applied, will get you started on the road to compliance with the FMCSR and will contribute to safer motor carrier operations and highways.

Disclaimer

The purpose of this booklet is to provide the information and forms a motor carrier, residing in Montana, needs to get started in their quest to become compliant with the Motor Carrier Safety Regulations. This booklet is not intended to take the place of published Federal agency regulations. It only paraphrases the Federal Motor Carrier Safety Regulations published in Title 49 of the U.S. Code of Federal Regulations. The contents of this booklet may not be relied upon as a substitute for the official text. The regulations issued by the U.S. Department of Transportation and its Operating Administrations are published in the Federal Register and compiled in the U.S. Code of Federal Regulations (CFR). Copies of appropriate volumes of the CFR in book format may be purchased from the Superintendent of Documents, U.S. Government Printing Office, Washington, D.C. 20402, telephone #: (202) 512-1800 or at www.access.gpo.gov.

Montana Department of Transportation
Motor Carrier Services Division
2701 Prospect Avenue
PO Box 4639
Helena, MT 59604-4639
(406) 444-3300
HOW TO USE THIS BOOKLET

For your information, we have defined motor carrier operations for Interstate and Intrastate Carriers.

INTERSTATE:

Do you, the motor carrier, have a motor vehicle or a combination of motor vehicles which cross state lines (Interstate) and:

- Has a gross vehicle weight rating or gross combination weight rating of 10,001 pounds or more, whichever is greater; or
- Is designed or used to transport more than 8 passengers in interstate (including the driver) for compensation; or
- Is designed or used to transport more than 15 passengers, including the driver, and not for compensation; or
- Is used in transporting material found by the Secretary of Transportation to be hazardous in a quantity requiring placarding? Please refer to: http://www.fmcsa.dot.gov/safety-security/hazmat/complyhmregs.htm

Interstate Federal Regulations can be accessed at: www.fmcsa.dot.gov

INTRASTATE:

Do you, the motor carrier, have a motor vehicle or a combination of motor vehicles which is Montana commerce only (Intrastate) and:

- Has a gross combination weight rating of 26,001 pounds or more and that is not a farm vehicle operating solely in Montana; or
- Is designed or used to transport at least 16 passengers, including driver, not for compensation; or
- Is designed or used to transport at least 9 passengers, including the driver, for compensation; or
- Is of any size and used to transport hazardous materials of a type or quantity that requires the vehicle to be marked or placarded in accordance with federal hazardous materials regulations in 49 CFR, part 172?
SECTION ONE

Part 387  Minimum Levels of Financial Responsibilities (Insurance Requirements)

Part 390  General

Part 391  Driver Qualification

Part 392  Driving of Commercial Motor Vehicles

Part 395  Hours of Service

Part 396  Maintenance

Title 49 CFR  Hazardous Materials Regulations
Financial Liability Requirements
Insurance Limits
49 CFR 387 and MCA 61-1-103

Financial responsibility means having insurance policies or surety bonds sufficient to satisfy the minimum public liability requirements. Public liability means liability for bodily injury, property damage and environmental restoration. Environmental restoration means restitution for the loss, damage or destruction of natural resources arising out of an accidental discharge of toxic or other environmentally harmful materials or liquids.

Requirements for Financial Responsibility

Every motor carrier of property and for-hire carrier of passengers operating commercial motor vehicles in intrastate, interstate and foreign commerce must have a minimum level of insurance coverage.

Proof

The motor carrier must have proof of minimum level of liability insurance at the carrier’s principle place of business. All vehicles operated by the motor carrier must have a current insurance card (or policy) carried in the power unit.

Proof may be shown by any of the following:

- Endorsement(s) for Motor Carrier Policies of Insurance of Public Liability under Sections 29 and 30 of the Motor Carrier Act of 1980 (Form MCS-90 issued by an insurer(s);
- A Motor Carrier Surety Bond for Public Liability under Section 30 of the Motor Carrier Act of 1980 (Form MCS-82) issued by a surety;
- A written decision, order or authorization of the Federal Motor Carrier Safety Administration authorizing a motor carrier to self-insure under CFR 387.309, provided the motor carrier maintains a satisfactory safety rating as determined by the Federal Highway Administration under part CFR 385;
- Endorsement(s) for Motor Carrier of Passengers Policies of Insurance for Public Liability under Section 18 of the Bus Regulatory Reform Act of 1982 (Form MCS-90B) issued by an insurer(s) or
- Montana certificate of self-insurance.

Montana Code Annotated

61-6-103. Insurance for intrastate, non-hazmat, private property carriers: $25,000 because of bodily injury or death of one person; $50,000 because of bodily injury to or death of two or more persons; $20,000 because of injury or property damage.
# Financial Liability Requirements

## Insurance Limits

**49 CFR 387 and MCA 61-1-103**

<table>
<thead>
<tr>
<th>Category</th>
<th>Description</th>
<th>Minimum Requirement</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Interstate Bodily &amp; Property Damage Liability Insurance</strong></td>
<td>For-hire carrier, non-hazardous material</td>
<td>$750,000</td>
</tr>
<tr>
<td></td>
<td>For-hire or Private, any amount of Hazardous Material as defined in 49 CFR 171.8 and listed in 172.101 Table of Hazardous Materials</td>
<td>$1,000,000</td>
</tr>
<tr>
<td><strong>Hazardous Material</strong></td>
<td>For-hire or Private property carriers of bulk (3,500 water gal) of hazardous oil, hazardous waste or hazardous substances as defined in 49 CFR 171.8 and listed in 172.101 Table of Hazardous Materials</td>
<td>$1,000,000</td>
</tr>
<tr>
<td></td>
<td>For-hire or Private, hazardous materials in bulk (3,500 water gal) or listed in 49 CFR 172.504(e), Table 1</td>
<td>$5,000,000</td>
</tr>
<tr>
<td></td>
<td>For-hire or Private, Oil listed in 49 CFR 172.101; hazardous waste and hazardous substances as defined in 49 CFR 171.8 and listed in 172.101 Table of Hazardous Materials</td>
<td>$1,000,000</td>
</tr>
<tr>
<td><strong>Intrastate Bodily Injury &amp; Property Damage Liability Insurance</strong></td>
<td>For-hire or Private property carrier of non-hazardous materials must meet the minimum requirements of 61-6-103 of the Montana Code Annotated.</td>
<td></td>
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<tr>
<td></td>
<td>For-hire or private property carriers of non-bulk hazardous materials, except those listed in 49 CFR 172.504(e), Table 1, must meet the minimum requirements of 61-6-103 of the Montana Code Annotated.</td>
<td></td>
</tr>
<tr>
<td><strong>Interstate For-hire Carrier of Passengers Requirements</strong></td>
<td>Seating capacity of 15 passengers or less</td>
<td>$1,500,000</td>
</tr>
<tr>
<td></td>
<td>Seating capacity of 16 passengers or more</td>
<td>$5,000,000</td>
</tr>
<tr>
<td><strong>Tow Truck Operators Requirements</strong></td>
<td>Class A Tow Truck – minimum manufacturer’s boom or combined boom rating of 4 tons and must be mounted on a truck chassis with a minimum manufacturer’s rating of 10,000 lbs. GVW</td>
<td>$300,000</td>
</tr>
<tr>
<td></td>
<td>Class B Tow Truck – minimum manufacturer’s boom or combined boom rating of 8 tons and must be mounted on a truck chassis with a minimum manufacturer’s rating of 18,000 lbs. GVW</td>
<td>$500,000</td>
</tr>
<tr>
<td></td>
<td>Class C Tow Truck – minimum manufacturer’s boom or combined boom rating of 16 tons and must be mounted on a chassis that has a minimum manufacturer’s rating of 32,000 lbs. GVW</td>
<td>$750,000</td>
</tr>
</tbody>
</table>
Endorsement for Motor Carrier Policies of Insurance for Public Liability
under Sections 29 and 30 of the Motor Carrier Act of 1980

FORM MCS-90

Issued to: ______________________ of ______________________ (Motor Carrier name)

Dated at __________ on this __________ day of __________, __________ (Motor Carrier name or province)

Amending Policy Number: __________ Effective Date: __________

Name of Insurance Company: ______________________

Counter signed by: ______________________ (Authorized company representative)

The policy to which this endorsement is attached provides primary or excess insurance as indicated for the limits shown below only:

☐ This insurance is primary and the maximum limit of liability for any one accident is $__________ for each accident.

☐ This insurance is excess and the company shall note the limits for maximum excess of $__________ for each accident in excess of the underlying limit of $__________ for each accident.

Whenever required by the Federal Motor Carrier Safety Administration (FMCSA), the company agrees to furnish to the FMCSA a duplicate of said policy and all its endorsements. The company also agrees, upon telephone request by an authorized representative of the FMCSA, to verify that the policy is in force for a particular date. The telephone number to call is: ______________________

Cancellation of this endorsement may be effected by the company or the insured by giving (1) thirty-five (35) days notice in writing to the other party and 35 days notice to commence from the date the notice is mailed, proof of mailing shall be sufficient proof of notice, and (2) if the insured is subject to the FMCSA’s registration requirements under 49CFR 300, by providing thirty (30) days notice to the FMCSA and 30 days notice to commence from the date the notice is received by the FMCSA at its office in Washington, D.C.

Filing must be transmitted online via the Internet at: https://www.fmcsa.dot.gov/hrs.

(continued on next page)
# SCHEDULE OF LIMITS — PUBLIC LIABILITY

<table>
<thead>
<tr>
<th>Type of carriage</th>
<th>Commodity transported</th>
<th>January 1, 1985</th>
</tr>
</thead>
<tbody>
<tr>
<td>(1) For-hire (in interstate or foreign commerce, with a gross vehicle weight rating of 10,000 or more pounds).</td>
<td>Property (non-hazardous)</td>
<td>$700,000</td>
</tr>
<tr>
<td>(2) For-hire and Private (in interstate, foreign, or in intrastate commerce, with a gross vehicle weight rating of 10,000 or more pounds).</td>
<td>Hazardous substances as defined in <a href="https://example.com">49 CFR 171.8</a>, transported in cargo tanks, portable tanks, or hopper-type vehicles with capacities in excess of 3,000 water gallons, or in bulk Division 1.1, 1.2, and 1.3 materials Division 2.3, Hazard Zone A or Division 6.1, Packing Group 1, Hazard Zone A materials, in bulk Division 2.1 or 2.2; or highway route controlled quantities of a Class 7 material, as defined in <a href="https://example.com">49 CFR 173.408</a>.</td>
<td>$5,000,000</td>
</tr>
<tr>
<td>(3) For-hire and Private (in interstate or foreign commerce, in any quantity; or in intrastate commerce in bulk only, with a gross vehicle weight rating of 10,000 or more pounds).</td>
<td>Oil listed in <a href="https://example.com">49 CFR 172.101</a>; hazardous waste, hazardous materials, and hazardous substances defined in <a href="https://example.com">49 CFR 171.2</a> and listed in <a href="https://example.com">49 CFR 172.101</a>, but not mentioned in (2) above or (4) below.</td>
<td>$7,000,000</td>
</tr>
<tr>
<td>(4) For-hire and Private (in interstate or foreign commerce, with a gross vehicle weight rating of less than 10,000 pounds).</td>
<td>Any quantity of Division 1.1, 1.2, or 1.3 material, any quantity of a Division 2.3, Hazard Zone A, or Division 6.1, Packing Group 1, Hazard Zone A material, or highway route controlled quantities of a Class 7 material, as defined in <a href="https://example.com">49 CFR 173.408</a>.</td>
<td>$5,000,000</td>
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**The schedule of limits shown does not provide coverage. The limits shown in the schedule are for information purposes only.**
# Title 49 CFR, Part 390
## Federal Motor Carrier Safety Regulations; General

<table>
<thead>
<tr>
<th>General Applicability</th>
<th>The Federal Motor Carrier Safety Regulations (FMCSR) applies to all employers, employees and commercial motor vehicles transporting property or passengers in interstate/intrastate commerce.</th>
</tr>
</thead>
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| Commercial Motor Vehicle | Any self-propelled or towed vehicle used on public highways in interstate/intrastate commerce to transport passengers or property under one of the following conditions:  
• Vehicles has gross vehicle weight rating (GVWR) or gross combination weight rating of 10,001 or more pounds, (interstate) or 26,001 or more pounds, (intrastate) or  
• Designed or used to transport more than 8 passengers (including the driver) for compensation (interstate / intrastate); or  
• Vehicle is designed to transport more than 15 passengers (including the driver) not for compensation or  
• Vehicle is used in the transportation of hazardous materials in a quantity requiring placarding under the Hazardous Materials Transportation Act (HMTA) Regulations (interstate / intrastate). |
| Exceptions to General Applicability | Transportation provided by Federal, State, Local or Congressionally approved interstate agencies is exempt from the FMCSR’s. Occasional non-commercial transport, school buses, ambulance services, a hearse and fire and rescue vehicle operations are also exempt. |
| What is an accident? | An occurrence involving a commercial motor vehicle operating on a public road which results in at least one of the following:  
• A fatality.  
• Bodily injury to a person who, as a result of the injury, immediately receives medical treatment away from the scene of the accident.  
• Disabling damage to one or more motor vehicles, requiring the vehicle(s) to be towed or otherwise transported from the scene by a tow truck or other vehicle. |
| Accident Register | For a period of three years after an accident occurs, motor carriers are required to maintain an accident register containing the following information:  
• Date, time, and place of accident  
• Driver’s name  
• Number of injuries and fatalities  
• Hazardous materials released if any, (other than fuel). Motor Carriers are also required to maintain copies of all accident reports required by state or other governmental entities or insures for a period of one year after an accident occurs. |
| | Every commercial motor vehicle operated by a motor carrier in interstate/intrastate commerce must be marked on both sides of the vehicle with the following:  
• Name of motor carrier, or trade name  
• The motor carrier’s identification number proceeded by USDOT for interstate carriers and followed by MT for intrastate carriers. |
Title 49 CFR, Part 390
Federal Motor Carrier Safety Regulations; General

Vehicle Identification (continued)

- All markings must be in contrasting colors from the surface they are affixed to and must be visible from 50 feet with the vehicle stationary.

Relief from Parts 390-399 of the FMCSR’s may be granted during declared emergencies to any motor carrier who provides emergency assistance. See definitions for applicability [https://www.ecfr.gov/cgi-bin/retrieveECFR?gp=1&ty=HTML&h=L&me=true=&PART&n=pt49.5.390#se49.5.390_123](https://www.ecfr.gov/cgi-bin/retrieveECFR?gp=1&ty=HTML&h=L&me=true=&PART&n=pt49.5.390#se49.5.390_123)

For **Intrastate carriers**, contact the Montana Motor Carrier Safety Assistance Program (MCSAP) at (406) 444-3300. A.R.M.18.8.1502.

For **Interstate carriers**, contact the Montana Federal Motor Carrier Safety Administration (FMCSA) at (406) 449-5304. 49 CFR 390.19.
<table>
<thead>
<tr>
<th>Number</th>
<th>Time / Date</th>
<th>Description of Incident</th>
<th>Location: City / ST</th>
<th>Name of Driver</th>
<th>Vehicle ID # or License #</th>
<th># of Injuries</th>
<th># of Fatalities</th>
<th>Vehicles Towed</th>
<th>Hazmat Incident</th>
<th>Citation Issued? Time issued?</th>
<th>Post Accident Tests Performed</th>
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NOTE: This form is not mandatory; however, the information contained herein is illustrative of information required in Part 390.15 & Part 382.303
Title 49 CFR, Part 391
Federal Motor Carrier Safety Regulations; General

Who is subject?
A carrier based in Montana is subject to the rules for driver qualifications if it operates vehicles that are:
- Over 26,000 pounds GVWR operating in commerce (intrastate) or
- Over 10,000 pounds GVWR operating in commerce (interstate) or
- Any size vehicle transporting hazardous material of a type or quantity that requires the vehicle to be placarded or
- Capable of hauling 8-15 or more passengers including the driver.

Requirements
Under Part 391, a driver operating in interstate/intrastate commerce must:
- Be physically qualified under 49 CFR 391.41;
- Be 18 years old for intrastate transportation.
- Be 21 years old for interstate transportation, or when hauling hazardous materials;
- Speak and read English well enough to do the job;
- Have a driver’s license that is valid for the type of vehicle driven;
- Be able to drive the vehicle safely;
- Know how to properly load and secure cargo;
- Not be disqualified from driving a commercial motor vehicle.

Medical Requirements For Non-CDL
A driver is required to have in possession a current valid medical certificate showing that he or she is physically qualified to drive a commercial motor vehicle. Details for medical examinations are found in 49 CFR, 391.43. U.S.DOT medical certificate forms are available from a registered physician or private sources.

Certificate Renewal
A medical certificate must be renewed every two years. Some medical conditions may require more frequent recertification. Intrastate medical certifications are different than interstate certifications. Contact the Help Desk at: (406) 444-3244 for additional information on intrastate issues.

Skills Performance Evaluation (SPE)
Under certain circumstances, a driver may be granted a Skills Performance Evaluation (SPE) from the following physical qualification requirements: vision, insulin-dependent diabetes, deaf and hard of hearing, and limb impairment. An application requesting an SPE for intrastate drivers must be submitted to the Montana Driver’s License Division. A request for an SPE for interstate drivers must be submitted to the Division Administrator, FMCSA. The medical examiner’s certificate and the SPE document must be carried in the commercial vehicle at all times while being operated.

Driver Qualification File (DQ)
Part 391.51 - A carrier must maintain a driver qualification file for each of its drivers. The file is to be kept at the carrier’s principal place of business for as long as the driver is employed by the carrier and for three years after the driver leaves the carrier’s employ. Owner operators should note that as the owner/driver you must have a complete driver file.
**DRIVER QUALIFICATION FILE CHECKLIST**

Every motor carrier must have a driver qualification (DQ) file for each regularly employed driver. The file must include the following:

A. _____ Driver’s Application for Employment (49 CFR 391.21). A person will not be allowed to drive a commercial motor vehicle unless he/she has completed and signed an application for employment.

B. _____ Inquiry to Previous Employers -3- year (49 CFR 391.23(a) (2) & (c), and 391.53). This investigation must be made within 30 days of the date that his/her employment begins. Investigations shall include information concerning out-of-service violations, misuse of controlled substance or alcohol and accident history.

C. _____ Inquiry to State Agencies – 3 years (49 CFR 391.23(a) (1) & (b). The driver’s driving record (MVR) for the preceding three years.

D. _____ Driver’s Road Examination and Certificate (49 CFR 391.31). A copy of the license or certificate which the motor carrier accepted as equivalent to the driver’s road test pursuant to Section 391.33.

E. _____ Medical Examiner’s Certificate (49CFR 391.43). Driver must be issued a Medical Examiner’s Certificate. Drivers of none-CDL CMV drivers must pose card at all times while operating CMV, be renewed every two years. (or before it expires)

F. _____ Carrier verified Medical Examiner is Registered with National Registry

G. _____ Annual Review of Driving Record (49 CFR 391.25). At least once every 12 months a motor carrier must review the driving record of each driver.

H. _____ Annual Driver’s Certificate of Violations (49 CFR 391.27). At least once every 12 months, a motor carrier must require each driver that it employs to prepare and furnish it with a list of all violations of motor vehicle traffic laws and ordinances during the previous 12 months.

Additional required documentation may be maintained in the DQ file:

I. _____ Alcohol and Controlled Substance Test Results (49 CFR 382.401). (These records must be maintained in a confidential and secure location with controlled access)

J. _____ Inquiries for Alcohol and Controlled Substances information from previous employers for 3 years (49 CFR 382.413). This investigation must be made within 30 days of the date that his/her employment begins. (Investigations shall include requirements of CFR Part 40.25).

K. _____ Full query in the Drug & Alcohol Clearing house
# Application for Employment

**Company**

**Street Address**

**City, State and Zip**

**Name:**

(First) (Middle) (Maiden Name, if any) (Last)

**Hire Date**

**Address:**

(Street) (City) (State & Zip Code)

**Date of Birth**

**Social Sec. No.**

**Previous Three Years Residency**

# Years

**Address:**

(Street) (City) (State & Zip Code)

# Years

**Address:**

(Street) (City) (State & Zip Code)

# Years

**Address:**

(Street) (City) (State & Zip Code)

(Associate Sheet if More Space is Needed)

## License Information

<table>
<thead>
<tr>
<th>Drivers Licenses</th>
<th>State</th>
<th>License No.</th>
<th>Type</th>
<th>Expiration Date</th>
</tr>
</thead>
<tbody>
<tr>
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## Driving Experience

<table>
<thead>
<tr>
<th>Class of Equipment (Van, Tank, Flat, Etc.)</th>
<th>From</th>
<th>To</th>
<th>Approx. No. of Miles (Total)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Straight Truck</td>
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<tr>
<td>Tractor and Semi-Trailer</td>
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<tr>
<td>Tractor – Two Trailers</td>
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<tr>
<td>Other</td>
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</tbody>
</table>

## Accident Record for Past 3 Years

(Attach Sheet if More Space is Needed)

<table>
<thead>
<tr>
<th>Dates</th>
<th>Nature of Accident (Head-On, Rear-End, Upset, Etc.)</th>
<th>Fatalities</th>
<th>Injuries</th>
</tr>
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</tbody>
</table>

## Traffic Convictions and Forfeitures for the Past 3 Years

(Other Than Parking Violations)

<table>
<thead>
<tr>
<th>Date Convicted (Month/Year)</th>
<th>State of Violation Location</th>
<th>Charge/Violation</th>
<th>Penalty (Forfeited bond, collateral and/or points)</th>
</tr>
</thead>
<tbody>
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</tbody>
</table>

(Attach Sheet if More Space is Needed)
A. Have you ever been denied a license, permit or privilege to operate a motor vehicle? YES ☐ NO ☐

B. Has any license, permit or privilege ever been suspended or revoked? YES ☐ NO ☐

(IF THE ANSWER TO EITHER A OR B IS YES, ATTACH STATEMENT GIVING DETAILS)

EMPLOYMENT RECORD

(ATTACH SHEET IF MORE SPACE IS NEEDED)

NOTE: Applicants that desire to drive in intrastate/interstate commerce must provide the following information on all employers during the previous 3 years. You must give the same information for all employers you have driven a commercial motor vehicle for the 7 years prior to the initial 3 years (total of 10 years employment record).

LAST EMPLOYER: NAME

ADDRESS

POSITION HELD ________________ FROM ______ TO _______ SALARY __________

REASONS FOR LEAVING ______________________________________________________

ANY GAPS IN EMPLOYMENT AND/OR UNEmployMENT MUST BE EXPLAINED. INCLUDE DATES
(MONTH/YEAR) AND REASON.

Were you subject to the Federal Motor Carrier Safety Regulations (FMCSRs) while employed by the previous employer? Yes ☐ No ☐

Was the previous job position designated as a safety sensitive function in any DOT regulated mode, subject to alcohol and controlled substances testing requirements as required by 49 CFR Part 40? Yes ☐ No ☐

SECOND LAST EMPLOYER: NAME

ADDRESS

POSITION HELD ________________ FROM ______ TO _______ SALARY __________

REASONS FOR LEAVING ______________________________________________________

ANY GAPS IN EMPLOYMENT AND/OR UNEmployMENT MUST BE EXPLAINED. INCLUDE DATES
(MONTH/YEAR) AND REASON.

Were you subject to the Federal Motor Carrier Safety Regulations (FMCSRs) while employed by the previous employer? Yes ☐ No ☐

Was the previous job position designated as a safety sensitive function in any DOT regulated mode, subject to alcohol and controlled substances testing requirements as required by 49 CFR Part 40? Yes ☐ No ☐

THIRD LAST EMPLOYER: NAME

ADDRESS

POSITION HELD ________________ FROM ______ TO _______ SALARY __________

REASONS FOR LEAVING ______________________________________________________

ANY GAPS IN EMPLOYMENT AND/OR UNEmployMENT MUST BE EXPLAINED. INCLUDE DATES
(MONTH/YEAR) AND REASON.

Were you subject to the Federal Motor Carrier Safety Regulations (FMCSRs) while employed by the previous employer? Yes ☐ No ☐

Was the previous job position designated as a safety sensitive function in any DOT regulated mode, subject to alcohol and controlled substances testing requirements as required by 49 CFR Part 40? Yes ☐ No ☐

TO BE READ AND SIGNED BY APPLICANT

This certifies that this application was completed by me, and that all entries on it and information in it are true and complete to the best of my knowledge.

_________________________________ Date ____________________________

_________________________________ Applicant’s Signature

Note: A motor carrier may require an applicant to provide information in addition to the information required by the Federal Motor Carrier Safety Regulations.
REQUEST FOR INFORMATION FROM PREVIOUS EMPLOYERS

You are hereby authorized to give the following company all information regarding my services, character, and conduct while in your employ, and you are released from any and all liability which may result from furnishing such information to the company named below.

Print name

Social Security Number

Signature

Date

From: ____________________________

To: ____________________________

The enclosed application from ______________________ has submitted an application to this company for a position as a ____________________________ and states he/she was employed by you as a ____________________________ from ___________ to ___________. Will you please reply to the inquiry below regarding this applicant? Your reply will be held in strict confidence and will in no way involve you in any responsibility. For your convenience in replying, we have enclosed a stamped self-addressed envelope.

Thank you.

1. Is the employment record with our company correct as stated above? Yes No

2. What kind(s) of work did the applicant do? ____________________________

3. Did the applicant drive motor vehicles for you? Passenger Car Straight Truck Bus Tractor-Semitrailer Other

4. Was the applicant a safe and efficient driver? ____________________________

5. Give the dates of vehicle accidents in which he/she was involved. ____________________________

6. Reason for leaving your employ: Discharged Laid Off Resigned

7. Was the applicant's general conduct satisfactory? ____________________________

8. Was the driver ever placed out-of-service for hours of service violations? ____________________________

9. Did the applicant misuse alcohol or use controlled substance? ____________________________

10. What accidents was the driver involved in? ____________________________

<table>
<thead>
<tr>
<th>Quality of Work</th>
<th>Excellent</th>
<th>Good</th>
<th>Fair</th>
<th>Poor</th>
<th>Very Poor</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cooperation with others</td>
<td></td>
<td></td>
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<td></td>
<td></td>
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<tr>
<td>Safety habits</td>
<td></td>
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<tr>
<td>Personal habits</td>
<td></td>
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<tr>
<td>Driving Skill</td>
<td></td>
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<tr>
<td>Attitude</td>
<td></td>
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</tbody>
</table>

Remarks: ____________________________

Date: ____________ Signature: ____________________________

Name of Company: ____________________________
(This page intentionally left blank)
MOTOR VEHICLE DRIVER'S CERTIFICATION
OF VIOLATIONS 391.27
(Every 12 months)

Driver Name: _____________________________
(Please print or type)

<table>
<thead>
<tr>
<th>DATE</th>
<th>OFFENSE</th>
<th>LOCATION</th>
<th>TYPE OF VEHICLE</th>
</tr>
</thead>
<tbody>
<tr>
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</tbody>
</table>

If no violations are listed above, I certify that I have not been convicted or forfeited bond or collateral on account of any violation required to be listed during the past 12 months.

Date of Certification __________________________ Drivers Signature __________________________

U.S. DEPARTMENT OF TRANSPORTATION
MOTOR CARRIER SAFETY PROGRAM
ANNUAL REVIEW OF DRIVING RECORD 391.25

Name of Driver __________________________ Social Security Number __________________________

This day I reviewed the driving record of the above named driver in accordance with 391.25 of the Federal Motor Carrier Safety Regulations (FMCSRs). I considered any evidence that the driver has violated applicable provisions of the FMCSRs and the Hazardous Materials Regulations. I considered the driver’s accident record and any evidence that he/she has violated laws governing the operation of motor vehicles and gave great weight to violations such as, speeding, reckless driving, and operation while under the influence of alcohol or drugs, that indicate that the driver has exhibited a disregard for the safety of the public. Having done the above, I find that

☐ the driver meets the minimum requirements for safe driving, or

☐ the driver is disqualified to drive a commercial motor vehicle pursuant to 391.15

Date of Review __________________________ Reviewed By __________________________

Name of Motor Carrier __________________________
DRIVER'S ROAD TEST EXAMINATION

Driver’s Name: ___________________________    Phone: ________________________

Driver’s Address: ____________________________

City: ____________________   State: _________   Zip: ______________

The road test shall be given by the motor carrier or a person designated by it. However, a driver who is a motor carrier must be given the test by another person. The test shall be given by a person who is competent to evaluate and determine whether the person who takes the test has demonstrated that he/she is capable of operating the vehicle and associated equipment that the motor carrier intends to assign.

Rating of Experience

_________ The pre-trip inspection. (As required by Sec. 392.7)

_________ Coupling and uncoupling of combination units, if the equipment he/she may drive includes combination units.

_________ Placing the equipment in operation.

_________ Use of vehicle’s controls and emergency equipment.

_________ Operating the vehicle in traffic and while passing other vehicles.

_________ Turning the vehicle.

_________ Braking, and slowing the vehicle by means other than braking.

_________ Backing and parking the vehicle.

_________ Other, Explain: ______________________________

Type of equipment used in giving test: ______________________________

__________________________________________________________

Date ___________________________    Examiner’s Signature ______________________

If the road test is successfully completed, the person who gave it shall complete a certificate of driver’s road test.

Remarks ________________________________

__________________________________________________________
CERTIFICATE OF DRIVER’S ROAD TEST

Instructions: If the road test is successfully completed, the person who gave it shall complete a certificate of the driver’s road test. The original or copy of the certificate shall be retained in the employing motor carrier’s driver qualification file of the person examined and a copy given to the person who was examined. (49 CFR 391.33(a)(f)(g)).

CERTIFICATION OF ROAD TEST

Driver’s Name ____________________________________________

Social Security Number ________________________________

Operator’s or Chauffeur’s License Number __________________

State __________________________________________________

Type of Power Unit ______________________________________

Type of Trailer(s) ______________________________________

If passenger carrier, type of bus __________________________

This is to certify that the above named driver was given a road test under my supervision on ______________________, 20____, consisting of approximately ______ miles of driving.

It is my considered opinion that this driver possesses sufficient driving skill to operate safely the type of commercial motor vehicle listed above.

_____________________________________________________

(Signature of Examiner)

_____________________________________________________

(Title)

_____________________________________________________

(Organization and Address of Examiner)
MULTIPLE-EMPLOYER DRIVERS

Instructions: If a motor carrier employs a person as a multiple-employer driver (as defined in 49 CFR 390.5), the motor carrier shall comply with all requirements of Part 391, except the carrier need not—

(1) Require the person to furnish an application for employment (391.21);
(2) Make an inquiry into the person's driving record during the preceding three years to the appropriate State agency(s) and an investigation of the person's employment record during the preceding three years (391.23);
(3) Perform annual review of the person's driving record (391.25); or
(4) Require the person to furnish a record of violations or a certificate (391.27).

The checklist below may be helpful to ensure that required documents are obtained.

**DRIVER QUALIFICATION FILE CHECKLIST**

Name

Social Security Number

Driver's License Number

Type of License __________________________ State __________________

In addition to the above information, copies of the following must be obtained:

- [ ] Medical Examiner's Certificate
- [ ] Road Test (or equivalent)
- [ ] Certificate of Road Test
- [ ] Controlled Substances Test
Driving Record Request

P.O. Box 201430, Helena, MT 59620-1430 • Phone (406) 444-3933 • Fax (406) 444-3816 • www.dojmt.gov • DriverLicense@mt.gov
Please PRINT.

1. Requested Information
   [ ] A. Your Driving Record.
   [ ] B. Another Person's Driving Record.

   Intended Use: To be completed if you checked B above.
   [ ] For use by a federal, state, or local government agency, including a law enforcement agency or any individual acting on behalf of the agency in carrying out its functions. You must complete "Consent to Release Driving Record to Another Person or Entity" on next page.
   [ ] For use by a business or its agents, employees, or contractors in their normal course of business to verify the accuracy of personal information submitted by the individual to the business or its agents, employees, or contractors. If the submitted information is not correct or no longer correct, to obtain the correct information for the purposes of preventing fraud by pursuing legal remedies against or recovering on a debt or security interest against the individual.
   [ ] With written consent of the individual(s) who is the subject(s) of this search - The Personal Information Express Consent form on page two must be completed.
   [ ] For use as part of a civil, criminal, administrative, or arbitrative proceeding in any court or government agency or before any self-regulatory body, including the service of process, an investigation in anticipation of litigation, and the execution or enforcement of orders, pursuant to an order of any court.
   [ ] For use by an insurer, insurance support agency, or self-insured entity in connection with the investigation of claims, antifraud activities, ratemaking, or underwriting.
   [ ] For use by a licensed private investigator or security service for any purpose authorized under Montana law.
   [ ] For use by an employer or its agent to verify information related to a holder of a commercial driver license required under federal or Montana law.
   [ ] For use in providing notice to the owners of towed, abandoned, or impounded vehicles.
   [ ] For use by a parent of a child under 18 years of age.
   [ ] For any other use that is specifically related to the operation of a motor vehicle or to public safety and is authorized under Montana law.
   Describe other use.

2. Requestor Information

   Name of Requestor: ____________________________
   Employer/Company: ____________________________ (if applicable)
   Mailing Address: ____________________________
   Residential Address: ____________________________
   City: ____________________________  City: ________ State: ________  State: ________  Zip: ________
   Daytime Phone #: ____________________________  Fax #: ____________________________
   Driver License #: ____________________________

3. Search Information: This section must be complete.

   Full Name: ____________________________
   Date of Birth: ____________________________
   Driver License #: ____________________________

4. Driving Records Fees

   Make checks payable to: Motor Vehicle Division
   [ ] Certified driving record=$10.30 per record
   [ ] Mail record=$3.09 extra per mailing (unless self-addressed, stamped envelope is included)
   [ ] Fax record=$3.09 for the first five pages, $1.03 for each additional page (provide your fax number in section 2 above)

   Total = $ ________

5. Certification

   I certify under penalty of law (MCA 45-7-203 Unsworn Falsification to Authorities):
   - I have read the Montana Driver Privacy Protection Act, 611-11-501 through 611-11-516, Montana Code Annotated, and understand that I can only use the information in this driving record for limited purposes.
   - I am the person listed as the requestor.
   - If I am signing for an entity, the entity authorized me to do so.
   - The information I put on this form is true and correct to the best of my knowledge.

   Signature of requestor: ____________________________
   Printed Name: ____________________________  Date: ____________________________

Montana county and state authorities reserve the right to reject any form that has been altered.
This form is available in alternate formats for people with disabilities.
This form authorizes the Department of Justice, Motor Vehicle Division, to release my driving record to another person or entity.

Name on Driving Record: ____________________________

Driver License #: ____________________________

Date of Birth: ____________________________

Residing at: ____________________________

I hereby authorize the Department of Justice to release my driving record to the following individual or entity:

Name: ____________________________

Address: ____________________________

I certify under penalty of law (MCA 45-7-203 Unsworn Falsification to Authorities):

- I have read the Montana Driver Protection Act, § 61-11-501 through 61-11-516, Montana Code Annotated, and understand that I can only use the information in this driving record for limited purposes.
- I am the person listed as the requestor.
- If I am signing for an entity, the entity authorized me to do so.
- The information I put on this form is true and correct to the best of my knowledge.

Signature: ____________________________

This is my legal signature

Printed Name: ____________________________ Date: ____________________________
Title 49 CFR, Part 392
Driving of Commercial Motor Vehicles

GENERAL: Every motor carrier, its officers, agents, representatives and employees responsible for the management, maintenance, operations or driving of commercial motor vehicles, or the hiring, supervising, training, assigning or dispatching of drivers shall be instructed and comply with these rules governing the driving of commercial motor vehicles.

Every commercial motor vehicle must be operated in accordance with the laws, ordinances and regulations of the jurisdiction in which it is being operated. However, if a regulation of the Federal Motor Carrier Safety Administration imposes a higher stand of care than that law, ordinance or regulation, the Federal Motor Carrier Safety Administration must be complied with.

All regulations pertaining to ill or fatigues drivers, drugs and other substances, and alcohol prohibitions must be complied with. All drivers must be satisfied the vehicles being operated are in safe condition and all cargo is properly secured. A vehicle providing transportation requiring operating authority must not be operated without securing the proper authority or beyond the scope of that authority.

EQUIPMENT, INSPECTION AND USE: No commercial motor vehicle shall be driven unless the driver is satisfied the following parts and accessories are in good working order, nor shall any driver fail to use or make use of such parts and accessories when needed:

- Service brakes, including trailer brake connections
- Parking brake
- Steering mechanism
- Lighting devices and reflectors
- Tires
- Horn
- Windshield wiper or wipers
- Rear-vision mirror or mirrors
- Coupling devices

DRIVING OF VEHICLES: Extreme caution in the operation of a commercial motor vehicle shall be exercised when hazardous conditions, such as those caused by snow, ice, sleet, fog, mist, rain, dust, or smoke, adversely affect visibility or traction. Chains are required to be in use when signs are posted in Montana.

PROHIBITED PRACTICES:
- Written permission from the motor carrier is required for passengers to ride on a commercial motor vehicle. This permission must designate the name of the passenger, the points where the transportation is to begin & end and the date upon which such authority expires.
- No loaded bus shall be towed or pushed;
- No driver shall use a radar detector in a commercial motor vehicle or operate a commercial motor vehicle that is equipped with or contains any radar detector.
- No person shall ride within the closed container of a commercial motor vehicle unless there is a means to exit from the inside.
- No motor carrier shall allow or require its drivers to engage in texting while driving.
- No driver shall use a hand-held mobile telephone while driving a CMV.

For additional information go to SubPart A, General:
Title 49 CFR, Part 392
Driving of Commercial Motor Vehicles

Illness or Fatigue
No driver is permitted to operate a motor vehicle when his/her ability and/or alertness is impaired by fatigue, illness, or any other cause that makes it unsafe to begin (or continue) to drive the vehicle.

Drugs
No driver may be on duty and possess, be under the influence of or use:
- Any schedule I drug or other substance listed in Appendix D;
- Any amphetamine or formulation of any amphetamine (including pep pills and bennies);
- Narcotics or derivatives;
- Any other substance that makes driving unsafe.

Alcohol
A driver is forbidden to consume or be under the influences of alcohol within four hours of going on duty, while on duty, or while driving. A driver is forbidden to possess an alcoholic beverage while on duty unless it is a manifested part of the shipment.

Safe Loading
No one may drive or require anyone to drive a commercial motor vehicle unless the cargo is properly loaded and secured.

Railroad Crossing/Stopping
Motor vehicles transporting a placarded hazardous materials and buses transporting passengers are forbidden to cross railroad tracks without first stopping and looking both ways. Additionally, the driver must not shift gears while crossing the tracks.

Seat Belts
A driver must not drive before correctly restraining him/herself, if the vehicle is equipped with seat belt assemblies.

Emergency Signals for Stopped Vehicles
A vehicle stopped upon a highway must activate the vehicle’s hazard warning flashers at once. The driver must leave the flashers on until warning devices are activated. The flashers must again be used while the warning devices are being picked up and before the vehicle moves on.

Placement of warning devices
The warning devices must be placed as follows (except where special rules apply):
- One warning device must be placed on the traffic side of the vehicle, within ten feet, in the direction of approaching traffic;
- A second device must be placed facing approaching traffic approximately 100 feet away in the center of the lane or shoulder where the vehicle is stopped;
- The third device must be placed about 100 feet away from the stopped vehicle, in the direction away from approaching traffic.

Radar Detectors
Radar detectors shall not be used by a driver in a commercial vehicle:
- A driver shall not operate any commercial motor vehicle that is equipped with a radar detector.
- Motor carriers shall not require or permit a driver to violate the radar
Title 49 CFR, Part 395
Property Carrying Hours-of-Service

Who is subject to the hours of service rules?
A carrier engaged in commerce within Montana if it is using:
- A vehicle or a vehicle combination with a gross vehicle weight rating over 10,000 lbs. (interstate) or over 26,000 lbs. (intrastate);
- Transporting hazardous materials of a type or quantity that requires the vehicle to be placarded.

Definitions
“On duty time” is all time a driver spends performing work, or being ready to work, until being relieved by the carrier of all responsibility. “On duty” time also includes any compensated work performed by the driver for a non-motor carrier entity.

“Driving time” is all time spent at the driving controls of a commercial motor vehicle in operation.

“Off duty” means the driver has been relieved of all responsibilities, not being compensated by the carrier.

“Record of duty status” is the tracking of work hours by means of a graph, grid, log or an Electronic logging device.

“Time record” is a time card or other record showing the time the driver reports for duty each day, total hours the driver is on duty each day, time the driver is released from duty each day, and total time for preceding days if the driver is used for first time or intermittently. See Short-haul note.

A motor carrier may not permit or require a driver to drive after:
11 hours driving time following 10 consecutive hours off duty; being on duty 14 hours following 10 consecutive hours off duty; being on duty 60 hours in a 7-day period; being on duty 70 hours in any period of 8 consecutive days if the carrier operates every day of the week. Any 7 or 8-day period may restart after 34 consecutive hours off duty.

Time spent by a driver in a compensated non-motor carrier position is considered on duty time and must be included in the 14 and 60/70 hour rules. (Example: a part time position delivering pizza.)

Calculation of the 14-hour limit includes all time except any off duty time of at least 10 consecutive hours or longer or any sleeper-berth time of at least 7 consecutive hours or longer. Driver must show a 30 minute break before the 8th hour of driving.

What record keeping is required?
Electronic logging device a device or technology that automatically records a driver's driving time and facilitates the accurate recording of the driver's hours of service.

- Date & Time
## Title 49 CFR, Part 395

**Property Carrying Hours-of-Service**

| What your Electronic logging (ELD) device must record/retain | • Geographic location information which includes Longitude and latitude, Nearby city, compass direction and distance from city. |
| | • Engine hours which includes Engine power up/shut down. |
| | • Vehicle miles |
| | • Driver identification |
| | • Vehicle identification |
| | • Motor Carrier identification |
| | • Driver login/logout. |
| | • Duty status changes which includes Personal use or yard moves |
| | • Certification of driver’s daily record. |
| | • 60-minute intervals when the vehicle is in motion. |
| | • Malfunction of diagnostic events. |

| Carriers can access FMCSA web site to view self-certified Manufactures of ELDs | [https://www.fmcsa.dot.gov/hours-service/elds/equipment-registration](https://www.fmcsa.dot.gov/hours-service/elds/equipment-registration) |

| Exceptions to ELD | • 150 air-mile radius drivers may continue to use timecards as allowed by 395.1(e)(1). |
| | • 150 air-mile radius non-CDL property drivers may continue to use time cards as allowed by 395.1(e)(2). |
| | • Using paper RODS not more than eight days in any thirty-day period. |
| | • Drive away-tow away operations. |
| | • Driving vehicles manufactured before model year 2000. |

| Supporting Documents retention | Regulations state carrier must retain documents associated with driver activity each day. The records must be maintained for at least 6 months. The following is a list of the types of documents you must maintain. |
| | • Bills of lading, itineraries, schedules, or equivalent, with origin and destination of each trip. |
| | • Dispatch records, trip records, or equivalent. |
| | • Expense receipts related to on-duty (not driving) periods. |
| | • Electronic mobile communication records. |
| | • Payroll records, settlement sheets, or equivalent |

| Short-haul operations CDL drivers: (ELD Exception) | Drivers are exempt from electronic logging device if all of the following requirements are met: |
| | • Operates within 150 air-mile radius (172.06 miles) of the normal work reporting location. |
| | • Returns to the same work reporting location and is relieved of duties within 14 hours (over 14 hours requires a logbook entry). |
Short-haul operations CDL drivers: (ELD Exception) (Continued)

- Does not exceed 11 hours driving;
- Ten consecutive hours off duty separate each 14 hours on duty;
- Carrier maintains for a period of 6 months, true and accurate time records showing; start and ending times, total hours worked, total time for preceding seven days if driver is used for the first time or intermittently.

Non-CDL drivers are exempt from keeping logbooks if all of the following requirements are met:

- Operates within 150 air-mile radius (172.06 miles) of the normal work reporting location;
- Does not exceed 11 hours driving;
- Ten consecutive hours off duty separate each on duty period;
- Does not drive after the 14th hour of coming on duty 5 days of any period of 7 consecutive days; and
- Carrier maintains for a period of six months, true and accurate time records showing: start and ending times, total hours worked, total time for preceding seven days (if driver is used for the first time or intermittently).

A driver may extend the 14 hour rule to 16 hours twice in every 7 consecutive days provided he does not drive after the 16th hour and keeps a log for that day.

Over hours and/or false logs

Drivers found driving in excess of maximum hours or failing to keep a proper record of duty status for current day and 7 prior consecutive days shall be put out of service. A driver that is out of service (OOS) shall not be required or permitted to drive and a driver may not drive a motor vehicle until the driver has hours available.

The driver may meet the rest requirements using one of the four options described in the table on the following page: Again, driver must take a 30-minute break before the end of the 8 hours of driving. Drivers can satisfy the 30-minute break with any consecutive 30 total minutes spent in one or more of the following statuses (off-duty, sleeper berth, and/or on-duty not driving).
## Title 49 CFR, Part 395

**Property Carrying Hours-of-Service**

<table>
<thead>
<tr>
<th>Provisions</th>
<th>Off Duty Time</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Option 1</strong></td>
<td>395.1(g)(1)(i)(A)(1)</td>
</tr>
<tr>
<td><strong>Option 2</strong></td>
<td>Continuous Sleeper Berth Provision 395.1(g)(1)(i)(A)(1)</td>
</tr>
<tr>
<td><strong>Option 3</strong></td>
<td>Continuous Off Duty and sleeper Berth Provision 395.1(g)(1)(i)(A)(3)</td>
</tr>
<tr>
<td><strong>Option 4</strong></td>
<td>Sleeper Berth Provision 395.1(g)(1)(i)(A)(4) and 395.1 (g)(1)(ii)</td>
</tr>
</tbody>
</table>

The provisions for Agricultural, Ground Water Well Drilling Operations, and Utility Service Vehicles can be found in CFR 395.1.

For additional information refer to:
Time Card – Log Book Combination (Part 395)

Company Name: _____________________________  City: _____________________________

Driver: ________________________________  Date: ________________________________

Job Name: _____________________________  Total Miles: __________  Fuel: ________________________________

Truck # _____________________________  Pup # _____________________________  Lunch: ________________________________

Start Time: _____________________________  End Time: _____________________________  Total Hours: ________________________________

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<tr>
<th>Ticket #</th>
<th>Time Loaded</th>
<th>Weight/Time</th>
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DRIVERS INSPECTION REPORT

Oil________ Antifreeze _________ Mileage __________

Power Unit

- Service brakes including trailer connections
- Parking (hand) brake
- Lighting devices & reflectors
- Horn
- Rear vision mirrors
- Steering mechanism
- Tires
- Windshield wipers
- Coupling devices
- Emergency equipment
- Wheel and rims

Towed Unit(s)

- Service brakes including connections
- Brakes
- Lighting devices & reflectors
- Wheels and rims
- Tires
- Coupling devices
- Cargo securement

Reporting Driver: _____________________________

Maintenance Action:

- Repairs Made
- No Repairs Needed

Mechanics Signature: _____________________________  Date: _____________________________

Reviewing Driver: _____________________________  Date: _____________________________

When the exemption found in 395.1(e) is not met the above graph must be used. Example: when driver/operator exceeds the 12-hour exemption or travels beyond a 100-mile radius of home operation.
**DRIVER'S DAILY LOG**

One calendar day - 24 hours

<table>
<thead>
<tr>
<th>(Month)</th>
<th>(Day)</th>
<th>(Year)</th>
<th>(Total miles driving today)</th>
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<th>(Vehicle numbers - (Show each unit))</th>
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I certify these entries are true and correct:

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<th>(Driver's signature in full)</th>
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<th>(Name of Carrier or Carriers)</th>
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**Main Office Address**

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<th>MID-NIGHT</th>
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<th>11</th>
<th>TOTAL HOURS</th>
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<td>1. OFF DUTY</td>
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**Remarks**

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Pro or Shipping No. ____________________________
DRIVERS TIME RECORD FOR A PROPERTY CARRYING COMMERCIAL DRIVER

Driver’s Name (print) _________________________ Employee No. _______ Month ________ Year

Driver’s may prepare this report instead of the “drivers daily log” if the following applies:
- The driver operates within a 100 air-mile radius of the normal work reporting location;
- The driver returns to the work reporting location and is released from work within 12 consecutive hours;
- The driver has at least 10 consecutive hours off duty separating each 12 hours on duty;
- The driver does not exceed 11 hours maximum driving time following 10 consecutive hours off duty;
- The motor carrier that employs the driver maintains and retains for a period of 6 months accurate and true time records showing:
  - The time the driver reports for duty each day;
  - The total number of hours the driver is on duty each day;
  - The time the driver is released from duty each day; and
  - The total time for the proceeding 7 days in accordance with Part 395.8(j)(2) for drivers used for the first time or intermittently.

The driver may extend the 14 hour rule to 16 hours 1 day in a 7/8 day period provided he does not drive after the 16th hour of coming on duty and keeps a log for that day. Carriers utilizing this document must not exceed 60/70 hour rule.

<table>
<thead>
<tr>
<th>Date</th>
<th>Start Time All Duty</th>
<th>End Time All Duty</th>
<th>Total Hours</th>
<th>Truck #</th>
<th>Driving CMV Yes/No</th>
<th>Comments</th>
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</table>
DRIVERS TIME RECORD FOR A PROPERTY CARRYING NON-CDL COMMERCIAL DRIVER

Driver’s Name (print) _________________________ Employee No. _______ Month ________ Year

Driver’s may prepare this report instead of the “drivers daily log” if the following applies:
- The driver operates within a 150 air-mile radius of the normal work reporting location;
- The driver has at least 10 consecutive hours off duty separating each duty tour;
- The driver does not exceed 11 hours maximum driving time following 10 consecutive hours off duty;
- The driver does not drive after the 14th hour of coming on duty 5 days of any period of 7 consecutive days
- The motor carrier that employs the driver maintains and retains for a period of 6 months accurate and true time records showing:
  o The time the driver reports for duty each day;
  o The total number of hours the driver is on duty each day;
  o The time the driver is released from duty each day; and
  o The total time for the proceeding 7 days in accordance with Part 395.8(j)(2) for drivers used for the first time or intermittently.

The driver may extend the 14 hour rule 2 days in any 7 consecutive day period provided he does not drive after the 16th hour of coming on duty and keeps a log for those days. **Carriers utilizing this document must not exceed 60/70 hour rule**

<table>
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<tr>
<th>Date</th>
<th>Start Time All Duty</th>
<th>End Time All Duty</th>
<th>Total Hours</th>
<th>Truck #</th>
<th>Driving CMV Yes/No</th>
<th>Comments</th>
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DRIVER STATEMENT OF ON-DUTY HOURS

INSTRUCTIONS: Motor carriers, when using a driver for the first time or intermittently, shall obtain from the driver a signed statement giving the total time on duty during the immediately preceding 7 days and time at which the driver was last relieved from duty prior to beginning work for the motor carrier as per Part 395.8(j)(2) Federal Motor Carrier Safety Regulations (FMCSR). NOTE: Hours for any compensated work during the preceding 7 days, including work for a non-motor carrier entity, must be recorded on this form.

Driver Name (Print): __________________________________________

Driver’s License Number: ___________ Class: _____ Endorsement(s): ________ Restriction(s): ______________

Type of License: ____________________________ Issuing State: __________________________

<table>
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<th>DAY</th>
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HOURS WORKED

TOTAL HOURS

I hereby certify that the information given above is correct to the best of my knowledge and belief and that I was last relieved from work at:

_________________________ On __________________________

Time Day Month Year

_________________________ Driver’s Signature ___________________________ Date __________________________

INSTRUCTIONS: When employed by a motor carrier, a driver must report to the carrier all on duty time including time working for other employers. The definition of on duty time found in Section 395.2(8)(9) of the FMCSR’s includes time performing any other work in the capacity of, or in the employ or service of, a common, contract or private motor carrier, also performing any compensated work for any non-motor carrier entity.

Are you currently working for another employer? □ Yes □ No

At this time, do you intend to work for another employer while still employed by this company? □ Yes □ No

I hereby certify that the information given above is true and I understand that once I become employed with this company, if I begin working for any additional employers for compensation, I must inform this company immediately of such employment activity.

_________________________ Drivers Signature ___________________________ Date __________________________
Title 49 CFR, Part 395  
**Passenger Carrying Hours-of-Service**

<table>
<thead>
<tr>
<th>Who is subject to the hours of service rules?</th>
<th>A carrier engaged in commerce within MT if it is using:</th>
</tr>
</thead>
<tbody>
<tr>
<td>A motor carrier may not permit or require a driver to drive and no driver shall drive after:</td>
<td>10 hours driving time following 8 consecutive hours off-duty; being on duty 15 hours following 8 consecutive hours off duty; being on duty 60 hours in a 7 day period; being on duty 70 hours in any period of 8 consecutive days if the carrier operates every day of the week.</td>
</tr>
<tr>
<td>What record keeping is required?</td>
<td>Electronic logging device a device or technology that automatically records a driver's driving time and facilitates the accurate recording of the driver's hours of service.</td>
</tr>
</tbody>
</table>
| What your Electronic logging (ELD) device must record/retain | • Date &Time  
• Geographic location information which includes Longitude and latitude, Nearby city, compass direction and distance from city.  
• Engine hours which includes Engine power up/shut down.  
• Vehicle miles  
• Driver identification  
• Vehicle identification  
• Motor Carrier identification |
Title 49 CFR, Part 395
**Passenger Carrying Hours-of-Service**

What your Electronic logging (ELD) device must record/retain (continued)

- Driver login/logout.
- Duty status changes which includes Personal use or yard moves.
- Certification of driver’s daily record.
- 60-minute intervals when the vehicle is in motion.
- Malfunction of diagnostic events.

Carriers can access FMCSA web site to view self-certified Manufactures of ELDs

[https://www.fmcsa.dot.gov/hours-service/elds/equipment-registration](https://www.fmcsa.dot.gov/hours-service/elds/equipment-registration)

Regulations state carrier must retain documents associated with driver activity each day. The records must be maintained for at least 6 months. The following is a list of the types of documents you must maintain.

- Trip logs, itineraries, schedules, or equivalent, with origin and destination of each trip.
- Dispatch records, trip records, or equivalent.
- Expense receipts related to on-duty (not driving) periods.
- Electronic mobile communication records.
- Payroll records, settlement sheets, or equivalent.

Exceptions to ELD

- 100 air-mile radius drivers may continue to use timecards as allowed by 395.1(e)(1).
- Using paper RODS not more than eight days in any thirty day period.
- Drive away-tow away operations.
- Driving vehicles manufactured before model year 2000.

Over hours and/or false logs

Drivers found driving in excess of maximum hours or failing to keep a proper record of duty status for current day and 7 prior consecutive days shall be put out of service. A driver that is out of service (OOS) shall not be required or permitted to drive and a driver may not drive a motor vehicle until the driver has hours available.
Vehicle inspections, repair and maintenance are critical to the safe operation of commercial motor vehicles. They are designed to reduce accidents, injuries and fatalities resulting from unsafe vehicles operating on the highways. Maintenance standards cover systematic maintenance, pre-trip/post-trip inspection reports and annual inspections.

**General Standards**

393 (Parts and Accessories) and 396 (Inspection, Repair and Maintenance)
- A carrier is responsible for ensuring that it properly inspects, repairs and maintains vehicles under its control.
- A motor vehicle may not be operated when its mechanical condition is likely to cause an accident or breakdown.
- Parts and accessories must be in safe operating condition at all times.
- A vehicle must be maintained according to the vehicle manufacture’s recommended schedule, or an improved schedule based on actual operating conditions, and
- Push out windows, emergency doors and emergency door markings, and lights in buses must be inspected at least every 90 days.

**Motor Carriers who must comply**

The following carriers, operating in interstate/intrastate commerce must comply with the systematic maintenance standards.
- Vehicles with a gross vehicle weight rating (GVWR) or gross combination weight rating of 10,001 or more pounds (interstate);
- Vehicles with a gross vehicle weight rating (GVWR) or gross combination weight rating of 26,001 or more pounds (intrastate);
- Capable of hauling 8-15 or more passengers, including the driver;
- Vehicle is used in the transportation of hazardous materials in a quantity requiring placarding under the Hazardous Materials Transportation Act (HMTA) Regulations.

**Required Records**

For each vehicle a carrier controls for 30 consecutive days or more, the carrier must ensure the proper vehicle maintenance records are maintained. Each vehicle record must contain:
- Vehicle identification including company number, make, serial number, year and tire size.
- If the vehicle is leased, the person furnishing the vehicle must be identified.
- Due date and type of inspections and maintenance operations to be performed.
- A record of inspections and maintenance operations to be performed.
- A record of tests conducted on push out windows, emergency doors, and emergency door marking lights on buses.

**Where records must be maintained?**

Vehicle maintenance records must be retained where the vehicle is maintained for a period of one year and for six months after the vehicle leaves the carrier’s control. (Sold)
Title 49 CFR, Part 396
Vehicle Maintenance Standards

Roadside Inspection Reports

Any driver who receives a roadside inspection report must deliver it to the motor carrier. An official of the motor carrier is to examine the roadside inspection report and ensure that the violations or defects noted on the report are corrected before the vehicle is re-dispatched. Within 15 days after the inspection, the carrier must sign the completed roadside inspection report to certify that all violations have been corrected and then return it to the indicated address on the report. **A copy must be retained for 12 months from the date of inspection.**

Driver Vehicle Inspection Report (DVIR)

The motor carrier shall require a driver vehicle inspection report to be completed at the end of each day’s work on each vehicle operated and the report shall cover the following: A Driver inspection report only needs to be filled out if a defect is discovered or reported to the driver.

- Parking (hand) brake
- Lighting devices and reflectors
- Tires
- Rear vision mirrors
- Wheels and rims
- Service brakes including trailer brake connections
- Steering mechanism
- Horn
- Windshield wipers
- Coupling devices
- Emergency equipment

When defects are noted on the Driver Vehicle Inspection Report

The report shall identify the vehicle, any defect or deficiency discovered by the driver, which would affect the safety of the operation of the vehicle or result in its mechanical breakdown. If no defect is discovered, the report shall so indicate. In all instances, the driver shall sign the report.

Prior to requiring or permitting a driver to operate a vehicle, the motor carrier shall repair any defect or deficiency listed on the driver vehicle inspection report, which would likely affect the safety of operation of the vehicle. Every motor carrier or its agent shall certify on the original driver vehicle inspection report any listed defect that has been repaired or that repair is unnecessary before the vehicle is operated again. **These reports shall be maintained for a period of three months.**

Before driving a motor vehicle, the driver shall: be satisfied that the vehicle is in safe operating condition; review the last driver vehicle inspection report; and sign the report if defects or deficiencies were noted by the driver who prepared the report, to acknowledge that the driver has reviewed it and that there is a certification that the required repairs have been performed.

Periodic Inspection

Every commercial vehicle shall have a periodic inspection that must be performed at least once every 12 months.
## Periodic Inspection (continued)

At a minimum, inspections must include all items enumerated in the Minimum Periodic Inspection Standards, Appendix G, Subchapter B, Part 396. Carriers may perform required annual inspections themselves, with a qualified inspector. The original or copy of the periodic inspection report must be retained by the motor carrier for **14 months** from the report date.

## Inspector Qualifications

Documentation of the most recent periodic inspection must be kept on the vehicle (report, sticker or decal).

A motor carrier must ensure that the individual(s) performing an annual inspection is qualified. The inspector must:
- Understand the inspection standards of Part 393 and Appendix G.
- Be able to identify defective components.
- Have knowledge and proficiency in methods, procedures and tools.

### What experience or training qualifies an inspector?

Inspectors may have gained experience or training by:
- Completing a State/Federal training program, or earning a State or Canadian Province qualifying certificate in commercial motor vehicle safety inspections.
- A combination of other training or experience totaling at least a year (**See 396.19 for reference**). (Sample certificate following).

### Evidence of Qualifications

Evidence of the inspector’s qualification must be maintained until one year after the inspector ceases to perform inspections for the carrier.

### Brake Inspectors

The motor carrier is responsible for ensuring that all inspections, maintenance, repairs and service to brakes of commercial motor vehicles comply with these regulations. Employees responsible for brake inspections, maintenance, service or repairs must meet minimum brake inspector qualifications. (Sample certificate following).
<table>
<thead>
<tr>
<th>Item</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>396.3(b)</strong> Maintenance File required for each vehicle under control for 30 days or more.</td>
</tr>
<tr>
<td><strong>396.3 (b)(1)</strong> Labeling: Must contain:</td>
</tr>
<tr>
<td>1. Identification of the vehicle to include:</td>
</tr>
<tr>
<td>a. Company number if so marked</td>
</tr>
<tr>
<td>b. Make</td>
</tr>
<tr>
<td>c. Serial number (VIN)</td>
</tr>
<tr>
<td>d. Year</td>
</tr>
<tr>
<td>e. Tire size</td>
</tr>
<tr>
<td>f. Leased vehicles-identify the owner/provider</td>
</tr>
<tr>
<td><strong>396.3(b)(2)</strong> 2. Schedule of maintenance (Written Maintenance Plan).</td>
</tr>
<tr>
<td><strong>396.3(b)(3)</strong> 3. Record of Inspection, Repairs and Maintenance. (indicating their date and nature of repair/inspection)</td>
</tr>
<tr>
<td><strong>396.3(c)</strong> 4. Record retention- Keep all of the above on file until 1 year and for 6 months after vehicle leaves company.</td>
</tr>
<tr>
<td><strong>396.9(d)</strong> 5. Copy of all roadside inspections.</td>
</tr>
<tr>
<td><strong>396.9(d)(3)(ii)</strong> Retain copy for 12 months from date of inspection.</td>
</tr>
<tr>
<td><strong>396.11</strong> 6. Daily Vehicle Inspection Reports (DVIR).</td>
</tr>
<tr>
<td><strong>396.11( c ) (2)</strong> Maintain on file for 3 months.</td>
</tr>
<tr>
<td>(certificate of repairs and certification of driver’s review)</td>
</tr>
<tr>
<td><strong>396.17</strong> 7. Documentation of periodic inspection</td>
</tr>
<tr>
<td>- required every 12 months.</td>
</tr>
<tr>
<td>(report or other document such as a sticker or decal)</td>
</tr>
<tr>
<td><strong>396.21</strong> Retain for 14 months from date of inspection.</td>
</tr>
<tr>
<td><strong>396.19</strong> 8. Evidence of individual’s qualification to conduct annual inspections.</td>
</tr>
<tr>
<td>(Maintain while perform inspections and 1 year after leaving or no longer performing inspections.)</td>
</tr>
<tr>
<td><strong>396.25</strong> 9. Evidence of a brake inspector’s qualifications.</td>
</tr>
<tr>
<td>(Retain for while doing inspections and 1 year after leaving or no longer performing inspections.)</td>
</tr>
<tr>
<td><em>However, motor carriers do not have to maintain evidence of qualifications to inspect brake systems by persons who have passed the air brake knowledge and skills tests for the commercial driver’s license.</em></td>
</tr>
</tbody>
</table>
Driver's Vehicle Inspection Report

Check any defective item and give details under "Remarks".

DATE: __________________________

TRUCK/TRACTOR NO. ______________

- Air Compressor
- Air Lines
- Battery
- Brake Accessories
- Brakes
- Carburetor
- Clutch
- Defroster
- Drive Line
- Engine
- Fifth Wheel
- Front Axle
- Fuel Tanks
- Heater
- Horn
- Lights
- Head – Stop
- Tail – Dash
- Turn Indicators
- Mirrors
- Muffler
- Oil Pressure
- On-Board Recorder
- Radiator
- Rear End
- Safety Equipment
- Fire Extinguisher
- Flags-Flares-Fuses
- Spare Bulbs & Fuses
- Spare Seal Beam
- Springs
- Starter
- Steering
- Tachograph
- Tires
- Transmission
- Wheels
- Windows
- Windshield Wipers
- Other

TRAILER(S) NO(S). ________________

- Brake Connections
- Brakes
- Coupling Chains
- Coupling (King) Pin
- Doors
- Hitch
- Landing Gear
- Lights-All
- Roof
- Tarpaulin
- Tires
- Wheels
- Other
- Springs

Remarks: ____________________________________________

______________________________

☐ CONDITION OF THE ABOVE VEHICLE IS SATISFACTORY

DRIVER'S SIGNATURE ____________________________________________

☐ ABOVE DEFECTS CORRECTED

☐ ABOVE DEFECTS NEED NOT BE CORRECTED FOR SAFE OPERATION OF VEHICLE

MECHANIC'S SIGNATURE ______________________________ DATE __________

DRIVER'S SIGNATURE ______________________________ DATE __________
# ANNUAL VEHICLE INSPECTION REPORT

<table>
<thead>
<tr>
<th>VEHICLE COMPONENTS INSPECTED</th>
<th>OK</th>
<th>NA</th>
<th>REPORT DATE</th>
<th>ITEM</th>
<th>OK</th>
<th>NA</th>
<th>REPORT DATE</th>
<th>ITEM</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. BRAKE SYSTEM</td>
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<tr>
<td>a. Service Brakes</td>
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<td>b. Parking Brake System</td>
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<td>c. Brake Drums or Rotors</td>
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<td>d. Brake Hose</td>
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<td>e. Brake Tubing</td>
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<td>f. Low Pressure Warning Device</td>
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<tr>
<td>g. Tractor Protection Valve</td>
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<tr>
<td>h. Air Compressor</td>
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<tr>
<td>i. Electric Brakes</td>
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<tr>
<td>j. Hydraulic Brakes</td>
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<tr>
<td>k. Vacuum Systems</td>
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</tr>
</tbody>
</table>

| 2. COUPLING DEVICES          |    |    |             |      |    |    |             |      |
| a. Fifth Wheels              |    |    |             |      |    |    |             |      |
| b. Pintle Hooks              |    |    |             |      |    |    |             |      |
| c. Drawbar/Towbar Eye        |    |    |             |      |    |    |             |      |
| d. Drawbar/Towbar Tongue     |    |    |             |      |    |    |             |      |
| e. Safety Devices            |    |    |             |      |    |    |             |      |
| f. Saddle-Mounts             |    |    |             |      |    |    |             |      |

| 3. EXHAUST SYSTEM            |    |    |             |      |    |    |             |      |
| a. Any exhaust system        |    |    |             |      |    |    |             |      |
| determined to be leaking at  |    |    |             |      |    |    |             |      |
| a point forward of or directly|    |    |             |      |    |    |             |      |
| below the driver/sleeper     |    |    |             |      |    |    |             |      |
| compartment.                 |    |    |             |      |    |    |             |      |
| b. A bus exhaust system      |    |    |             |      |    |    |             |      |
| leaking or discharging to    |    |    |             |      |    |    |             |      |
| the atmosphere in violation  |    |    |             |      |    |    |             |      |
| of standards (1), (2) or (3).|    |    |             |      |    |    |             |      |
| c. No part of the exhaust    |    |    |             |      |    |    |             |      |
| system of any motor vehicle  |    |    |             |      |    |    |             |      |
| shall be so located as       |    |    |             |      |    |    |             |      |
| would be likely to result in |    |    |             |      |    |    |             |      |
| burning, charring, or        |    |    |             |      |    |    |             |      |
| damaging the electrical      |    |    |             |      |    |    |             |      |
| wiring, the fuel supply, or  |    |    |             |      |    |    |             |      |
| any combustible part of the  |    |    |             |      |    |    |             |      |
| motor vehicle.               |    |    |             |      |    |    |             |      |

| 4. FUEL SYSTEM               |    |    |             |      |    |    |             |      |
| a. Visible leak              |    |    |             |      |    |    |             |      |
| b. Fuel tank filler cap      |    |    |             |      |    |    |             |      |
| missing                      |    |    |             |      |    |    |             |      |
| c. Fuel tank securely         |    |    |             |      |    |    |             |      |
| attached                      |    |    |             |      |    |    |             |      |

| 5. LIGHTING DEVICES          |    |    |             |      |    |    |             |      |
| All lighting devices         |    |    |             |      |    |    |             |      |
| and reflectors required by   |    |    |             |      |    |    |             |      |
| Section 393 shall be         |    |    |             |      |    |    |             |      |
| operable.                    |    |    |             |      |    |    |             |      |

| 6. SAFE LOADING              |    |    |             |      |    |    |             |      |
| Part(s) of vehicle or        |    |    |             |      |    |    |             |      |
| condition of loading such    |    |    |             |      |    |    |             |      |
| that the spare tire or any   |    |    |             |      |    |    |             |      |
| part of the load or dunnage  |    |    |             |      |    |    |             |      |
| can fall onto the roadway.   |    |    |             |      |    |    |             |      |
| Protection against shifting  |    |    |             |      |    |    |             |      |
| cargo.                       |    |    |             |      |    |    |             |      |

| 7. STEERING MECHANISM        |    |    |             |      |    |    |             |      |
| a. Steering Wheel Free Play  |    |    |             |      |    |    |             |      |
| b. Steering Column           |    |    |             |      |    |    |             |      |
| c. Front Axle Beam and All   |    |    |             |      |    |    |             |      |
| Steering Components          |    |    |             |      |    |    |             |      |
| Other Than Steering Column   |    |    |             |      |    |    |             |      |
| d. Steering Gear Box         |    |    |             |      |    |    |             |      |
| e. Pitman Arm                |    |    |             |      |    |    |             |      |
| f. Power Steering            |    |    |             |      |    |    |             |      |
| g. Ball and Socket Joints    |    |    |             |      |    |    |             |      |
| h. Tie Rods and Drag Links   |    |    |             |      |    |    |             |      |
| i. Nuts                       |    |    |             |      |    |    |             |      |
| j. Steering System           |    |    |             |      |    |    |             |      |

| 8. SUSPENSION                |    |    |             |      |    |    |             |      |
| a. Any U-bolt(s), spring     |    |    |             |      |    |    |             |      |
| hanger(s), or other axle     |    |    |             |      |    |    |             |      |
| positioning part(s) cracked, |    |    |             |      |    |    |             |      |
| broken, loose or missing     |    |    |             |      |    |    |             |      |
| resulting in shifting of an  |    |    |             |      |    |    |             |      |
| axle from its normal position|    |    |             |      |    |    |             |      |
| b. Spring Assembly           |    |    |             |      |    |    |             |      |
| c. Torque, Radius or Tracking|    |    |             |      |    |    |             |      |
| Components.                  |    |    |             |      |    |    |             |      |

**INSTRUCTIONS:** MARK COLUMN ENTRIES TO VERIFY INSPECTION. OK, X, NA. IF ITEMS DO NOT APPLY, REPAIR DATE.

**CERTIFICATION:** THIS VEHICLE HAS PASSED ALL THE INSPECTION ITEMS FOR THE ANNUAL VEHICLE INSPECTION REPORT IN ACCORDANCE WITH 49 CFR 396.
Inspector Qualifications
Certification – 49 CFR – Part 396.19

Motor carriers are responsible for ensuring that individual(s) performing an annual inspection under 396.19 are qualified as follows:

- Understands the inspection criteria set forth in Part 393 and Appendix G and can identify defective components
- Is knowledgeable of and has mastered the methods, procedures, tools and equipment used when performing an inspection
- Is capable of performing an inspection by reason of experience, training, or both, and qualifies in one of the following categories (check all that apply):
  I. Successfully completed a State or Federal training program or has certificate: from a State or Canadian Province which qualifies the person to perform commercial vehicle safety inspections. Specify:

  or

II. Have a combination of training or experience totaling at least one year as follows (check all that apply):
   A. Participation in a truck manufacturer-sponsored training program or similar commercial training program designed to train students in truck operation and maintenance. Where and Date:

   B. _____ (years) experience as a mechanic or inspector in a motor carrier maintenance program. Name and Date:

   C. _____ (years) experience as a mechanic or inspector in truck maintenance at a commercial garage, fleet leasing company, or similar facility. Name of Facility and Dates:

   D. _____ (years) experience as a commercial vehicle inspector for a State, Provincial, or Federal Government. Where and Dates:

I certify the above information is true and accurate to the best of my knowledge.

Employee ____________________________ Signature of Mechanic/Inspector ____________________________ Date _____________

Motor Carrier/Company ____________________________ Signature of Employer/Supervisor ____________________________ Date _____________

Evidence of Inspector Qualifications are on file at:

__________________________________________
"Brake Inspector" means any employee of a motor carrier who is responsible for ensuring all brake inspections, maintenance, service, or repairs to any commercial motor vehicle, subject to the motor carrier’s control, meet the applicable Federal standards.

No motor carrier shall require or permit any employee who does not meet minimum brake inspector qualifications to be responsible for the inspection, maintenance, service or repairs of any brakes on its commercial motor vehicles.

**Minimum Qualifications**

- Understands and can perform brake service and inspection
- Is knowledgeable of and has mastered the methods, procedures, tools and equipment necessary to perform brake service and inspection
- Is capable of performing brake service or inspection by reason of experience, training, or both, and qualifies in one of the following categories (check all that apply):
  
  I. ☐ Has successfully completed an apprenticeship program sponsored or approved by a State, Canadian Province, a Federal agency or labor union, or has a certificate from a State or Canadian Province which qualifies the person to perform brake service or inspections. Specify:

     ___________________________________________________________________

  or

  II. ☐ Has brake-related training or experience or a combination thereof totaling at least one year as follows (check all that apply):

     A. ☐ Participation in brake maintenance or inspection training program sponsored by a brake or vehicle manufacturer or similar commercial training program. Where and Date:

         ___________________________________________________________________

     B. ☐ _____ (years) experience performing brake maintenance or inspection in a motor carrier maintenance program. Name and Date:

         ___________________________________________________________________

     C. ☐ _____ (years) experience performing brake maintenance or inspection at a commercial garage, fleet leasing company, or similar facility. Name of Facility and Dates:

         ___________________________________________________________________

I certify the above information is true and accurate to the best of my knowledge.

Employee _______________________________________________   ____________________________

Signature of Mechanic/Inspector Date

Motor Carrier/Company __________________________________________   _____________________

Signature of Employer/Supervisor  Date

Evidence of Inspector Qualifications are on file at:

_____________________________________________________________________________________

41
The hazardous materials regulations are applicable to the transportation of hazardous materials in commerce and their offering to:

- Interstate, intrastate, and foreign carriers by rail car, aircraft, motor vehicle and vessel.
- The representation that a hazardous material is present in a package, container, rail car, aircraft, motor vehicle or vessel.
- The manufacture, fabrication, marking, maintenance, reconditioning, repairing or testing of a package or container which is represented, marked, certified or sold for use in the transportation of hazardous materials (49 CFR 171.1(a)).

Persons who offer for transportation or transport in foreign, interstate or intrastate commerce: (a) any highway route controlled quantity of a Class 7 (radioactive) material; (b) more than 55 lbs. of a Division 1.1, 1.2, or 1.3 (explosive) material in a motor vehicle, rail car or freight container; (c) more than 1 L per package of a material extremely poisonous by inhalation; (d) a hazardous material in a bulk packaging having a capacity of 3,500 gallons for liquids or gases, or more than 468 cubic feet for solids; (e) a shipment in other than bulk packaging of 5,000 lbs. gross weight or more of one class of hazardous material for which the transport vehicles requires placarding; (f) any quantity of materials requiring placarding.

After January 1, 2005, the Federal Motor Carrier Safety Administration (FMCSA) requires motor carriers to obtain a Hazardous Materials Safety Permit (HMSP) prior to transporting certain highly hazardous materials. A HMSP is required to transport any of the following materials:

- A highway route-controlled quantity of a Class 7 (radioactive material);
- More than 55 lbs. of a Division 1.1, 1.2 or 1.3 (explosive) material or any amount of a Division 1.5 (explosive) material requiring placarding under 49 CFR 172;
- More than one liter per package of a "material poisonous by inhalation", that meets the criteria for "hazard zone A";
- A "material poisonous by inhalation", that meets the criteria for "hazard zone B", in a bulk packaging (greater than 119 gallons);
- A "material poisonous by inhalation", that meets the criteria for "hazard zone C", or "hazard zone D", in a packaging having a capacity equal to or greater than 3,500 gallons.
- A shipment of compressed or refrigerated liquefied methane or liquefied natural gas, or other liquefied gas with a methane content of at least 85 percent, in a bulk packaging having a capacity equal to or greater than 3,500 gallons.

If applicable, motor carriers will be required to apply for a HMSP the next time they are scheduled to file the MCS-150 form after January 1, 2005.
### Hazardous Materials Shipper/Carrier Responsibilities

**Shipper Responsibilities**

- Determine whether a material meets the definition of a “hazardous material”
- Proper Shipping Name
- Class/Division
- Identification Number
- Hazard Warning Label
- Packaging
- Marking
- Employee Training

**Carrier Responsibilities**

- Shipping Paper
- Emergency Response Information
- Emergency Response Telephone Number
- Certification
- Compatibility
- Blocking & Bracing
- Security Plan
- Incident Reporting

Listed above are the major responsibilities of HM shippers. General shipper responsibilities are contained in 49 CFR 173. Identification of a hazardous material is the first step, and, frequently the most difficult. Of all the shippers' (offerors) responsibilities, the requirement to properly classify a hazardous material is very important. It is from the proper identification of the hazardous material that the other requirements are based. A list of all material regulated by the DOT is located in section 172.101.

**Carrier Responsibilities**

- Shipping Paper
- Placard & Mark Vehicle
- Loading and Unloading
- Compatibility
- Blocking & Bracing
- Incident Reporting
- Security Plan
- Employee Training

The list above contains some of the major responsibilities of HM carriers. Carrier and offeror (ship) responsibilities frequently overlap. When a motor carrier performs a shipper function, the carrier is responsible for performing that function in accordance with 49 CFR.

### HM Classes

- **Class 1** = Explosives
- **Class 2** = Gases
- **Class 3** = Flammable Liquid
- **Class 4** = Flammable Solids
- **Class 5** = Oxidizing Substances; Organic Peroxides
- **Class 6** = Poisonous (Toxic) and Infectious Substances
- **Class 7** = Radioactive Material
- **Class 8** = Corrosives
- **Class 9** = Misc. Dangerous Goods
Title 49 CFR
Hazardous Materials Regulations

Definitions

"Bulk packaging" means a packaging other than a vessel or barge, including a transport vehicle or freight container, in which hazardous materials are loaded with no intermediate form of containment and which has:

- A maximum capacity greater than 119 gallons as a receptacle for a liquid;
- A maximum net mass greater than 882 pounds and a maximum capacity greater than 119 gallons as a receptacle for a solid;
- A water capacity greater than 1000 pounds as a receptacle for a gas as defined in 173.115.

"Consumer commodities" are materials that are packaged and distributed in a form intended for, or suitable for sale through retail sales. In order to determine if a particular hazardous material may qualify as a consumer commodity, refer to the section number in Part 173 identified in column 8 of the 172.101 Table for that material.

"Materials of Trade" transportation (see 49 CFR 171.8) by highway may be excepted from many of the requirements of the HM regulations when transported in accordance with the procedures contained in 49 CFR 173.6.

"ORM-D" materials are materials such as a consumer commodity, which is subject to the regulations, presents a limited hazard during transportation due to its form, quantity, and packaging. Each ORM-D material and category of ORM-D material is listed in the 49 CFR 172.101 Table and 173.144.

Shipping Papers

Each person who offers hazardous materials for transportation shall describe the hazardous materials on a shipping paper that conforms to the requirements of the HMR. No carrier may transport a hazardous material unless it is accompanied by a shipping paper that is prepared in accordance with the HMR. A properly prepared shipping paper must contain at least the following in the proper sequence:

- Identification Number
- Proper Shipping Name
- Hazardous Class
- Packing Group
- Total Quantity (Weight, Volume, Gallons, etc.)
- Emergency Phone Number

The emergency response telephone number may be anywhere on the shipping paper as long as it does not violate other rules and must be monitored at all times while the shipment is in transit.

Labeling

The basic marking requirements consist of the identification number, proper shipping name, class, packing group, quantity of the hazardous materials contained in the package with emergency number. Markings must be durable, in English and not obscured by other markings or labels.
Labeling (continued) General labeling requirements are contained in 49 CFR Subpart E, Part 172. Each person who offers for transportation or transport a hazardous material shall ensure the package is properly labeled. There are a number of exceptions to the labeling requirements contained in 172.400a.

Placarding General placarding requirements are contained in 172.504. Each bulk packaging, freight container, unit load device, transport vehicle or rail car containing any quantity of hazardous materials must be placarded on each side and each end with placards specified in tables 1 & 2.

<table>
<thead>
<tr>
<th>Table 1 (Placard Any Quantity)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hazard class or division</td>
</tr>
<tr>
<td>1.1.................................</td>
</tr>
<tr>
<td>1.2.................................</td>
</tr>
<tr>
<td>1.3.................................</td>
</tr>
<tr>
<td>2.3.................................</td>
</tr>
<tr>
<td>4.3.................................</td>
</tr>
<tr>
<td>5.2 (Organic Peroxide, Type B, liquid or solid, Temperature Controlled)</td>
</tr>
<tr>
<td>6.1 (Inhalation Hazard, Zone A or B)</td>
</tr>
<tr>
<td>7.0 (Radioactive Yellow III label only)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Table 2 (Placard 1,001 lbs or more)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hazard class or division</td>
</tr>
<tr>
<td>1.4.................................</td>
</tr>
<tr>
<td>1.5.................................</td>
</tr>
<tr>
<td>1.6.................................</td>
</tr>
<tr>
<td>2.1.................................</td>
</tr>
<tr>
<td>3.0.................................</td>
</tr>
<tr>
<td>Combustible Liquid .................</td>
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<tr>
<td>4.1.................................</td>
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<tr>
<td>4.2.................................</td>
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<tr>
<td>5.1.................................</td>
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<tr>
<td>5.2 (Other than Organic Peroxide, Type B, liquid or solid, Temperature Controlled)</td>
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<tr>
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<tr>
<td>6.2.................................</td>
</tr>
<tr>
<td>8.0.................................</td>
</tr>
<tr>
<td>9.0.................................</td>
</tr>
<tr>
<td>ORM-D ................................</td>
</tr>
</tbody>
</table>
HM Training
"General awareness" training is intended to raise the hazmat employees’ awareness of the HMR and the purpose and meaning of the hazard communication requirements. All hazmat employees must have this training.

HM Training (Continued)
"Function-specific" training is intended to teach the necessary knowledge, skills and abilities for an individual's job function. "Safety" training provides information concerning the hazards posed by materials in the workplace and personal protection measures. "Security" training must include an awareness of security risks associated with hazardous materials transportation and methods designed to enhance transportation security.

Security Plan
It is the hazmat employer's responsibility to determine the adequacy of the training being presented. Training may be in any appropriate format including lecture, conference, self-paced instruction, interactive video, etc. All new hazmat employees must be trained within 90 days of employment and must be supervised until properly trained. Recurrent training must take place every three years.

A record of current training, inclusive of the preceding three years, in accordance with this subpart, shall be created and retained by each hazmat employer for as long as that hazmat employee is employed.

Each hazmat employer subject to the security plan requirements (CFR 172.800) is required to establish and implement a security plan. The purpose of this requirement is to enhance the security of hazardous materials transported in commerce. Employers must also train each employee on the security plan and its implementation.

Your Security Plan should be a complete document and should include: (a) information on your security assessment; (b) how you address any vulnerabilities identified in the assessment; (c) what security measures you have adopted; (d) how, when, and by whom they will be implemented; (e) your organizational structure; and (f) the responsibilities of the various employee positions. In essence, your security plan is the detailed map of how you address the security assessment.

Each motor carrier should evaluate the threats it faces and its vulnerabilities based on its unique operations and facilities and should recognize that a cookie-cutter approach is not appropriate. The measures adopted by your company to address your vulnerabilities do not need to be complex or expensive to be effective, but the justification and rationale to support them needs to be sound and documented. The key to developing adequate security measures is to think "prevention".
| Security Plan (Continued) | Understand that the threat is very real and try to think like a terrorist when assessing your security weaknesses. More information on security plans can be obtained at [www.fmcsa.dot.gov](http://www.fmcsa.dot.gov) |
SECTION TWO

Part 382  Alcohol and Drug Testing Requirements
Part 383  Commercial Driver’s License Requirements
Title 49 CFR, Part 382
Controlled Substance and Alcohol Testing

Most drivers of commercial motor vehicles (CMV) engaged in interstate and intrastate transportation are subject to controlled substances and alcohol testing under the Code of Federal Regulations, Title 49 Parts 40 and 382. Employers are required to have a program and procedures in place to insure that all drivers who are required to possess a commercial driver's license (CDL), and who operate a commercial vehicle, are tested for drug and alcohol use. The purpose of controlled substance testing is to reduce highway accidents that result from driver use of these substances. Carrier should note; As of this printing, Marijuana use of any kind, including marijuana prescribed by a medical professional, that results in a positive test will disqualify a driver. A Carrier may not knowingly allow a CMV driver to drive a CMV who is in possession of or using any controlled substances.

**commercial motor vehicle (CMV)**

- Has a gross combination weight rating of 26,001 or more pounds inclusive of a towed unit with a gross vehicle weight rating or more than 10,000 pounds; or
- Has a gross vehicle rating of 26,001 pounds; or
- Is designed to transport 16 or more passengers, including the driver; or
- Is of any size and is used in transportation of hazardous materials which requires a placard on the vehicle.

**This law applies to:**

- For hire and private companies;
- Federal, state and local governments;
- Civic and church organizations;
- Farmers and custom harvesters unless exempted from CDL;
- Apiarian industries (Beekeeping)

**Alcohol Definitions**

“**Alcohol**” is the intoxication agent in beverage alcohol, ethyl alcohol, or low molecular weigh alcohol including methyl and isopropyl alcohol. **“Alcohol use”** is the consumption of any beverage, mixture or preparation (including medication) that contains alcohol.

**Alcohol Prohibitions**

The alcohol rule prohibits any alcohol use that could affect performance of a safety-sensitive function, including:

- Reporting for duty or remaining on duty to perform safety-sensitive functions with alcohol concentration of 0.04 BAC or greater;
- Use while performing safety-sensitive functions;
- Use during the 4 hours before performing safety-sensitive functions;
- Possession of alcoholic substances, unless transported and manifested as part of a shipment;
- Use during 8 hours following an accident, or until driver undergoes a post-accident test, whichever occurs first;
- Refusal to take a required test
### Tests Required

Drivers required to have a commercial driver’s license (CDL) are subject to:

- Pre-employment testing (a verified negative test result before first trip) Part 382.301;
- Post-accident testing (see chart in Part 382.303)
- Random testing (must include more than one driver, use a scientifically valid method and each driver has an equal chance of being tested each time);
- Reasonable suspicion testing (supervisor receive 60 min. each drug and alcohol training);
- Return to duty (a verified negative test result must be received before performing a safety sensitive function driving a CDL vehicle))
- Follow up (SAP to determine a substance abuse plan to include a minimum 6 unannounced follow-up tests in the first 12 months)

### Controlled Substance Testing

Employers are required to do a five-panel test for the following controlled substances:

- Marijuana
- Cocaine
- Opiates
- Amphetamines
- Phencyclidine(PCP)

### Drug Prohibitions

A driver may not report for duty (or remain on duty) to perform safety-sensitive functions if:

- The driver uses any of the above-mentioned drugs unless prescribed by a doctor who has told the driver that the use will not adversely affect the driver’s ability to operate a CMV safely.
- The driver tests positive for controlled substance use; or
- The driver refuses to take a required test.

### Consequences

A driver who violates any of the above provisions must:

- Not perform, nor be permitted to perform, a safety-sensitive function
- Be referred to a substance abuse professional (SAP) for evaluation to determine what assistance is needed.
- Undergo a return-to-duty test for alcohol or drugs resulting in a verified negative result
- Be subject to unannounced follow-up testing after returning to work

### Access to Records

An employer must obtain, pursuant to a driver's written consent, the driver's alcohol and drug compliance records from previous (3 yrs.) employers. A previous employer, pursuant to a driver's written consent, must release a driver's alcohol and drug compliance records to a prospective employer. Carriers must make all records related to the administration of their testing programs and individual test results available to agencies with regulatory jurisdiction. Requests may be placed in drivers qualification file.
### Medical Review Officer
A carrier must use a Medical Review Officer (MRO) to review and verify individual controlled substance test results. It is the MRO who must notify the carrier whether a driver's drug test was positive or negative, and which controlled substance tested positive.

### Education Material and Company Policy
Employers must provide educational materials to each driver explaining the requirements and employer policies and procedures with respect to drug and alcohol testing, and shall ensure all persons who supervise drivers receive 60 minutes training on alcohol and 60 minutes training on substance abuse as required in Part 382 and maintain evidence of such training.

### Carrier Responsibility
Parts 40 and 382 standards allow carriers to contract with outside services and consortiums that assist with administration of the carrier's program. Frequently contracted services include company policy development, random selections, collection site, and testing services. Responsibility for compliance is ultimately the responsibility of the employer.

### Drug & Alcohol Clearinghouse
Employers and drivers must register in the Drug & Alcohol clearing house.

Driver’s will utilize the Clearing house to confirm their information is correct and to provide permission to carrier to complete a full query.

Employers must complete a full query on all new CDL drivers. Employers must also complete a limited query on existing CDLs drivers annually. **Note:** any annual queries that result in a finding in the Clearing House will obligate the employer to complete a full query.

### Other responsibilities for Carrier and driver
Employers should note as of this publication their responsibility related to collecting drug & alcohol information for CDL drivers has not changed, employers must obtain for all new driver’s drug & alcohol history. How the employer can gather the info has changed. As per regulation an employer must obtain, pursuant to a driver's written consent, the driver's alcohol and drug compliance records from previous (3 yrs.) employers. A previous employer, pursuant to a driver's written consent, must release a driver's alcohol and drug compliance records to a prospective employer. Carriers must make all records related to the administration of their testing programs and individual test results available to agencies with regulatory jurisdiction, requests may be placed in driver’s qualification file.

To complete the drug & alcohol review for CDL drivers all employers must complete a full query of driver in the Drug & Alcohol Clearing house. **(note to complete the full query driver must sign in to Clearing House and provide permission to employer)** In addition to the clearing house query the employer must contact all previous employers in writing until January 6, 2023. After the aforementioned date employers will only need to complete a full query in the Drug & Alcohol Clearing house.
Title 49 CFR, Part 382
Controlled Substance and Alcohol Testing

Web link to FMCSA Clearing House

https://clearinghouse.fmcsa.dot.gov/
PRE-EMPLOYMENT RELEASE FOR INFORMATION FROM PREVIOUS EMPLOYER OF ALCOHOL AND CONTROLLED SUBSTANCE TESTING

To: ____________________________________________________ Date: __________________

The person identified below is seeking employment with this company, as a driver who is subject to the alcohol/controlled substance testing provisions of the Federal Motor Carrier Safety Regulations of 49 CFR Part 40.25 and Part 382.413. Pursuant to the aforementioned codes, with the driver’s written consent, we request the results of related testing of this individual while in your control. The Federal Regulations mandate that we receive your reply within 14 days from request.

REQUESTED PERSONS INFORMATION

NAME: __________________________________________ SSN: ______________________________

ADDRESS: _______________________________________________________________________

CDL Information: __________________________________________________________________

Number state class endorsements

RELEASE: I hereby authorize release of information to the inquiring named company.

___________________________________________               __________________
Driver Signature             Date

TEST RESULTS: Please provide the results and date of most recent drug/alcohol tests, or indicate that driver was not subject to requirements.

Alcohol (0.04 or higher) Date: ________________ Result: Yes _______ No _______

Alcohol Refusals Date: ________________

Controlled Substance Date: ________________ Result: Neg _______ Pos _______

Controlled Substance Refusals Date: ________________

Other violations of DOT Drug & Alcohol testing regulations Yes _______ No _______

Explain __________________________________________________________________________
_________________________________________________________________________________

Reason not subject to drug/alcohol testing

PLEASE RETURN THIS INFORMATION TO: (please mark envelope “Confidential”)

NAME _________________________________ TITLE _________________________________

COMPANY _______________________________________________________________________

ADDRESS ________________________________

If you would prefer to reply by telephone, call: ______________________ FAX: ______________

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(Please give information to listed person)
CONTROLLED SUBSTANCES and ALCOHOL USE AND TESTING

PROGRAM IMPLEMENTATION CHECKLIST

- Do you have at least one person familiar with the controlled substances and alcohol testing requirements?

- Do you have written company policies and procedures describing your company’s alcohol and its implementation?

- Have you informed employees in writing of the company’s substance use and abuse policy and its implementation?

- Have you provided educational materials relating to the effects of alcohol and controlled substance use and abuse to your affected employees?

- Have you identified which job positions need to be tested?

- Have you selected qualified personnel to implement and monitor your program?

- Do you have a Drug and Alcohol Clearinghouse Account?

- Does your program include testing for five prohibited substances: marijuana, cocaine, opiates, amphetamines and phencyclidine (PCP)?

- Have you established or contracted for a secure specimen collection site with appropriately trained personnel and clearly written procedures?

- Have you established or contracted with a certified laboratory to analyze specimens?

- Have you designated a qualified alcohol-testing technician to conduct alcohol tests?

- Does your program include pre-employment controlled substance testing?

- Does your pre-employment Drug & Alcohol program include a full query of new driver in Drug & Alcohol Clearing House?

- Does your program include at the very least an annual limited query of all drivers in the Drug & Alcohol Clearing House?

- Does your program include random, reasonable cause, post-accident, return to duty and follow-up testing for alcohol and controlled substances?

- Have you identified substance abuse professionals and rehabilitation resources for referral?

- Have you made arrangements for a minimum 120 minutes of training for supervisors required to make reasonable suspicion determinations?

- Have you made record keeping and reporting provisions? Do they protect the right to privacy and prevent unauthorized release of test results?
For additional assistance contact:
Montana Department of Transportation, Office of MCSAP (406) 444-3300
Federal Motor Carrier Safety Administration - Montana Division (406) 449-5304
CONTROLLED SUBSTANCE FLOW CHART
Part 382

Drug & Alcohol Test

Resulted in Positive

Resulted in Negative

Carrier must inform driver of SAP providers

Driver returns to Duty

Carrier should confirm random pool is current

Carrier should note they must confirms SAP recommendation and complete and enter all follow up tests

Positive test info entered into Clearing house

Carrier note! a driver operating a commercial motor vehicle requiring a CDL may not drive unless the carrier has received a NEGATIVE TEST

SAP provider completes evaluation enters information in Clearing house

SAP provider approves return to duty test in clearing house

Positive test

Negative test
Standards
The licensing provisions in Part 383 are intended to help reduce accidents by setting standards that:
- Require commercial drivers to be properly qualified and to hold a single valid driver’s license (CDL) and
- Disqualify drivers who do not operate commercial motor vehicles (CMV) safely.

Commercial Driver's License Information System (CDLIS)
CDLIS enables the State to exchange information about the driving records and driver's licenses of CMV drivers. This helps assure that only one license is issued to a driver and that drivers currently disqualified are prevented from obtaining a CDL.
Employers have access to the CDLIS clearinghouse through their State's vehicle licensing agency

Vehicles requiring commercial driver's license
Drivers must hold a CDL if they operate in interstate, intrastate or foreign commerce and drive a vehicle:
- With a gross vehicle weight rating (GVWR) or gross combination weight (GCVW) of at least 26,001 pounds towing a trailer of at least 10,001 lbs or
- Designed to transport at least 16 passengers including the driver or
- Transporting a quantity of hazardous material requiring placarding. Because the CDL is a state-issued license, you should check with appropriate State officials regarding particular license classes and specific exemptions.

LCV Certification Requirements
CDL Drivers of Longer Combination Vehicles (LCV) must meet minimum requirements for special training through Part 380.

LCV Driver-Training Certificate.

Notification to employer and licensing state
Upon conviction for any State or local traffic violations, a driver must notify his/her employer(s) within 30 days. This notification must be in writing and must include the following information:
- Driver’s full name
- Driver’s license number
- Date of conviction
- Details about the offense, including any resulting suspension, revocation, or cancellation of driving privileges
- Indication of whether the violation happened in a CMV
- Location of offense, and
Driver's signature.
No employer shall knowingly allow, require, permit or authorize a disqualified driver to drive a CMV. Disqualifying offenses include:

- Driving a CMV while under the influence of alcohol;
- Driving a CMV while under the influence of a disqualifying drug or other controlled substance;
- Leaving the scene of an accident that involves a CMV;
- Using a CMV to commit a felony;
- Using a CMV to commit serious traffic violations;
- Using a CMV to violate an Out-of-Service Order;
- Using a CMV to violate the Railroad-Highway Grade Crossing rule

The following tables have been provided for carriers and drivers to provide information regarding CDL and motor vehicle traffic citations convictions and the impact these convictions have on a drivers CDL privileges.

### Major Offense Table

<table>
<thead>
<tr>
<th>Major Offenses</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Driving a motor vehicle while under the influence of alcohol as prescribed by state law (A08, A10, A11[Where BAC ≥ 08], A20, A21, A23, A90, A91 [Where BAC ≥ 08], and A98)</td>
</tr>
<tr>
<td>2. Driving a motor vehicle while under the influence of a controlled substance (A20, A22, A23)</td>
</tr>
<tr>
<td>3. Driving a commercial motor vehicle while the person's blood alcohol concentration is 0.04% or more (A04, A11 [When BAC &gt; 04 but&lt;08], A91 [When BAC &gt; 04 but&lt;08], and A94)</td>
</tr>
<tr>
<td>4. Refusing to take an alcohol or drug test as required by a State or jurisdiction under its implied consent laws or regulations as defined in § 383.72 (after operating a motor vehicle) (A12)</td>
</tr>
<tr>
<td>5. Leaving the scene of an accident (driving a motor vehicle) (B01, B02, B03, B04, B05, B06, and B08)</td>
</tr>
<tr>
<td>6. A felony involving the use of a motor vehicle, other than as described in #9 in this table. (U03)</td>
</tr>
<tr>
<td>7. Driving a commercial motor vehicle when as a result of prior violations committed operating a CMV, the driver's CDL is revoked, suspended, or canceled, or the driver is disqualified from operating a CMV (B20, B21, B22, B23, B24, B25, and B26 [see section 3.2.96.2] — the CMV Indicator must equal '1')</td>
</tr>
<tr>
<td>8. Causing a fatality through the negligent operation of a commercial motor vehicle, including but not limited to the crimes of motor vehicle manslaughter, homicide by motor vehicle, and negligent homicide (U07, U08, U09, and U10 — the CMV Indicator must equal '1')</td>
</tr>
<tr>
<td>9. Use of a motor vehicle in the commission of a felony involving manufacturing, distributing, or dispensing a controlled substance (A50)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Disqualifications</th>
</tr>
</thead>
</table>

### For 1st Major Offense:
- 1 year Disqualification - if the vehicle was not transporting hazardous materials required to be placarded
- 3 years Disqualification - if the vehicle was transporting hazardous materials required to be placarded

2nd and separate incident of any major offense:
- Lifetime disqualification, but eligible for 10 year reinstatement (W40)

Incident after reinstatement:
- Lifetime disqualification, not eligible for reinstatement (W41)

For Conviction Group 9
- Lifetime disqualification, not eligible for 10 year reinstatement (A50)
### Serious Offense Table

<table>
<thead>
<tr>
<th>Serious Offenses</th>
<th>Disqualifications</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Speeds excessively, involving any speed of 15 mph or more above the posted speed limit (S15, S16, S21, S26, S36, S41, S71, S81, S91, S92 [if detail on S92 shows &gt;15 over limit])</td>
<td>For 1st Conviction:</td>
</tr>
<tr>
<td></td>
<td>• No disqualification</td>
</tr>
<tr>
<td>2. Drives recklessly, as defined by State or local law or regulation, including but not limited to offenses of driving a motor vehicle in willful or wanton disregard for the safety of persons or property (M84)</td>
<td>2nd and separate incident of any offense in this table, during a 3 year period:</td>
</tr>
<tr>
<td></td>
<td>• 60 days disqualification (W30)</td>
</tr>
<tr>
<td>3. Makes improper or erratic traffic lane changes (M42)</td>
<td>3rd or subsequent conviction of any incident of any offense in this table, during a 3 year period:</td>
</tr>
<tr>
<td></td>
<td>• 120 days disqualification (W31)</td>
</tr>
<tr>
<td>4. Follows the vehicle ahead too closely (M34)</td>
<td></td>
</tr>
<tr>
<td>5. Violates State or local law relating to motor vehicle traffic control arising in connection with a fatal accident (U31)</td>
<td></td>
</tr>
<tr>
<td>6. Driving a CMV without obtaining a CDL (B56)</td>
<td></td>
</tr>
<tr>
<td>7. Driving a CMV without a current CDL in the driver’s possession (B51)</td>
<td></td>
</tr>
<tr>
<td>8. Driving a CMV without the proper class of CDL and/or endorsements for the specific vehicle group being operated or for the passengers or type of cargo being transported (B91)</td>
<td></td>
</tr>
</tbody>
</table>

### Railroad-Highway Grade Crossing Offenses Table

<table>
<thead>
<tr>
<th>Railroad-Highway Grade Crossing Offenses</th>
<th>Disqualifications</th>
</tr>
</thead>
<tbody>
<tr>
<td>If the driver operates a commercial motor vehicle in violation of a federal, state or local law and:</td>
<td>For 1st Conviction:</td>
</tr>
<tr>
<td>1. The driver is not required to always stop, but fails to slow down and check that tracks are clear of an approaching train (M20)</td>
<td>• No less than 60 days</td>
</tr>
<tr>
<td>2. The driver is not required to always stop, but fails to stop before reaching the crossing, if the tracks are not clear (M21)</td>
<td>For 2nd Conviction of any offense in this table in a separate incident within a 3-year period:</td>
</tr>
<tr>
<td>3. The driver is always required to stop, but fails to stop before driving onto the crossing (M22)</td>
<td>• No less than 120 days CMV disqualification (W60)</td>
</tr>
<tr>
<td>4. The driver fails to have sufficient space to drive completely through the crossing without stopping (M23)</td>
<td>3rd or subsequent conviction of any offense in this table in a separate incident within a 3-year period:</td>
</tr>
<tr>
<td>5. The driver fails to obey a traffic control device or the directions of an enforcement official at the crossing (M10)</td>
<td>• No less than 1 year CMV disqualification (W61)</td>
</tr>
<tr>
<td>6. The driver fails to negotiate a crossing because of insufficient under-carriage clearance (M24)</td>
<td></td>
</tr>
</tbody>
</table>

**Note:** An employer who is convicted of a violation of a Federal, State, or local law or regulation, pertaining to railroad-highway grade crossings must be subject to a civil penalty of not more than $10,000.
Violating Out-Of-Service Order

Other Penalties:
A driver who is convicted of violating an out-of-service order shall be subject to a civil penalty of not less than $2,500 for a first conviction and not less than $5,000 for a second or subsequent conviction, in addition to disqualification under §383.51(e).

An employer who is convicted of a violation of an out-of-service order shall be subject to a civil penalty of not less than $2,750 or more than $25,000.

For 2nd Conviction of a separate incident of an offense in this table, during a 10 year period in a HAZMAT CMV and/or a Passenger CMV (B19):
- 3 year to five disqualification (W51)

For 2nd Conviction of a separate incident of an offense in this table, during a 10 year period in a CMV that was not a Passenger CMV or a HAZMAT CMV (B27)
- 2 year to five disqualification (W50)

For 3rd Conviction of a separate incident of an offense in this table, during a 10 year period
- 3 to 5 year disqualification (W52)
Title 49 CFR, Part 383
CDL Standards - Requirements and Penalties

Endorsements

In addition to general knowledge and skills tests, drivers who operate specialized commercial motor vehicles must pass additional tests and obtain endorsements on the CDL, as follows:

- T-Double/triple trailers (knowledge test only)
- P-Passenger (knowledge and skills test)
- N-Tank vehicle (knowledge test only)
- H-Hazardous materials (knowledge test only)
- X-Combination of tank vehicle and hazardous materials (knowledge tests)

Air Brake Restrictions

If an applicant fails the air brake section of the knowledge test, or performs the skills test in a vehicle not equipped with air brakes, his/her CDL, if issued, will indicate that the license holder may not operate any CMV equipped with air brakes

Note: For the purposes of the skills test and the license restriction, air brakes include any braking system that operates fully or partially on the air brake principle.

Note: Other Montana CDL information may be obtained from Dept. of Motor Vehicles at the help desk: (406) 444-3244.

Please note at the time of this publication FMCSA has established a Entry Level Driving program for new driver of CDL driver upgrading their CDLs this program will be in effect on 02/07/2022.
There are three types of commercial driver's licenses: **Class A, B, and C**. Drivers of light vehicles—passenger cars and pickup trucks—will be issued an operator's license.

- **Class A** – Combination of vehicles with a gross combined weight rating (GCWR) over 26,000 pounds, provided the GVWR of the vehicles(s) being towed is greater than 10,000 pounds. A driver with a Class A license will be able to drive Class A, B, and C commercial vehicles with proper endorsements when required.

- **Class B** – Single vehicles with a GVWR over 26,000 pounds, or any such vehicle towing a vehicle under 10,000 GVWR. A driver with a Class B license will be able to drive Class B and C Commercial vehicles with proper endorsement when required.

- **Class C** – Vehicles with a GVWR less than 26,001 pounds. Class C’s strictly for vehicles designed to carry 16 or more people or carry hazardous material in quantities large enough to require a placard. A class C license holder will be able to drive Class C commercial vehicles only.

Check the chart below to see what kind of commercial driver's license you will need.
Do the vehicles, or combination of vehicles, have a manufacture’s weight rating (GCWR) over 26,000 pounds?

ENDORSEMENTS
T – Double/Triple Trailer
P – Passenger vehicle designed to carry 16 or more people, including driver.
N – Tanker
H – Hazardous Materials
X – H/M and Tank

EXEMPTIONS
Drivers of the following are exempted from obtaining a commercial driver's license:
1. Recreational vehicles for personal use.
4. Farm vehicles (not used for hire or driven 150 miles from the farm).

Is the vehicle a combination vehicle towing a unit over 10,000 pounds GVWR?

Does the single vehicle have a GVWR over 26,000 pounds?

Is the vehicle designed to carry 16 or more people including the driver?

Does the vehicle transport placardable quantities of hazardous materials?

You DO NOT need a CDL

You need a Class A CDL

You need a Class B CDL

You need a Class C CDL

You need a Class C CDL
Title 49 CFR, Part 383
CDL Standards - Requirements and Penalties

### Commercial Driver’s License (CDL)

#### COMMERCIAL MOTOR VEHICLE GROUPS

**Group A (Combination Vehicle)**
Any combination of vehicles with a gross combination weight rating (GCWR) of 26,001 pounds or more, provided the gross vehicle weight rating (GVWR) of the vehicle(s) being towed is in excess of 10,000 pounds.

**Group B (Heavy Straight Vehicle)**
Any single vehicle with a GVWR of 26,001 pounds or more, or any such vehicle towing a vehicle not in excess of 10,000 pounds GVWR.

**Group C (Small Vehicle)**
Any single vehicle, or combination of vehicles, that meets neither the definition of Group A nor Group B, but is designed to transport 16 or more passengers, including the driver, or is used in the transportation of materials found to be hazardous which require the motor vehicle to be placarded. This includes any quantity of chemical or biological material or agent posing a threat to national security, including toxins.

#### CDL ENDORSEMENTS

- **Double/Triple Trailers (T)**
- **Passenger Vehicles (P)**
- **Tank Vehicles (N)**
- **Hazardous Materials (H)** (any size vehicle)
- **School Buses (S)**
- **Tank & Hazardous Materials (X)**
SECTION THREE

Safety Fitness Procedures

Resources

Web Sites

Permit & Weight Station Information
A motor carrier receives a safety rating when a safety investigator conducts an on-site investigation of the carrier's compliance with the Federal Motor Carrier Safety Regulations and the Hazardous Materials Regulations. The investigator reviews records, evaluates roadside vehicle inspection data and accidents to determine whether a motor carrier demonstrates compliance as described in Section 385.5 Safety Fitness standards.

<table>
<thead>
<tr>
<th>Safety Ratings</th>
</tr>
</thead>
<tbody>
<tr>
<td>The Safety Ratings are:</td>
</tr>
<tr>
<td>- <strong>Satisfactory</strong> – A motor carrier has in place and functioning adequate safety management controls to meet the safety fitness standard prescribed in Section 385.5. Safety management controls are adequate if they are appropriate for the size and type of operation of the particular motor earner.</td>
</tr>
<tr>
<td>- <strong>Conditional</strong> – A motor carrier does not have adequate safety management controls in place to ensure compliance with the safety fitness standard that could result in the occurrences listed in Section 385.5 (a) through (h).</td>
</tr>
<tr>
<td>- <strong>Unsatisfactory</strong> – A motor carrier does not have adequate safety management controls in place to ensure compliance with the safety fitness standards that has resulted in occurrences listed in Section 385.5 (a) through (h). Motor carriers receiving an &quot;unsatisfactory safety rating&quot; may be subject to the provisions of Section 385.13.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Carrier Investigation</th>
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</thead>
<tbody>
<tr>
<td>Carrier Investigation:</td>
</tr>
<tr>
<td>- Investigations are conducted various ways depending on carrier score. The variations are off-site, on-site focused or on-site comprehensive examination of the motor carrier's records and operation to determine whether the carrier meets the safety fitness standard. The investigation may include an examination of the following aspects of the motor carrier's operations:</td>
</tr>
<tr>
<td>o Alcohol and controlled substance testing</td>
</tr>
<tr>
<td>o Driver's hours of service</td>
</tr>
<tr>
<td>o Driver qualifications</td>
</tr>
<tr>
<td>o Vehicle inspection and maintenance</td>
</tr>
<tr>
<td>o Financial responsibility</td>
</tr>
<tr>
<td>o Accidents</td>
</tr>
<tr>
<td>o Hazardous materials</td>
</tr>
<tr>
<td>o Other safety and transportation records</td>
</tr>
<tr>
<td>o Roadside vehicle out-of-service rate</td>
</tr>
</tbody>
</table>

A carrier investigation is conducted to investigate potential safety violations, to investigate complaints or is in response to a carrier's request for a change in safety rating. The results of the intervention review may result in the initiation of an enforcement action.

For additional information refer to: [http://ai.fmcsa.dot.gov/default.aspx](http://ai.fmcsa.dot.gov/default.aspx)
SUPPLIES, FORMS AND SERVICES

Supplies, forms and training required by the FEDERAL MOTOR CARRIER SAFETY REGULATIONS, such as medical exam forms and cards, log books, drivers daily vehicle inspection reports and supervisor training etc, may be purchased from one of the following sources:

J. J. KELLER ASSOCIATES  MONTANA MOTOR CARRIERS ASSOCIATION
3003 W. Breezewood Lane  509 N. Sanders #201
P.O. Box 368  Helena, MT  59601
Neenah, WI 54957-0368  Phone (406) 442-6600
(877) 564-2333  www.mttrucking.org
www.jjkeller.com

LABELMASTER
5724 N. Palaske Rd  U.S. Government Printing Office
Chicago, IL 60646-6797  Washington D.C. 20402
(800) 621-5808  (202) 512-1800

FOLEY SERVICES INC
655 Winding Brook Drive,  
Glastonbury, CT 06033  
(800) 253-5506  
www.FoleyServices.com

HAZARDOUS MATERIALS REGULATIONS are contained in the book called “The Code of Federal Regulations,” Title 49, Parts 100-185. This book may be purchased from the government printing office.

Sources of HAZARDOUS MATERIALS LABELS and PLACARDS
J. J. Keller Associates  (800) 558-5011
American Trucking Association  (800) ATA-LINE
Montana Motor Carriers Association  (406) 442-6600

SUPERVISOR TRAINING
This required training can be obtained at a number of sources. A few are: Foley Services, J.J. Keller and LabelMaster. (Telephone numbers are located above).

SUBSTANCE ABUSE and ALCOHOL TESTING
A very basic list of consortiums has been provided. (For a complete list of available services in your area, an on line search “Drug Detection & Testing” or the local yellow pages.) These companies provide various services related to drug and alcohol testing. The Office of Motor Carriers Safety Assistance Program does not endorse any individual program. It is the responsibility of the employers to ensure that their program is administered in compliance with the regulations. Many companies offer remote testing and training of both drivers and company officials. Most companies also have out of area contracts for testing of drivers away from a central area.
CONSULTING GROUPS (SAPS)
There are a number of government agencies and private companies which specialize in mental health and rehabilitation therapies. For local consortiums in your city, check web or written publication searching “Drug Detection and Testing,” All Substance Abuse Provider Services (SAPS) must be certified and Registered with FMCSA.
**Consortium List**

The following is not a complete listing. Other sources may be identified through professional organizations, industry publications, telephone directories, web sites and contact with other carriers.

<table>
<thead>
<tr>
<th>Consortium Name</th>
<th>Address</th>
<th>Phone</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>American Drug Testing Consortium</strong></td>
<td>6279 Main St. Trumball, CT 06611</td>
<td>800-528-9075</td>
</tr>
<tr>
<td><strong>Billings Deaconess Clinic</strong></td>
<td>1020 N. 27th Billings, MT 59102</td>
<td>406-247-6220</td>
</tr>
<tr>
<td><strong>Bozeman Deaconess Clinic</strong></td>
<td>915 Highland Blvd Bozeman, MT 59715</td>
<td>406-414-4600</td>
</tr>
<tr>
<td><strong>Checker Inc.</strong></td>
<td>PO Box 899 Sidney, MT 59270</td>
<td>406-488-5500</td>
</tr>
<tr>
<td><strong>Chemnet (MT, ND, SD &amp; WY)</strong></td>
<td>302 Ave D, Suite 103 Billings, MT 59102</td>
<td>406-256-2037</td>
</tr>
<tr>
<td><strong>CMCI-OOIDA</strong></td>
<td>PO Box 1000 Grain Valley, MO 64029</td>
<td>800-288-3784</td>
</tr>
<tr>
<td><strong>Drug Free Alliance (Am Mobile Drug Testing)</strong></td>
<td>3475 West Broadway Missoula, MT 59801 Fax 406-543-1801</td>
<td></td>
</tr>
<tr>
<td><strong>Drug Free Business Consortium</strong></td>
<td>11511 N.E. 195th St, #102 Bothell, WA 98011</td>
<td>866-448-0651</td>
</tr>
<tr>
<td><strong>Drug Information Systems Inc</strong></td>
<td>2625 Broadway Helena, MT 59601</td>
<td>406-444-5001</td>
</tr>
<tr>
<td><strong>Drug Intervention Services Of America</strong></td>
<td>10750 Hammerly Blvd Houston, TX 77042</td>
<td>800-752-6432</td>
</tr>
<tr>
<td><strong>Foley Services Inc.</strong></td>
<td>140 Huyslope Ave Hartford, CT 06106</td>
<td>800-253-5506</td>
</tr>
<tr>
<td><strong>Great Falls Medical Services</strong></td>
<td>1201 Central Avenue W Great Falls, MT 59405</td>
<td>406-454-3247</td>
</tr>
<tr>
<td><strong>HireRight</strong></td>
<td>14002 East 21st St. Suite 1200 Tulsa, OK 74134</td>
<td>800-288-8504</td>
</tr>
<tr>
<td><strong>Intermountain MRO Services</strong></td>
<td>PO Box 9800 Salt Lake City, UT 84109</td>
<td>801-486-5400</td>
</tr>
<tr>
<td><strong>Labworks USA</strong></td>
<td>10940 SW Barnes Rd, #115 Portland, OR 97225</td>
<td>888-582-8001</td>
</tr>
<tr>
<td><strong>Lab Corp</strong></td>
<td>4022 Willow Lake Blvd Memphis, TN 38175</td>
<td>800-833-3984</td>
</tr>
<tr>
<td>Consortium List</td>
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<tr>
<td>----------------</td>
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</tr>
<tr>
<td><strong>Lane &amp; Associates</strong></td>
<td>14 Fish Hatchery Rd</td>
<td>406-682-7718</td>
</tr>
<tr>
<td>Ennis, MT 59729</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Medical Enterprises Inc.</strong></td>
<td>10404 Essex Court, Suite 200</td>
<td>402-393-8826</td>
</tr>
<tr>
<td>Omaha, NE 68114-3771</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Missoula Medical</strong></td>
<td>1805 Bancroft ST Suite 2</td>
<td>406-543-6850</td>
</tr>
<tr>
<td>Missoula, MT 59801</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Occupational Health Services</strong></td>
<td>205 Sunnyview Lane</td>
<td>406-751-4189</td>
</tr>
<tr>
<td>Kalispell, MT 59901</td>
<td>Fax 406-751-4527</td>
<td></td>
</tr>
<tr>
<td><strong>SafeTrac Solutions</strong></td>
<td>1125 2nd Ave North, Suite 3</td>
<td>406-727-9000</td>
</tr>
<tr>
<td>Great Falls, MT 59405</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Sinnett Consulting Services</strong></td>
<td>10580 N McCarran Blvd, #115-212</td>
<td>775-746-1616</td>
</tr>
<tr>
<td>Reno, NV 89503-1896</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>St. Vincent Health Care</strong></td>
<td>1233 North 30th St.</td>
<td>406-237-4114</td>
</tr>
<tr>
<td>Billings, MT 59102</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>V-TEC</strong></td>
<td>1550 E Conley RD.</td>
<td>209-599-7617</td>
</tr>
<tr>
<td>(Valley Truckers Consortium)</td>
<td>Ripon, CA 95366</td>
<td></td>
</tr>
</tbody>
</table>
Websites & Explanation of Services Provided For Carriers

Below is a list of useful websites to help you, the carrier, with many different types of questions. Some of these email addresses may also provide you with training tools and/or help you update vital information required by FMCSA from time to time.

**Federal Motor Carriers Safety Administration**
www.fmcsa.dot.gov

Information the Web Page Provides:
- Apply for DOT Number
- Questions about CDLs
- Update your MCS 150 (Interstate)
- Answers to rules & regulations

This link takes you to the Lead agency for motor carriers.

**Commercial Vehicle Safety Alliance**
www.cvsa.org

Information the Web Page Provides:
- Brake training
- Upcoming National Specials
- Copy of the OOS Criteria
- Contact to Committees
- CVSA provides the training and certification for both state and federal inspectors for roadside inspections and intervention reviews.

**A&I**
ai.fmcsa.dot.gov

Information the Web Page Provides:
- SafeStat Online
- Crash Statistics
- Program Measures
- NAFTA Safety Stats
- Passenger Carrier Safety
- Data Quality
- Analysis Results & Reports

A&I was set up for both government and the public to use to gather information about many types of information with regards to crash, inspection, safety program and many other items at the national and state levels.

**DataQs**
dataqs.fmcsa.dot.gov

Information the Web Page Provides:
The above site is for carriers to electronically dispute roadside inspections. If a carrier files a dispute via DataQs, they receive a confirmation of the dispute and both FMCSA and the state that performed the inspection are notified. Both the carrier and government entities can track and respond to the dispute and all correspondence is tied to a dispute number you, the carrier, can track. DataQs automatically tracks response and reminds both FMCSA and the state if they have not responded within 14 days to the dispute.

Obtain a Copy of Your Company’s Profile:
Websites & Explanation of Services Provided For Carriers

www.safersys.org

MDT, MCS email Contact Address:
mdtmcscontact@mt.gov

Apply for Online Permitting: http://www.mdt.mt.gov/business/mcs/permit_online.shtml

Obtain a Driving Record for Myself or My Employees in Montana: www.doj.mt.gov/driving/drivingrecords.asp

Fingerprinting for HazMat Endorsement:
The locations and service providers continue to change based on contractors. The following web site will lead you to the most up to date service provider for finger printing

https://universalenroll.dhs.gov/locator?serviceCode=111168&service=pre-enroll

CDL Help Desk:
Helena: (406) 444-3244
Permit & Weigh Station Information

For permit information, come to the Motor Carrier Services, located at 2701 Prospect Avenue, Helena, MT or call: 406-444-7262. Facsimile: 406-444-0800.


General Information on Size & Weight

<table>
<thead>
<tr>
<th>Width</th>
<th>Height</th>
<th>Length</th>
</tr>
</thead>
<tbody>
<tr>
<td>8’ 6”</td>
<td>14’</td>
<td>55’ Single Vehicle</td>
</tr>
<tr>
<td></td>
<td></td>
<td>53’ Semi Trailer</td>
</tr>
<tr>
<td></td>
<td></td>
<td>61’ Double Trailer Combination</td>
</tr>
<tr>
<td></td>
<td></td>
<td>75’ Stinger-Steered Automobile Transporters</td>
</tr>
<tr>
<td></td>
<td></td>
<td>75’ Saddle mount</td>
</tr>
<tr>
<td></td>
<td></td>
<td>75’ Truck trailer Combination</td>
</tr>
<tr>
<td></td>
<td></td>
<td>75’ All Other Combinations</td>
</tr>
</tbody>
</table>

If you are over any of these dimensions, please call the permitting office at 406-444-7262 to inquire about the availability of permits.

Single Axle - two tires 11,000 lbs
Single Axle - four tires 20,000 lbs
Tandem Axle 34,000 lbs
Tridem Axle See Bridge Formula (In Truckers Handbook)
Gross Weight See Bridge Formula (In Truckers Handbook)

If you are over any of these weights with a Non-Divisible load, please call the permitting office at 406-444-7262 to inquire about the availability of permits.

After business hours, Motor Carrier Services Officers may be able to issue permits.

Weigh Station Phone #s
All area codes are (406) unless otherwise noted:

<table>
<thead>
<tr>
<th>Location</th>
<th>Phone Number</th>
<th>Location</th>
<th>Phone Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Armington Jct</td>
<td>738-4261</td>
<td>Culbertson</td>
<td>787-5323</td>
</tr>
<tr>
<td>Billings EB</td>
<td>657-0204</td>
<td>Dietz</td>
<td>307 674-2350</td>
</tr>
<tr>
<td>Billings WB</td>
<td>657-0203</td>
<td>Haugan</td>
<td>678-4257</td>
</tr>
<tr>
<td>Haugan</td>
<td>678-4258</td>
<td>Broadus</td>
<td>436-2531</td>
</tr>
<tr>
<td>Havre</td>
<td>265-9033</td>
<td>Butte WB</td>
<td>533-3699</td>
</tr>
<tr>
<td>Clearwater</td>
<td>244-5460</td>
<td>Lima</td>
<td>276-3429</td>
</tr>
<tr>
<td>Coutts</td>
<td>403 344-5063</td>
<td>Wibaux</td>
<td>795-9972</td>
</tr>
<tr>
<td>Coutts</td>
<td>403 344-3755</td>
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<td></td>
</tr>
</tbody>
</table>
“Alternative accessible formats of this document will be provided upon request. Please contact Mona Patera at 406-444-3300 /TTY 1(800)335-7592, or by email at lpatera@mt.gov to request this document in a different format.

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