

National Safety Code **BULLETIN**

Re: Record Keeping Requirements for Local Drivers under the Hours of Service Regulation

The purpose of this Bulletin is to clarify the record keeping requirements for local drivers who are exempt from the Daily Log Requirement under s.37.18.01(2) which states:

- (1) A carrier must require every driver to fill out and every driver must fill out a daily log each day that accounts for all of the driver's on-duty time and off-duty time for that day.
- (2) This section does not apply if
 - (a) the driver operates or is instructed by the carrier to operate a commercial motor vehicle within a radius of 160 km of the home terminal,
 - (b) the driver returns to the home terminal each day to begin a minimum of 8 consecutive hours of off-duty time, and
 - (c) the carrier maintains accurate and legible records showing, for each day, the driver's duty status and elected cycle, the hour at which each duty status begins and ends and the total number of hours spent in each status and keeps those records for a minimum period of 6 months after the day on which they were recorded.
- (3) Despite subsection (2), this section applies to an oil well service vehicle whether or not paragraphs (a) to (c) are met by the driver of and carrier for the oil well service vehicle

Clarification

Drivers who are exempt from the completion of a Daily Log under s.37.18.01(2) may satisfy the record keeping requirements for carriers set out in s.37.18.01(2)(c) by filling out the grid portion of the Daily Log, found at Schedule 2 of Division 37 of the MVA Regulation, and may use the bundling method of recording short periods of driving time interrupted by short periods of other on duty time, provided that the driver enters on the right of the grid the total number of hours of each period of duty status, which must total 24 hours. The driver must be in compliance with all other aspects of Hours of Service.

A driver that is exempt from the completion of a Daily Log under s.37.18.01(2) may use the bundling method in conjunction with Schedule 2, regardless of whether they are driving in one municipality or more than one municipality.

A driver that is exempt from the completion of a Daily Log under s.37.18.01(2) is not required to use Schedule 2, and may use another method of record keeping, provided that it meets all of the criteria set out in s.37.18.01(2).

Regards,



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