

**DRIVER'S DAILY LOG (24 HOURS)**

Cycle - Logging

USE TIME STANDARD AT HOME TERMINAL

NAME OF CARRIER \_\_\_\_\_ ENDING ODOMETER \_\_\_\_\_ STARTING ODOMETER \_\_\_\_\_ KMS DRIVEN TODAY \_\_\_\_\_ DAY / MONTH / YEAR \_\_\_\_\_

MAIN OFFICE ADDRESS \_\_\_\_\_ DRIVER'S NAME IN FULL (PLEASE PRINT) \_\_\_\_\_

ADDRESS OF ORIGINATING TERMINAL \_\_\_\_\_ DRIVER'S SIGNATURE \_\_\_\_\_ TRUCK LICENSE PLATE # \_\_\_\_\_

DESTINATION \_\_\_\_\_ TRAILER LICENSE PLATE # \_\_\_\_\_ TRAILER LICENSE PLATE # \_\_\_\_\_ TOTAL TRUCK HOURS TODAY \_\_\_\_\_

DAY START TIME (IF OTHER THAN MIDNIGHT):

24-hour grid for tracking activities: 1. OFF DUTY, 2. SLEEPER BERTH, 3. DRIVING, 4. ON DUTY (NOT DRIVING). Columns represent hours 0-24.

REMARKS \_\_\_\_\_

24 HOURS

PERSONAL USE

END ODO \_\_\_\_\_

START ODO \_\_\_\_\_

**DRIVER'S DAILY VEHICLE INSPECTION REPORT**

PRE-TRIP  POST-TRIP

CARRIER \_\_\_\_\_ LOCATION OF INSPECTION \_\_\_\_\_ TRACTOR/TRUCK LIC. PLATE # \_\_\_\_\_ JURISDICTION \_\_\_\_\_

ADDRESS \_\_\_\_\_ INSPECTION DATE \_\_\_\_\_ INSPECTION TIME \_\_\_\_\_ TRAILER #1 LIC. # \_\_\_\_\_ JURISDICTION \_\_\_\_\_

CITY \_\_\_\_\_ VEHICLE MAKE / MODEL \_\_\_\_\_ ODOMETER (MILES / KM) \_\_\_\_\_ TRAILER #2 LIC. # \_\_\_\_\_ JURISDICTION \_\_\_\_\_

I declare that the vehicle(s) shown above has (have) been inspected in accordance with the applicable requirements of Schedule 1 and / or jurisdiction legislation.

No Defects Found \_\_\_\_\_ Inspector / Driver's Name (Print) \_\_\_\_\_ Inspector / Driver's Signature \_\_\_\_\_ Driver's Signature (if different from inspector) \_\_\_\_\_

CHECK ANY DEFECTIVE ITEM AND GIVE DETAILS UNDER REMARKS

REFER TO ACCOMPANYING SCHEDULE 1 TO IDENTIFY DEFECTS

Inspection checklist table with columns for Tractor/Truck, Trailer #1, Trailer #2, and Tractor/Truck. Items include Brake Adjustments, Brakes - Warning Lights, Emergency Equipment, etc.

DEFECTS EN ROUTE \_\_\_\_\_

REMARKS \_\_\_\_\_

Vehicle/Load: Height/Width (MB Reg. 95/2006): \_\_\_\_\_

Above defects corrected  Above defects need not be corrected for safe operation of vehicle

Signature of Authorized Repair Person \_\_\_\_\_ Date \_\_\_\_\_ Driver's Signature \_\_\_\_\_ Date \_\_\_\_\_

**WSBC INSPECTION REQUIREMENTS**

WSBC inspection requirements table with columns for Y/N and various items like First Aid Kit, Spill Kit, Load Flags, etc.

# Self Loader Pre-trip Inspection Report

CARRIER	LOCATION OF INSPECTION	TRACTOR/TRUCK LIC. PLATE #	JURISDICTION
ADDRESS	INSPECTION DATE	INSPECTION TIME	TRAILER #1 LIC. #
CITY	VEHICLE MAKE / MODEL	ODOMETER (MILES / KM)	TRAILER #2 LIC. #
			JURISDICTION

I declare that the vehicle(s) shown above has (have) been inspected in accordance with the applicable requirements of Schedule 1 and / or jurisdiction legislation.

**No Defects Found**

\_\_\_\_\_  
 Inspector / Driver's Name (Print)                      Inspector / Driver's Signature                      Driver's Signature (if different from inspector)

Pre-trip inspection of Loader	Good	Fair	Needs Immediate Attention	Additional Comments/Notes
Check hydraulic fluid level				
Check all pins are secure, in place, not worn				
Check around pin bosses for cracks				
Check loader tiedowns bolts				
Check all hoses and fittings for leaks, damage, or wear spots				
Check lights are working				
Check outriggers for wear and cracks				
Check main boom for wear and cracks				
Check grapple and rotator for wear and damage				
Check cylinders and seals for leaks				
Inspect seat and controls				
Check loader is secured to the frame with no damage or loose bolts				

**Above defects corrected**                       **Above defects need not be corrected for safe operation of vehicle**

\_\_\_\_\_  
 Signature of Authorized Repair Person                      Date                      Driver's Signature                      Date

# ABOUT THE INTEGRATED LOG BOOK

**NOTE: THIS TEMPLATE IS INTENDED TO BE PRODUCED ON 8.5X14" LEGAL FORMAT ON TRIPLICATE FORMS.**

- This template meets all the current content requirements for CVSE (National Safety Code: Hours of Service Section 5 & Vehicle Maintenance and Records Section 6; Motor Vehicle Act Regulations, Section 37.16 and requirements for WorkSafeBC (Section 26.65, 26.66, 26.71.2)
- Drivers must have 14 days' worth of records in the truck, for inspection by CVSE, RCMP or WorkSafeBC officers. (MVA: Sec 37.50.02(a))
- The original log must be forwarded to the company office within 20 days. (MVA: Sec 37.51.1)
- Companies must keep daily log records for a minimum of 6 months. (MVA: Sec 37.51.3)
- Pre- and post- trip inspections are still required, and need to be signed off by the driver. (NSC Sec 6)
- For Local Driving Hours, a local driver must not defer off-duty time. (MVA: Sec 37.28.6)

## INSTRUCTIONS FOR FILLING OUT THE GRID:

- For each duty status,
  - mark the beginning and time and the end time, and
  - draw a continuous line between the time markers.
- Record the name of the municipality, or the location on the highway, or in a legal subdivision, and the name of the province, where the change in duty status occurs.
- If a driver is making deliveries in a municipality that result in a number of periods of driving time being interrupted by a number of short periods of other on-duty time, the periods of driving time may be combined and the periods of other on-duty time may be combined; and;
- Enter on the right of the grid the total number of hours of each period of duty status, which must total 24 hours.

Under the Motor Vehicle Act Section 37.56.5, the peace officer will provide drivers with a receipt upon inspection of the daily log. It will document the place, description of documents examined (including log books, load slips and other supporting documents), the date and locations, and will be signed by the inspector.

## NATIONAL SAFETY CODE STANDARD 13 - SCHEDULE 1 TRUCK, TRACTOR AND TRAILER

SYSTEMS & COMPONENTS	MINOR DEFECTS	MAJOR DEFECTS
Part 1. Air Brake System	(a) audible air leak. (b) slow air pressure build-up rate.	(a) pushrod stroke of any brake exceeds the adjustment limit. (b) air loss rate exceeds prescribed limit. (c) inoperative towing vehicle (tractor) protection system. (d) low air warning system fails or system is activated. (e) inoperative service, parking or emergency brake.
Part 2. Cab	(a) occupant compartment door fails to open.	(a) any cab or sleeper door fails to close securely.
Part 3. Cargo Securement	(a) insecure or improper load covering.	(a) insecure cargo. (b) absence, failure, malfunction or deterioration of required cargo securement device or load covering.
Part 4. Coupling Devices	(a) coupler or mounting has loose or missing fastener.	(a) coupler is insecure or movement exceeds prescribed limit. (b) coupling or locking mechanism is damaged or fails to lock. (c) defective, incorrect or missing safety chain or cable.
Part 5. Dangerous Goods		(a) dangerous goods requirements not met.
Part 6. Driver Controls	(a) accelerator pedal, clutch, gauges, audible and visual indicators or instruments fail to function properly.	
Part 7. Driver Seat	(a) seat is damaged or fails to remain in set position.	(a) seatbelt or tether belt is insecure, missing or malfunctions.
Part 8. Electric Brake System	(a) loose or insecure wiring or electrical connection.	(a) inoperative breakaway device. (b) inoperative brake.
Part 9. Emergency Equipment and Safety Devices	(a) emergency equipment is missing, damaged or defective.	
Part 10. Exhaust System	(a) exhaust leak, except as described under Major Defects.	(a) leak that causes exhaust gas to enter the occupant compartment.
Part 11. Frame and Cargo Body	(a) damaged frame or cargo body.	(a) visibly shifted, cracked, collapsing or sagging frame member.
Part 12. Fuel System	(a) missing fuel tank cap.	(a) insecure fuel tank. (b) dripping fuel leak.
Part 13. General	(a) serious damage or deterioration that is noticeable and may affect the vehicle's safe operation.	
Part 14. Glass and Mirrors	(a) required mirror or window glass fails to provide required view to the driver as a result of being cracked, broken, damaged, missing or maladjusted. (b) required mirror or glass has broken or damaged attachments onto vehicle body.	
Part 15. Heater / Defroster	(a) control or system failure.	(a) defroster fails to provide unobstructed view through the windshield.
Part 16. Horn	(a) vehicle has no operative horn.	
Part 17. Hydraulic Brake System	(a) brake fluid level is below indicated minimum level.	(a) brake boost or power assist is not operative. (b) brake fluid leak. (c) brake pedal fade or insufficient brake pedal reserve. (d) activated (other than ABS) warning device. (e) brake fluid reservoir is less than ¼ full. (f) parking brake is inoperative
Part 18. Lamps and Reflectors	(a) required lamp does not function as intended. (b) required reflector is missing or partially missing.	<i>When use of lamps is required:</i> (a) failure of both low-beam headlamps. (b) failure of both rearmost tail lamps. <i>At all times:</i> (a) failure of a rearmost turn-indicator lamp. (b) failure of both rearmost brake lamps.
Part 19. Steering	(a) steering wheel lash (free-play) is greater than normal.	(a) steering wheel is insecure, or does not respond normally. (b) steering wheel lash (free-play) exceeds prescribed limit.
Part 20. Suspension System	(a) air leak in air suspension system. (b) a broken spring leaf. (c) suspension fastener is loose, missing or broken.	(a) damaged (patched, cut, bruised, cracked to braid or deflated) air bag or insecurely mounted air bag (b) cracked or broken main spring leaf or more than one broken (c) part of spring leaf or suspension is missing, shifted out of place or is in contact with another vehicle component. (d) loose U-bolt.
Part 21. Tires	(a) damaged tread or side-wall of tire. (b) tire leaking, if leak cannot be heard.	(a) flat tire. (a.1) tire leaking, if leak can be felt or heard (b) tire tread depth is less than wear limit. (c) tire contacts another tire or vehicle component (except mud-flap). (d) tire is marked "Not for highway use". (e) tire has exposed cords in tread or outer sidewall.
Part 22. Wheels, Hubs and Fasteners	(a) hub oil below minimum level (when fitted with sight glass). (b) leaking wheel seal.	(a) wheel has loose, missing or ineffective fastener. (b) damaged, cracked or broken wheel, rim or attaching part. (c) evidence of imminent wheel, hub or bearing failure.
Part 23. Windshield Wiper / Washer	(a) control or system malfunction. (b) wiper blade is damaged, missing or fails to clear.	(a) wiper or washer fails to adequately clear driver's field of vision in area swept by driver's side wiper.