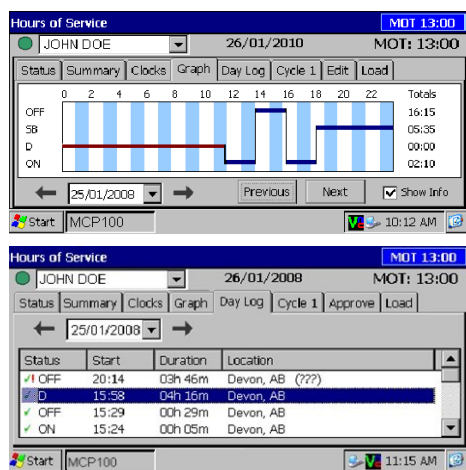




## About Canadian Hours of Service

**Omnitracs Hours of Service (HOS) is designed to help drivers comply with Canadian Commercial Vehicle Drivers Hours of Service Regulations.**

When you request to see a driver's logs, you can expect the driver to hand you this quick reference card and hold the display unit for you to see. You can view log data in a graph or detailed view.



**Note:** Drivers are responsible for verifying the accuracy of the logs. Drivers are not able to edit driving time on their electronic logs.

**Rule Sets:** HOS support three rule sets: U.S., Canada Main, and Canada North. Rule sets *don't* automatically change when crossing the U.S./Canadian border. The driver changes to a different rule set by opening the **Clocks** tab, tapping **Regions**, and selecting it.

## Functional Overview

The top line is always visible and shows the driver's name and status:

- Indicates the active driver;
- Indicates the inactive driver

To view a team driver, tap the drop-down list. You also see the current date and remaining time before an Hours of Service violation (MOT=Canadian Rules; DOT = U.S.).

**Tabs are dynamic.** The labels change to reflect each activity the driver performs

Here is a brief summary of each HOS tab:

**Status** tab provides a quick view of the driver's current status.

**Summary** tab shows progress bars that summarize the driver's remaining time before violating an Hours of Service rule. These bars reflect the current rule set.

**Clocks** tab displays the remaining times for the driver according to the rule sets.

**Graph** tab provides a visual display of the driver's duty statuses over a 24-hour period. You can also view a graph for each day in the driver's most recent duty cycle.

**Day Log** tab shows duty status details for current day

**Cycle 1 or 2** tab supports two duty cycles for Canadian rules: 7-day or 14-day. For U.S. rules, the tab is either 8-days or 7-days, depending on the driver's cycle.

**Approve** tab shows only the records that the driver has not yet approved. Drivers are responsible for approving the accuracy of all records.

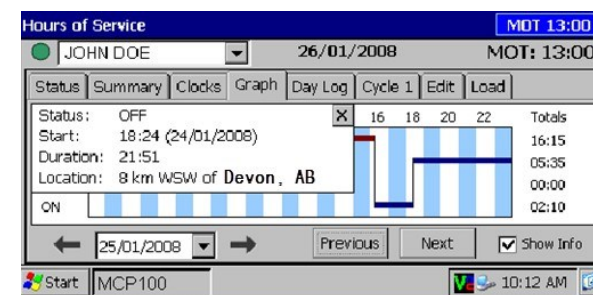
**Load** tab shows recent load information. The driver can also enter new load information.

## What's on the Graph Tab?

The **Graph** tab shows you a graph of each of the driver's activities over the past 24 hours. Each bar corresponds to a label preceding the graph.

You can tap the arrow key to page through previous days' data in the most recent duty cycle.

When you tap a status bar, a pop-up opens with details: the status, when it started, how long it lasted, and the geographic location of the vehicle when the activity started.



**Note:** An orange bar indicates that the duty status was collected during a system or sensor failure.

Drivers are instructed to keep paper logs during a system or sensor failure until a message is received indicating that the problem has been fixed.

## Want a Hard-copy of the Driver's Logs?

If you prefer to have a hard copy of the driver's logs, ask the driver to fax one to your office. Provide the fax number and your name and the driver can immediately send the request.

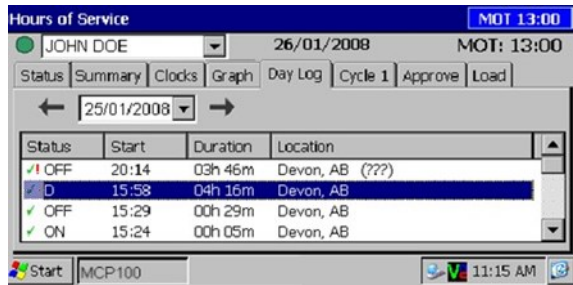
**Note: If you are out of coverage and need to request a faxed copy of your logs, please call your dispatcher for assistance.**



**Driver - Do not use while vehicle is in motion.**  
 Use of display unit while driving will cause distraction and loss of vehicle control which may lead to serious injury or death.

## What's on the Day Log Tab?

You can tap the **Day Log** tab on the display to see details of the driver's duty status activities over the past 24 hours. The back arrow allows you to scroll through the previous days in the driver's duty cycle.



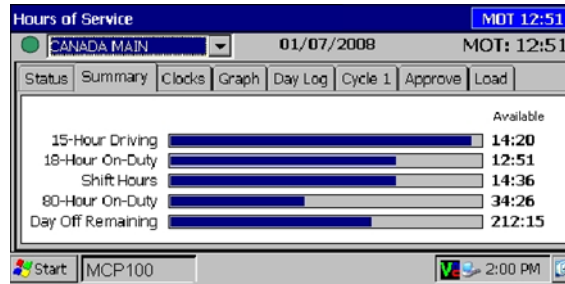
You see when each status began, how long it lasted, and the vehicle's location when the activity started.

- ✓ indicates an approved record.
- ! indicates there was a system or sensor failure at the time of this record.

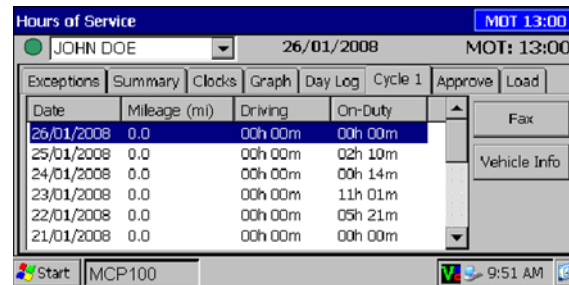
Drivers are instructed to keep paper logs when a failure occurs. Upon notification that the problem was resolved, the driver is instructed to return to using the Omnitrac Hours of Service application.

## Summary Tabs

**Summary** tab shows, at a glance, how much time the driver has left before violating each of the Hours of Service rules.



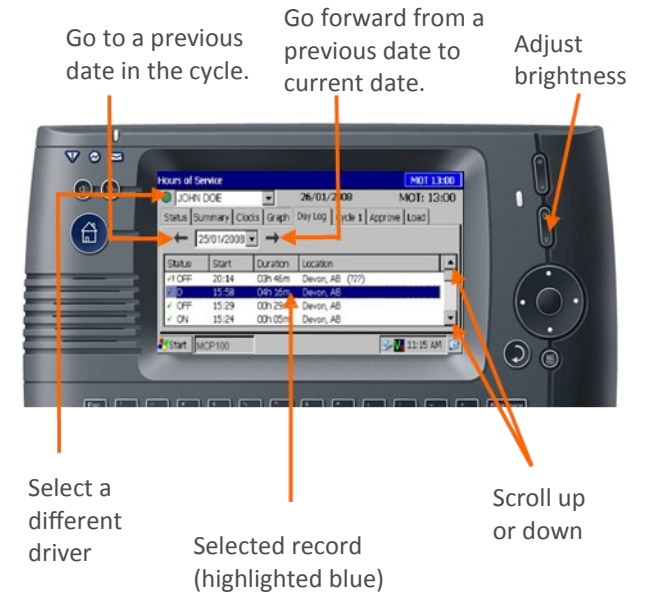
**Cycle 1 or 2** tab shows a summary of the driver's driving and on-duty times for the dates in the most recent duty cycle.



**Vehicle Info** tab shows the beginning and end-of-day odometer required by Canadian rules.

## Navigating through Records

Use the scroll bar on the **Day Log** and **Cycle** tabs to scroll vertically through the records. Use arrow keys on the **Day Log** tab to go to previous dates in the driver's duty cycle and to move forward to the current date. You cannot go to a future date.



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**WARNING** Driver - Do not use while vehicle is in motion. Use of display unit while driving will cause distraction and loss of vehicle control which may lead to serious injury or death.