



Hours of Service

DOT Reference for the DU

About Hours of Service

Hours of Service produces electronic driver logs that are fully compliant with Hours of Service regulations. When you request to see a driver's logs, the driver must send a log request. When logs are received, you can expect the driver to hand you a portable display unit and this quick reference card.

Driver HOS Responsibilities

The driver is responsible for:

- Becoming familiar with DOT regulations and record-keeping requirements
- Verifying the accuracy of his or her logs
- Keeping paper logs if problems occur with the system. The system has self-diagnostics and notifies the driver of system problems.
- Providing logs on request to view by DOT officials / traffic enforcement

NOTE: Drivers cannot edit driving time on their electronic logs.



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.

Viewing Driver Logs

To view a driver's logs:

1. Ask the driver for the logs and he or she will send a log request.
2. When the driver hands you the display unit, navigate through the log records.

You see a summary of the seven or eight days just concluded and details of the duty status changes for the current day. You can review the data by using the scroll keys, as shown in the sample below. Turn over this card to see an explanation of each line in the logs.

```

RCV #99                05/24/06  20:03 PDT
HOS LOGS                MSG: 1
OF: 2
DRIVER: JDOE
AS OF DATE 05/24  TIME: 20:01
  
```

PACIFIC DAYLIGHT TIME _____

```

START OF DOT DAY: MIDNIGHT
MILES DRIVEN (DAY)      : 327
AVAILABLE DRIVING TIME : 04:18
DRIVING TIME (DAY)     : 08:00
ON DUTY TIME (DAY)    : 11:00
7 DAY TOTAL TIME      : 42:00
  
```

*** DUTY STATUS CHANGES ***

```

DATE FROM      DATE FROM
05/24 19:23 1 E S    05/23 06:04 2 E S
  
```

MAY CONTAIN U.S. AND INTERNATIONAL EXPORT CONTROLLED INFORMATION

Navigating Messages

To navigate through logs:

- Press to navigate backward through the log messages.
- Press to advance forward through the log messages.
- Press and to scroll vertically through the records.
- Press and to scroll horizontally through records.

Verifying Approved Logs

To verify the driver's approval of a log:

All log records below a line of stars have been approved by the driver. The driver is responsible for approving his logs after reviewing them. See the reverse side for a key to the codes used.

```

*****                05/22  6:04 2 E S
05/23 19:23 1 E S0  05/21 20:05 3 E
                12:31 3                20:02 1 E
                11:52 4                13:26 2
                06:10 2                12:32 3
                05:59 4                04:29 4
  
```

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Hours of Service

DOT Quick Reference for the DU



Driver Logs

- The message number, date, and time the log was received
- The driver's company-assigned ID
- The date and time the log was sent
- The start of DOT day at the driver's assigned terminal
- The miles driven on the day
- The hours of driving time remaining before violating a DOT rule
- The hours and minutes that the driver has driven that day
- The hours and minutes that the driver has been on duty that day
- The total time (hours and minutes) the driver has been on duty for the past eight days. (The driver's duty cycle can be seven or eight days.)
- The date and time that each duty status started, followed by the duty status number (see Duty Status Numbers on the right).
- Records above the row of stars have not yet been approved.
- If the record was edited, an E displays after the duty status number.
- If there was a system failure at the time shown, an S displays.

```

RC #99          05/24/06 20:03 PDT
HOS LOGS          MSG 1 OF 2
DRIVER:  JDOE
AS OF DATE:  05/24   TIME: 20:01
PACIFIC DAYLIGHT TIME
START OF DOT DAY   : MIDNIGHT
MILES DRIVEN (DAY) : 327
AVAILABLE DRIVING TIME: 04:18
DRIVING TIME (DAY) : 08:00
ON DUTY TIME (DAY) : 11:00
8 DAY TOTAL TIME  : 42:00

***DUTY STATUS CHANGES***
DATE  FROM      DATE  FROM
05/24 19:23 1 E    05/23 06:04 1
      12:31 3      02/21 20:05 3
*****
      11:52 4      18:02 1
      06:10 3 E    13:26 2
05/23 2 04:30 2 S 06:03 3
      11:03 3      03:02 4
      10:42 4      21:10 2
      06:10 2      15:20 3
      06:03 2

```

DUTY STATUS NUMBERS	LOG RECORD STATUSES
1 = Off duty	E = Edited record
2 = Sleeper berth	S = System failure
3 = Driving	<i>In the event of a system failure, drivers are required to keep paper logs.</i>
4 = On duty not driving	
5 = Off duty driving (optional; may not be allowed by a carrier)	

Each log can contain a maximum of 106 lines. When log data exceeds 106 lines, the remaining lines are placed in an additional message. The example shows the first of two messages containing John Doe's logs starting from 5/24 and moving backwards through each day of his duty cycle (eight days).

Drivers can request a hard copy of their logs if you prefer. They can send a log request and have their logs faxed to the fax number you specify.

Drivers cannot edit driving time that is automatically recorded by Hours of Service. They are allowed to edit the time for non-driving events such as sleeper berth. For example, if a driver forgets to send a duty status change message when going into the sleeper berth, he or she can make the correction the next time logs are received.

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.