

# FLEET SAFETY COMPLIANCE MANUAL

## EXEMPTIONS FROM KEEPING DUTY STATUS RECORDS

### 100-AIR-MILE RADIUS DRIVERS

Drivers who operate within a 100 air-mile radius of the normal work reporting location, return to the work reporting location and are released from work within 12 consecutive hours (except for driver salespersons); have 10 consecutive hours off duty (8 hours for a passenger-carrying driver) separating each 12 hours on duty; and do not exceed the 11 hours maximum driving time (10 hours for a passenger-carrying driver are not required to fill out a grid log.) The motor carrier must maintain accurate and true records of the time the driver reports for duty each day, is released from duty each day, total hours on duty each day, and the total time for the preceding 7 days for drivers used for the first time or intermittently.

### NON-CDL SHORT-HAUL DRIVERS

Under the non-CDL short-haul exception, drivers who work within a 150-air-mile radius of their normal work reporting location (and return there each day) and drive a vehicle that does not require a commercial driver's license will also not be required to keep a log.

Drivers must still comply with the 11-hour driving rule but will be able to accumulate 11 hours of driving time through the 16th hour after coming on duty 2 days a week. The other 5 days a week drivers must not drive after the 14th hour after coming on duty. The 60/70-hour rules must also be complied with. Drivers will not be required to keep a log; instead the employer must keep time records for 6 months showing the times the duty period began and ended and total hours on duty for the day.

### SAMPLE TIME RECORD

Following is an example of a time record that may be used for recording time under the short-haul exemptions.

EMPLOYEE SIGNATURE: \_\_\_\_\_

EMPLOYEE NUMBER: \_\_\_\_\_

CHECK IF LOG SHEET ATTACHED <input type="checkbox"/>	CHECK IF LOG SHEET ATTACHED <input type="checkbox"/>	CHECK IF LOG SHEET ATTACHED <input type="checkbox"/>	CHECK IF LOG SHEET ATTACHED <input type="checkbox"/>	CHECK IF LOG SHEET ATTACHED <input type="checkbox"/>	CHECK IF LOG SHEET ATTACHED <input type="checkbox"/>	CHECK IF LOG SHEET ATTACHED <input type="checkbox"/>
SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
DATE	DATE	DATE	DATE	DATE	DATE	DATE
TIME	TIME	TIME	TIME	TIME	TIME	TIME
ON DUTY HRS.	ON DUTY HRS.	ON DUTY HRS.	ON DUTY HRS.	ON DUTY HRS.	ON DUTY HRS.	ON DUTY HRS.
ON	ON	ON	ON	ON	ON	ON
OFF	OFF	OFF	OFF	OFF	OFF	OFF
ON	ON	ON	ON	ON	ON	ON
OFF	OFF	OFF	OFF	OFF	OFF	OFF
ON	ON	ON	ON	ON	ON	ON
OFF	OFF	OFF	OFF	OFF	OFF	OFF
ON	ON	ON	ON	ON	ON	ON
OFF	OFF	OFF	OFF	OFF	OFF	OFF
ON	ON	ON	ON	ON	ON	ON
OFF	OFF	OFF	OFF	OFF	OFF	OFF
TOTAL ON-DUTY HOURS	TOTAL ON-DUTY HOURS	TOTAL ON-DUTY HOURS	TOTAL ON-DUTY HOURS	TOTAL ON-DUTY HOURS	TOTAL ON-DUTY HOURS	TOTAL ON-DUTY HOURS
TOTAL ON-DUTY HRS. LAST 7 DAYS	TOTAL ON-DUTY HRS. LAST 7 DAYS	TOTAL ON-DUTY HRS. LAST 7 DAYS	TOTAL ON-DUTY HRS. LAST 7 DAYS	TOTAL ON-DUTY HRS. LAST 7 DAYS	TOTAL ON-DUTY HRS. LAST 7 DAYS	TOTAL ON-DUTY HRS. LAST 7 DAYS

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