

Annual Review of Driving Record

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Motor Carrier Instructions:

Review the driving record of the employee in accordance with Section 391.25 and as outlined below, complete the Certificate of Review as listed. Any remarks may be shown on the reverse side of this form.

In accordance with Department of Transportation, Section 391.25, a motor carrier shall, at least once every twelve (12) months, review the driving record of each driver it employs to determine whether that driver meets minimum requirements for safe driving or is disqualified to driver a commercial motor vehicle pursuant to Section 391.15.

In reviewing a driving record, the motor carrier must consider any evidence that the driver has violated applicable provisions of the Federal Motor Carriers Safety Regulations and the Hazardous Material Compliance Regulations. The motor carrier must also consider the driver's accident record and any evidence that the driver violated laws governing the operations of motor vehicles, and must give weight to violations, such as speeding, reckless operations, and operating a motor vehicle while under the influence of alcohol or drugs, that indicate the driver has exhibited a disregard for the law and safety of the public.

Driver:			
Address:			
City, State and Zip:			
License #:			
Expiration Date:		State:	
SSN:			
Date of Birth			
Hire Date:			
I have hereby reviewed the driving record of the above named driver on (date) _____ in accordance with Section 391.25 and find that he/she does / does not meet Department of Transportation requirements.			
Reviewing Company Official		Date	
Driver's Signature		Date	

Annual review Dates				

Motor Vehicle Certificate of Violation

Motor Carrier Instructions:

Each motor carrier shall, at least once every twelve (12) months, require each driver it employs to prepare and furnish a list of all violations of motor vehicle traffic law and ordinances (other than violations involving parking violations) of which the driver has been convicted, or on account of which he has forfeited bond or collateral during the preceding twelve (12) months. (Section 391.27)

DRIVERS WHO HAVE PROVIDED INFORMATION REQUIRED BY SECTION 383.31 NEED NOT REPEAT THAT INFORMATION HERE.

Driver Requirements:

Each driver shall furnish the list as required by the motor carrier above. If the driver has not been convicted of or forfeited bond or collateral on account of any violation, which must be listed he shall so certify. (Section 391.27)

I certify the following is a true and complete list of all traffic violations required to be listed (other than those I have provided under Part 383) for which I have been convicted or forfeited bond or collateral during the past twelve (12) months. **If I have no violations it is indicated by writing none.**

Date	Type of VEH	Offense	Penalty	Locations

Print Name:				
SSN:				
Date of Birth				
License #:		Sate		Expiration date
Signature				
Company Official's Signature				