



## **Azuga – Hours of Service**

October 2022/ V3.0.2212

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## Document Information

## Version History

Version	Date	Author	Reviewer

## Sign Off

Azuga

Title	Name	Signature	Date

Partner Name

Title	Name	Signature	Date

## Change Log

This section includes the following pages with the modified section details:

Page	Modified Section

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## Change History

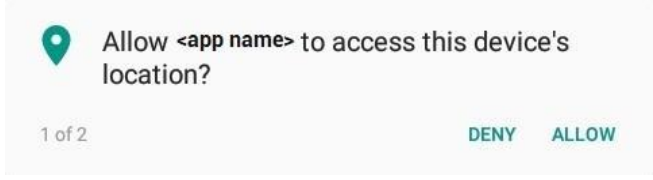
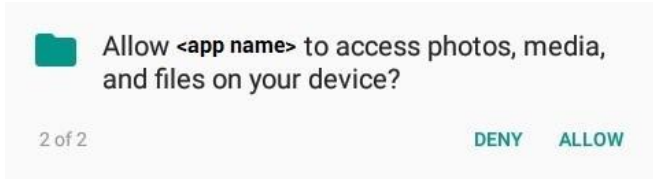
This section details what changes have been made in order to prompt a new version of this product specification:

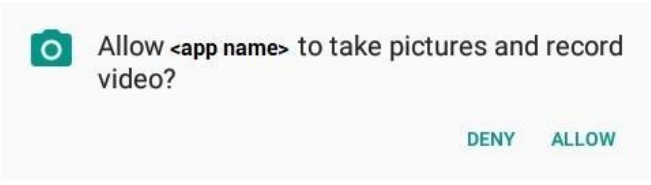

Version	Date	Author(s)	Section Page No.	Change

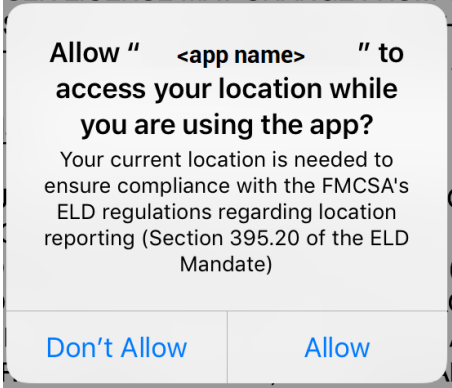

## App Permission Request

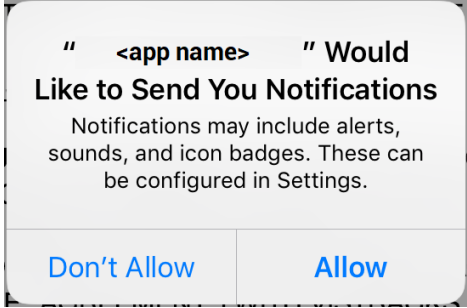
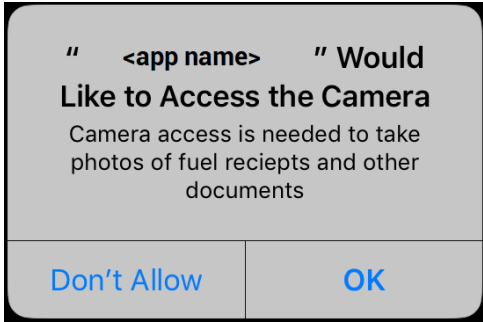
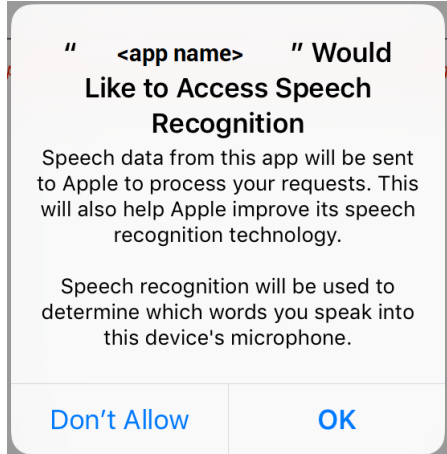
Lists of app permission request that you need to allow the app to access are the following:

A dialog is prompted to you after you install the ELD application. Other app permission request is prompted to you when you take photos for your DVIR report, Work Order report, fuel receipts and other documents and also when you use voice-to-text feature instead of typing your inspection notes on a DVIR item.

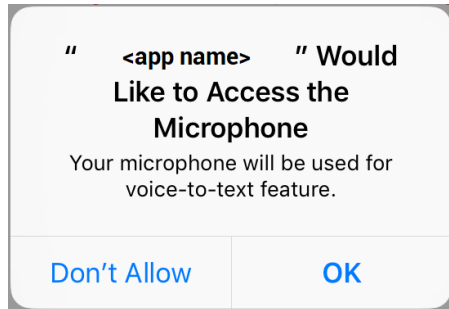
Android App Permission Request	Action
<p><b>Location.</b> (Device's location)</p>  <p>The screenshot shows a dialog box with a location pin icon. The text reads: "Allow &lt;app name&gt; to access this device's location?". Below the text, it says "1 of 2" and has "DENY" and "ALLOW" buttons.</p>	<p>Tap <b>Allow</b> button to allow app to access the device's location.</p>
<p><b>Storage.</b> (Photos, media and files on your device)</p>  <p>The screenshot shows a dialog box with a folder icon. The text reads: "Allow &lt;app name&gt; to access photos, media, and files on your device?". Below the text, it says "2 of 2" and has "DENY" and "ALLOW" buttons.</p>	<p>Tap <b>Allow</b> button to allow app to access photos, media and files on your device.</p>

<p><b>Camera.</b> (Take pictures and record video)</p> 	<p>Tap <b>Allow</b> button to allow app to access the camera.</p>
<p><b>Microphone.</b> (Record audio)</p> 	<p>Tap <b>Allow</b> button to allow app to access the microphone.</p>

iOS App Permission Request	Action
<p><b>Location.</b> (Location while you are using the app)</p> 	<p>Tap <b>Allow</b> button to allow app to access the device's location.</p>
<p><b>Notifications.</b> (Notifications may include alerts, sounds, and icon badges)</p>	<p>Tap <b>Allow</b> button to allow app to access notifications.</p>

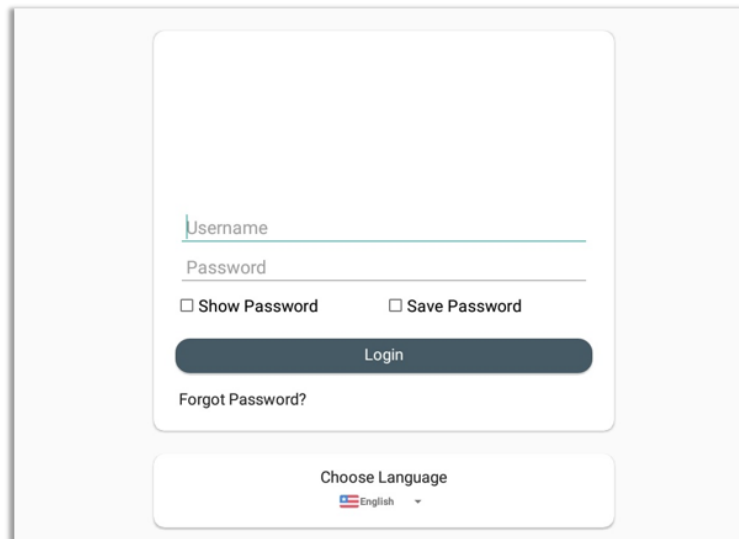
	
<p><b>Camera.</b> (Camera access is need to take photos of fuel receipts and other documents)</p> 	<p>Tap <b>OK</b> button to allow app to access the camera.</p>
<p><b>Speech Recognition.</b> (Speech recognition will be used to determine which words you speak into this device's microphone)</p> 	<p>Tap <b>OK</b> button to allow app to access speech recognition.</p>

**Microphone.** (Microphone will be used for voice-to-text feature)

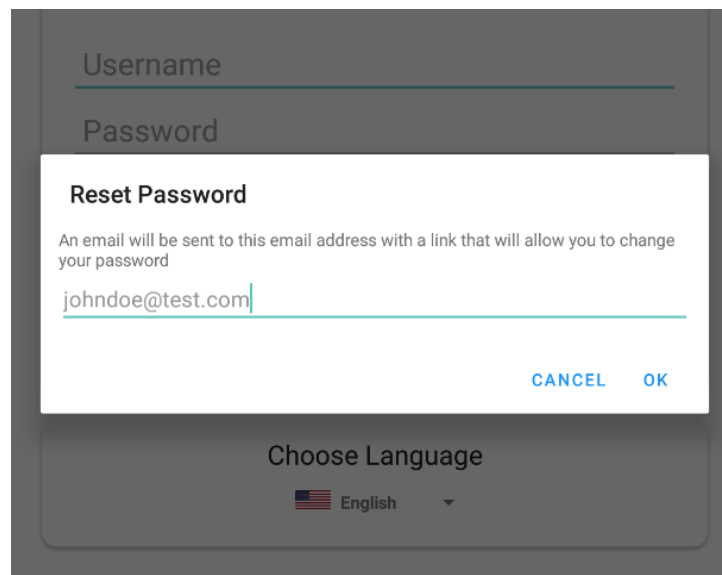


Tap **OK** button to allow app to access the microphone.

## App Login Screen



The driver can login to the app by entering their **username (email)** and **password** set by their manager in the portal. The **Save Password** option can be checked upon login to automatically fill out the driver's password when entering their username, the next time they try to login. A **Show Password** is also available to reveal the text being input.



In case the driver forgets their password, there is a **Forgot Password** option below the login button. Tapping on this will prompt a dialog box where the driver can input their email address. Upon pressing **Ok**, a password reset request will be sent to the driver's email.

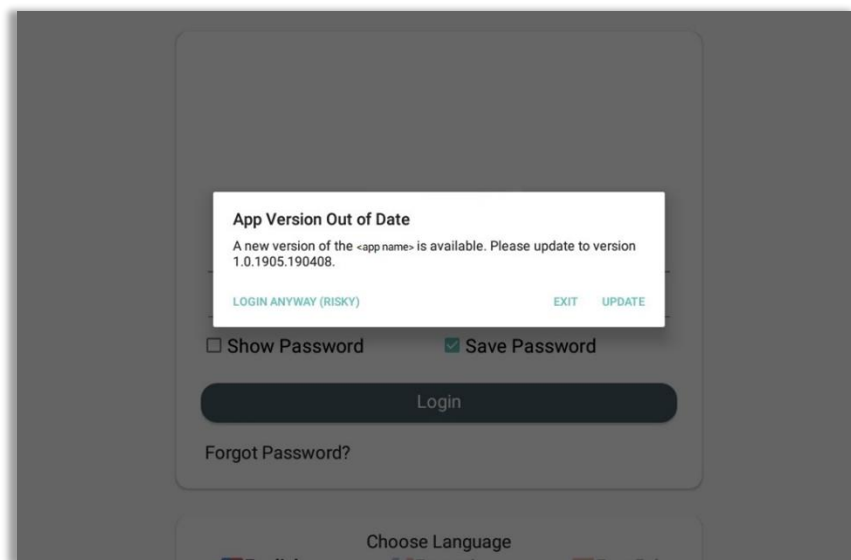




On the bottom of the login screen is a language preference option. The app currently supports **English, French, and Spanish** languages. The language selected upon logging in will be the reflected language throughout the whole user interface of the app.

In any event that the driver faces an **error upon logging in**, there is a list of errors in this document at **section 18**, naming all the possible login errors and their causes.

*Note: Drivers will be forced to logout of the app if the app version that the driver is using does not meet the minimum/required app version.*



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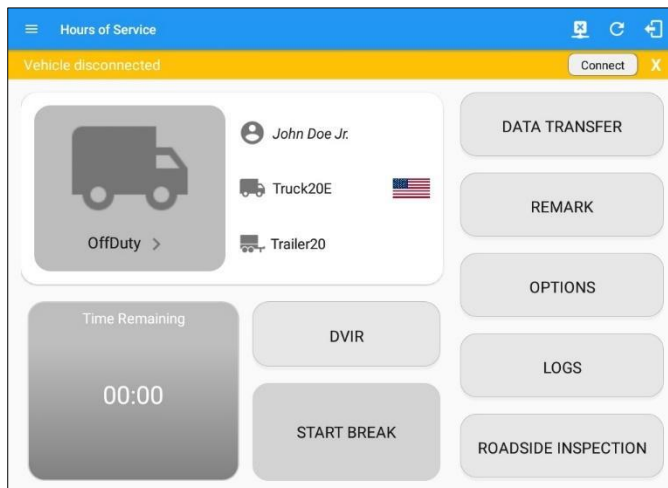
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## 1 Main Screen

The Hours of Service main screen is where you log your duty status events and which, in turn, determines your compliance with CCMTA and FMCSA Hours of Service Regulations. This screen also serves as your gateway to the rest of the app's features.



The main screen also provides essential information about the app's user:

- **Driver Name:** Displays the name of the driver who is logged in and whose logs are displayed.
- **Vehicle Name:** Displays the driver's vehicle name.
- **Trailer Name:** Displays the driver's trailer name.












**Note:** Can tap Vehicle and Trailer name to display Switch Vehicle Dialog. Also, when a driver enables an exception, the active exceptions will be displayed under the driver's duty status.



### 1.1 Using the HOS Action Bar

The HOS Action Bar is the starting point for navigating to the different pages within the app and is always present in the app's topmost portion:



The action bar features the following navigational controls of the app:

Action Tool Name	Action Tool Icon	Description
Main Navigation Button		Tap to open the main navigation menu of the application
Refresh Button		Tap to manually refresh the data in the app page. Hidden under  submenu icon once all icons are present.
Logout Button		Tap to log out of the app, this will also set your status to Off Duty. Hidden under  submenu icon once all icons are present.
Malfunction Button		Tap to see uncleared Malfunctions
Data Diagnostics Button		Tap to see uncleared Data Diagnostics. Turns into an accent color (based on the app's theme). If there are new events and turns white when already viewed.
VBUS Connectivity		Indicates that the device is connected to a VBUS device and turns to  when disconnected. Hence, connection interruptions may occur which will turn into flashing icon  while in a reconnecting state.
Pending Edit Request Button		Tap to display the pending edit request dialog, edit request is from Motor Carrier Edit Suggestions, correction of errors with Team Drivers, and Events logged under Unidentified Driver Profile.

Connect Button		Tap to display a dialog to Connect to Vehicle's VBUS Device. It has the same capabilities as the VBUS icon  .
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## 2 Customizing the Hours of Service App Preferences

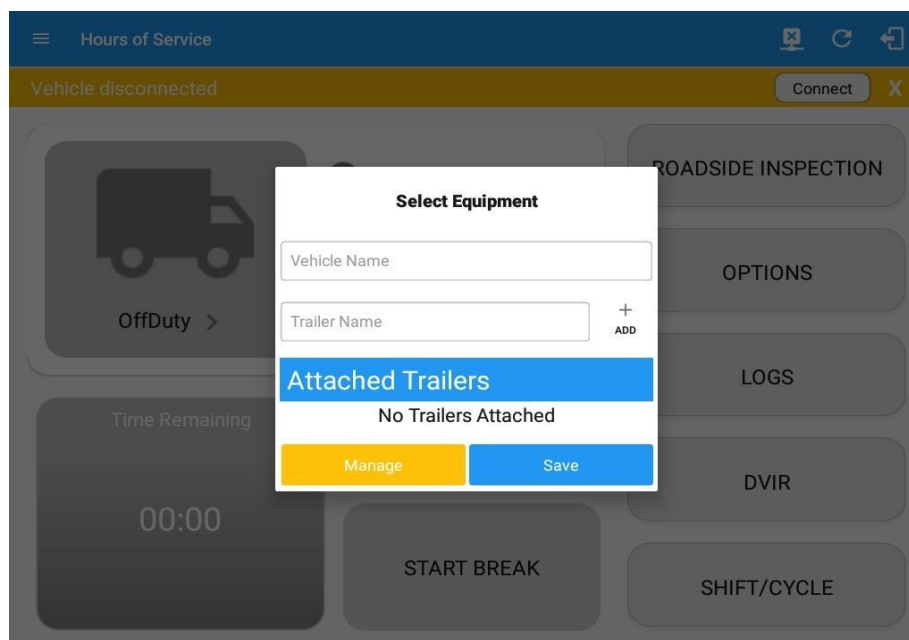
### 2.1 Hours of Service Settings

#### 2.1.1 Set Hours of Service Preferences


This is where the basic driver, vehicle, carrier, and shipping data is entered and stored within the app. The identification data stored here is then used by the app, web portal and in the driver's daily log report.

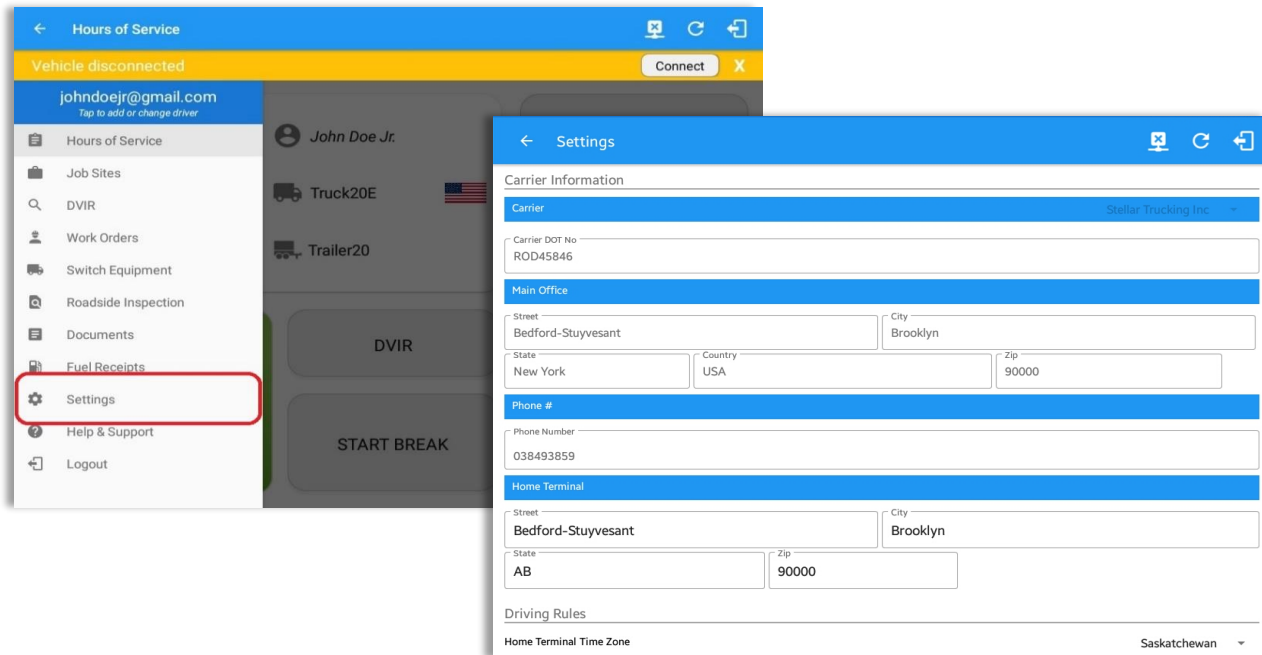
#### ***After logging in to the app for the first time***

When the app is used for the first time, the driver is taken directly to the Main Dashboard after which a Select Equipment dialog box will be displayed. It will continue to display until the user chooses a specified vehicle and trailer (if needed) to use. Driver can select option 'None' to use the app without selecting a vehicle.




The app's settings and preferences can be customized in the Hours of Service Preferences screen.

To navigate to this part of the app, select the  icon or swipe the screen to the right to display the main navigation menu, select the **Settings** option and then select the **Hours of Service** option, this will display the Settings screen.



### 2.1.2 Capturing the Driver's Signature

The application can capture the signature of the driver which is then used for digitally certifying a log. To create the driver's signature, select the main navigation button, , select the **Settings** option, and then select **Hours of Service**:



The Driver Information section of the screen will be displayed along with any signature that has been created by the driver. Tap on the icon to create or change the signature.

Create or update your signature in the app by using your finger to create your signature.

Tap the Done button to save your signature. You can also select the Clear button to clear the captured signature and start again.

### 2.1.3 Customizing the Carrier Information

The carrier information can also be set from within the Hours of Service section (**main navigation button > Settings > Hours of Service**). You can scroll the screen down to the **Carrier Information** section:

The screenshot shows the 'Settings' screen in the Azuga app. The 'Carrier Information' section is highlighted in blue and contains the following fields:

- Carrier:** A dropdown menu showing '<COMPANY NAME> TRUCKING LLC'.
- Carrier DOT No:** A text input field containing '987654321'.
- Main Office:** A section with three sub-fields:
  - Street:** '4855 Wayback Lane'
  - City:** 'Huntington'
  - State:** 'New York', **Country:** 'USA', **Zip:** '11743'
- Phone #:** A text input field containing '631-375-1799'.
- Home Terminal:** A section with three sub-fields:
  - Street:** '4855 Wayback Lane'
  - City:** 'Huntington'
  - State:** 'NY', **Zip:** '11743'
- Driving Rules:** A section with a dropdown menu for 'Home Terminal Time Zone' set to 'Central (CST6CDT)'.

Displayed details are the following:

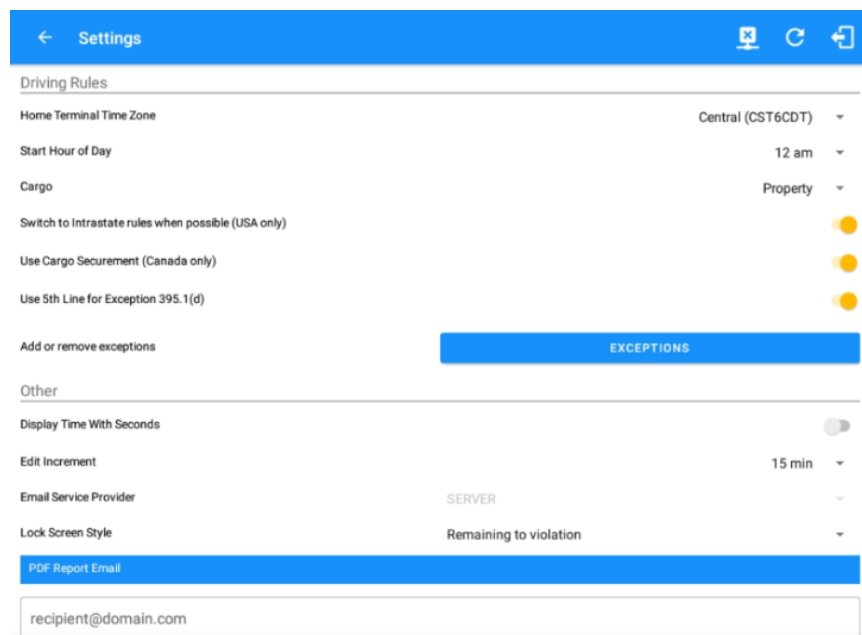
- Carrier Name
- Carrier DOT Number
- Main Office Address
- Phone Number
- Home Terminal Details of the driver

**Note:** The driver is allowed to select a specific Carrier Information if 'Allow driver ability to change carrier' in portal->**settings->account setting** (under Portal Controls) and 'Can Change Carrier' in Drivers Management page are enabled.

### 2.1.4 Driving Rules

This is where you change the HOS rules for the Canadian Council of Motor Transport Administrators (CCMTA) and Federal Motor Carrier Safety Administration's (FMCSA) regulations that govern the hours that a commercial vehicle driver can legally accumulate driving or being on duty for a motor carrier in a working day and week. This is also where you apply the HOS rules exceptions.

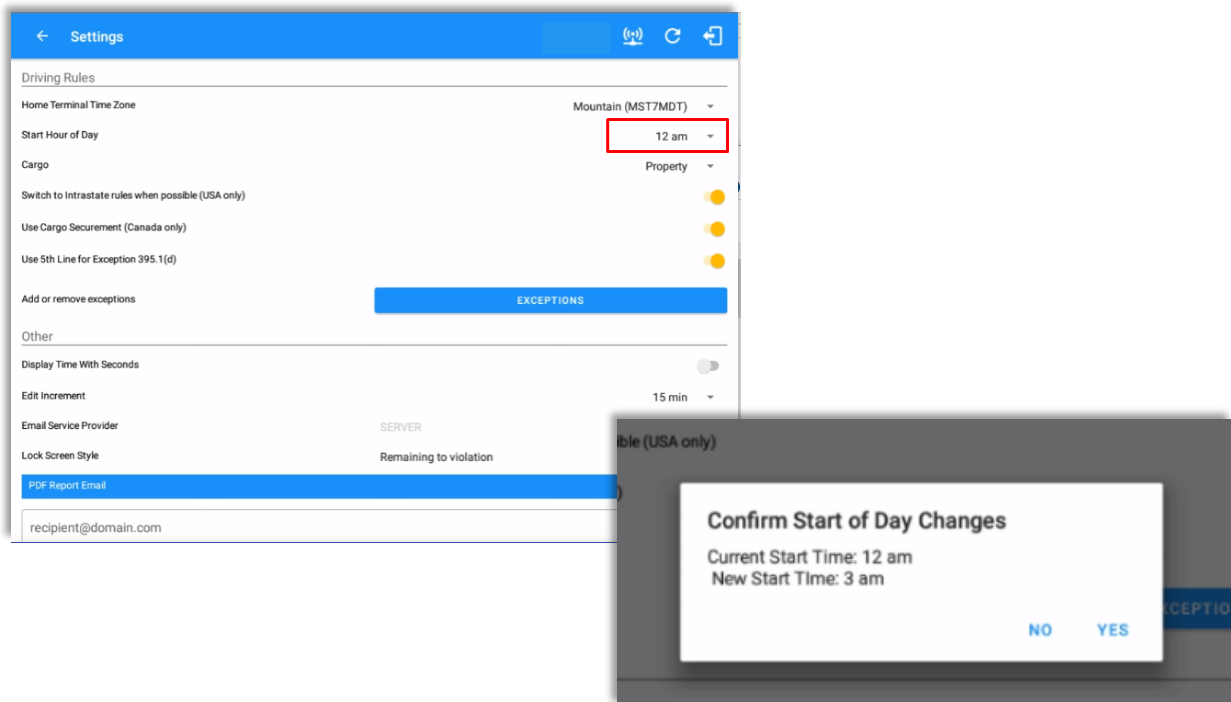
The driving rules can also be set from within the Hours of Service section (**main navigation button > Settings > Hours of Service**). You can scroll the screen down to the **Driving Rules** section:



Select the appropriate HOS Driving rules that you would like the app to use. You can customize the home terminal time zone, start hour of day, cargo, and exceptions.

## Start Hour of Day

This is where you can set the Start Hour of Day. The adjustments made here also update the Grid Chart points (Time). When setting the value for the *Start Hour of Day*, a dialog for the confirmation of the changes is displayed.

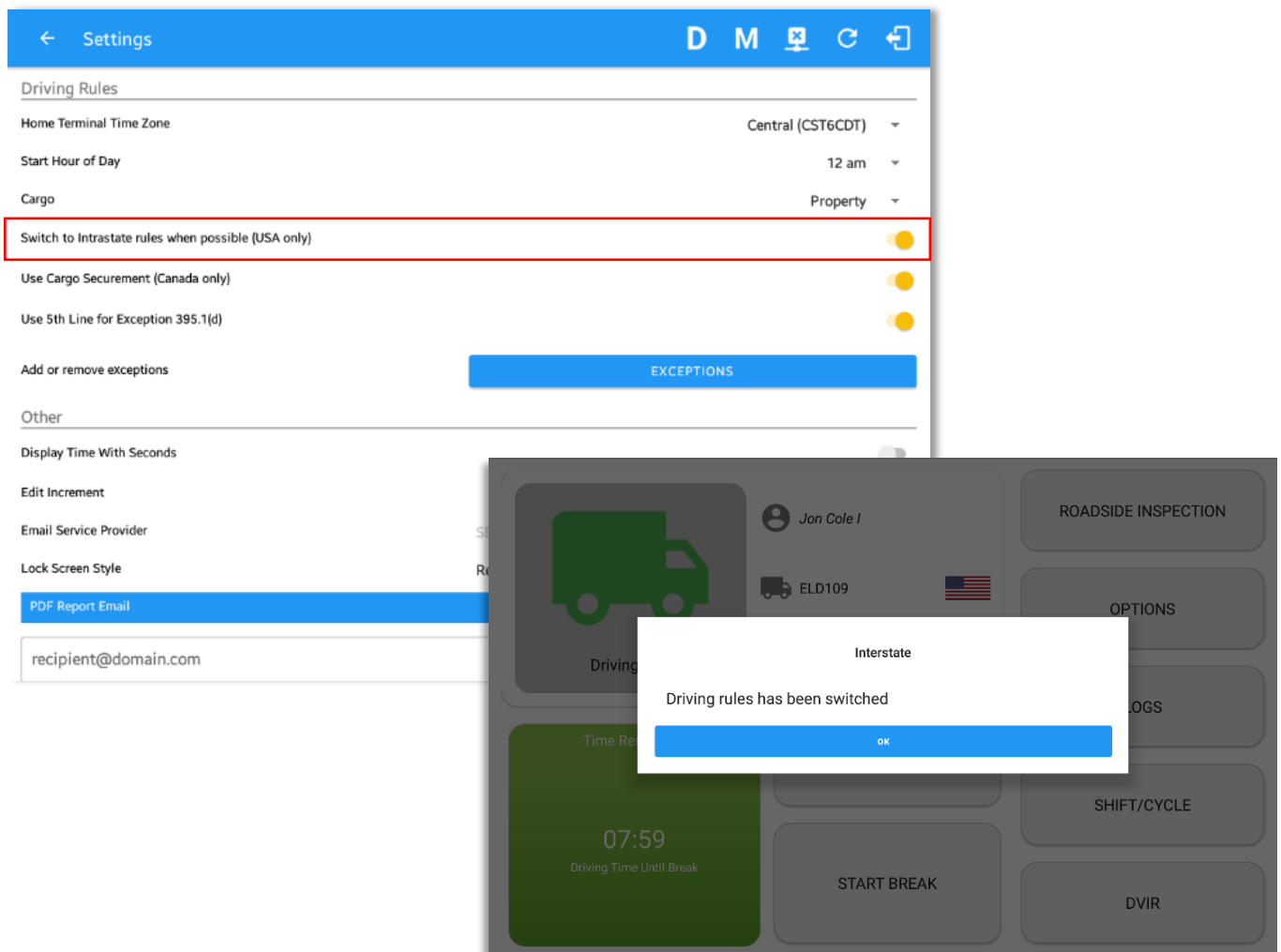


**Note:**

- For Canada ruleset, Driver can only change his Start Hour of Day when his cycle resets.
- A Start Time of Day remark will be logged in the Driver's Daily Logs after the driver has successfully changed his Start Hour of Day

- **Intrastate to Interstate driving rules**

If the driver is operating in intrastate mode and is crossing over a state line, then the app automatically switches to federal rules. A dialog will display confirming that the driving rules have changed right after crossing boundaries.



**Example:**

*SouthCarolina80hr8days to US70hr8days*

*or*

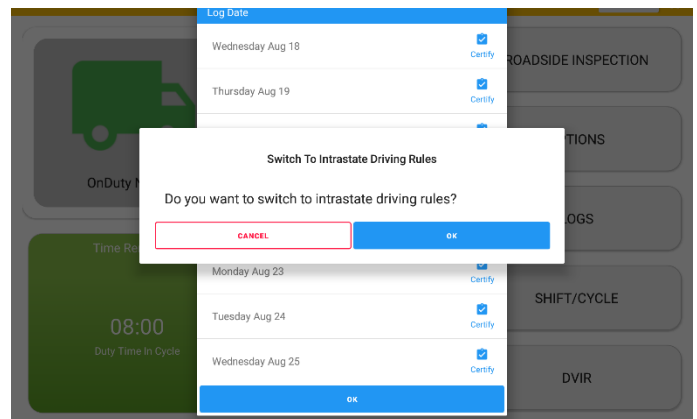
*SouthCarolina70hr7days to US60hr7days*

- **Interstate to Intrastate driving rules**

The driver must also follow the Federal HOS regulations for a short period of time while operating in interstate commerce. If the driver were using the 60-hour/7-day schedule, he must follow the Federal HOS regulations for the next 7 days having done operating in interstate commerce. If you were using the 70-hour/8-day schedule, you must follow the Federal hours-of-service regulations for the next 8 days after you finish operating in interstate commerce.

**Note:**

To perform intrastate check, enable the option available in the **Settings > Hours Of Service** (however this check is optional). The user has the ability to whether or not perform to the checking.



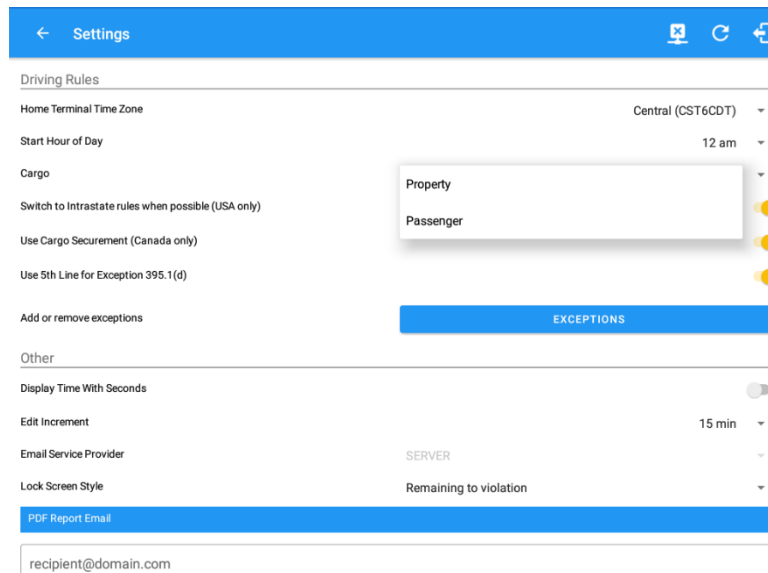
Also, it is important for the driver to monitor the cycle used for the past 7 or 8 days.

**Cargo**

For USA ruleset, this will set the applicable Hours of Service rules for property carrying or passenger carrying commercial vehicles.

**Available Cargo Rules Options**

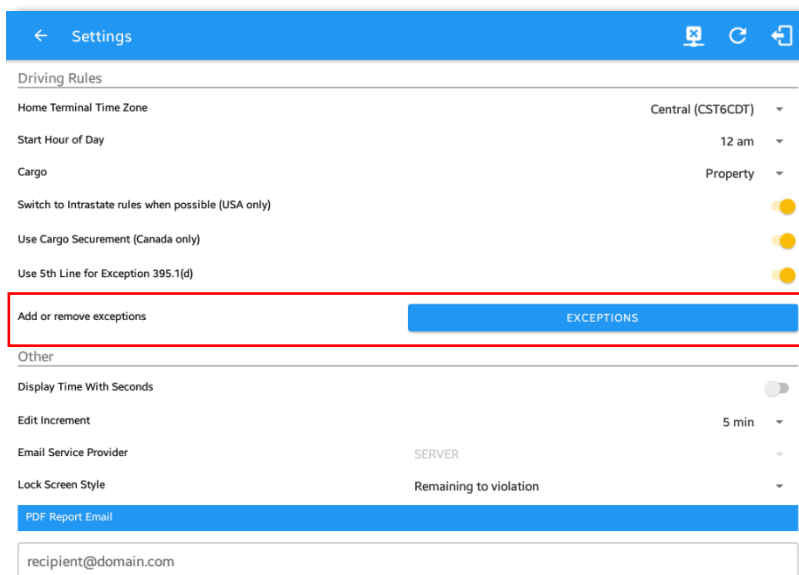
- Property – the 11 and 14-hours rule will apply.
- Passenger – the 10 and 15-hours rule will apply.



Either of the above cargo rules can be applied by selecting the appropriate rule from the drop down.

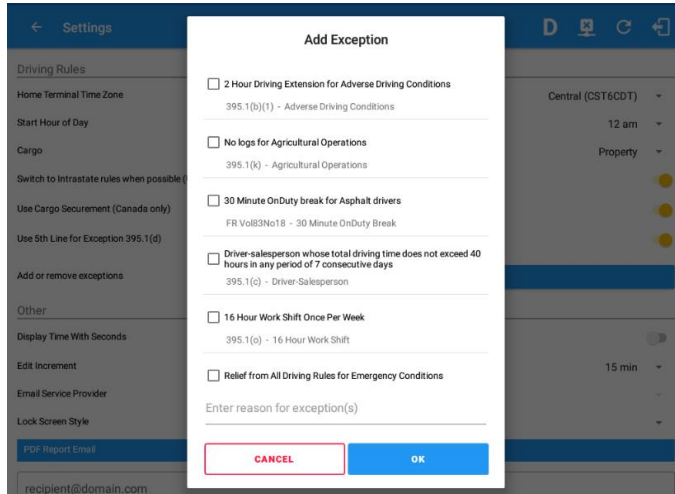
## Exceptions

The options that appear when tapping the **Exceptions** button will allow the driver to avail of exceptions from the Hours of Service rules for as long as certain conditions are met as stipulated under the Hours of Service regulations of CCMTA and FMCSA.



**Note:** *Note: All exceptions activated and removed throughout the day are still listed as the 'Exceptions Used'.*

## Available US Exceptions Options



Select the appropriate exception from the list. You must then enter a reason for applying the exception in the Enter reason for exception(s) field. Once complete, select the **OK** option to apply the selected exception.

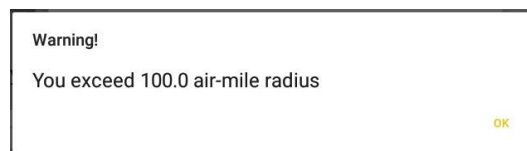
**Note:** Exceptions are different depending on the Region selected. Also, the entered reason will be added in the remark of the Exception event.

- 2 Hour Driving Extension for Adverse Driving Conditions
- Relief from all driving rules for Emergency Conditions
- Oilfield Operations with 24-hour restart

**Note:** If the Exception 395.1(d) is enabled, user can control to hide or show the 5<sup>th</sup> line that is shown on grid chart and Well Site option when changing status. Go to Settings > HOS Preferences > Driving Rules > Use 5<sup>th</sup> Line for Exception 395.1(d) toggle option is available which can be enabled or disabled.

- 30 Minute Break Exemption for Petroleum Tank Drivers
- 30 Minute Break Exemption for Short-Haul Drivers
- 30 Minute On Duty break for Asphalt drivers
- No Logs for CDL Short-haul Drivers operating within 100 air miles (12-hour shift)

**Note:** A warning dialog is displayed if the short haul driver broken the 100 air miles from the home terminal.

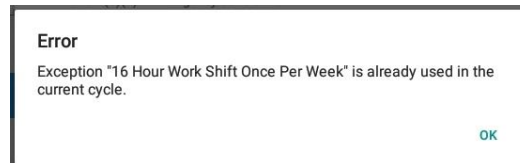


- No Logs for short-haul Asphalt or Ready-Mixed Concrete Drivers operating within 100 air miles 395(e)(1) or Non-CDL drivers operating within 150 air miles 395(e)(2)



- 24 Hour Restart for Construction, Groundwater well-drilling
- 16 Hour Work Shift Once Per Week

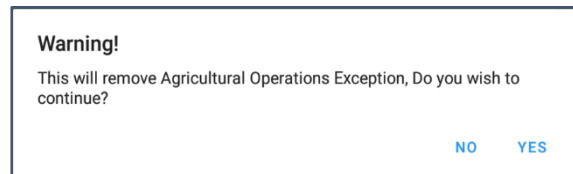
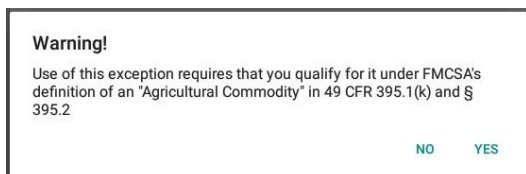
**Note:** '16 Hour Work Shift Once Per Week' exception can only be used once for the last 7 days or in every 70hr cycle, if the driver attempted to enable the exception an error dialog will display stating the following:



However, it is possible for the driver to add another '16 Hour Work Shift Once Per Week' exception when a cycle reset has occurred. Nevertheless, the driver will need to wait for the current cycle to end to be able to add the exception again.

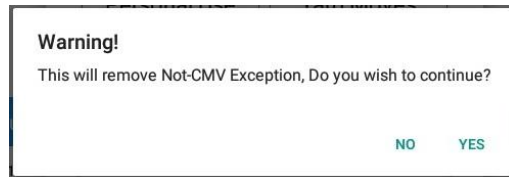
- Utility Service Vehicle
- 30 Minute Break Exemption for Specialized Carriers & Rigging Association (SC&RA)
- Agricultural Operations

**Note:** A confirmation dialog is displayed when using 'Agricultural Operations' exception. Also, a warning dialog is displayed upon attempting to add a new event in the current time while Agricultural Operations exception is added

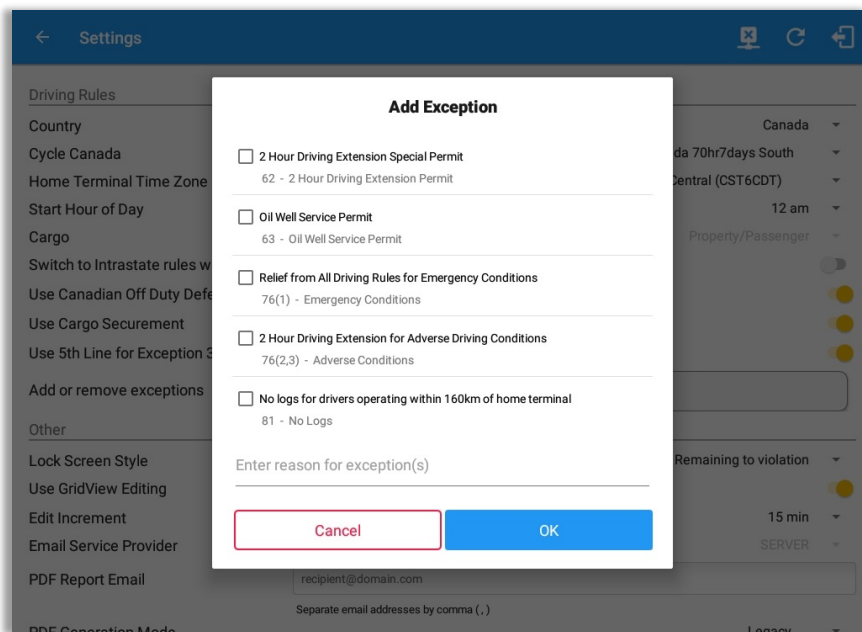


- Transport of Commercial Bees, Livestock
- Hi-rail 2-hour travel exclusion - 395.1(w)
- Driver salesperson - 395.1(c)
- Relief from Driving rules for State of Emergency - 390.23
- California flammable tank drivers may drive 10 hours within a work shift
- No Logs for Non-Commercial Motor Vehicle

**Note:** A warning dialog is displayed upon attempting to add a new event in current time while in Not-CMV exception. Tap Yes button to remove exception or tap No button to cancel.

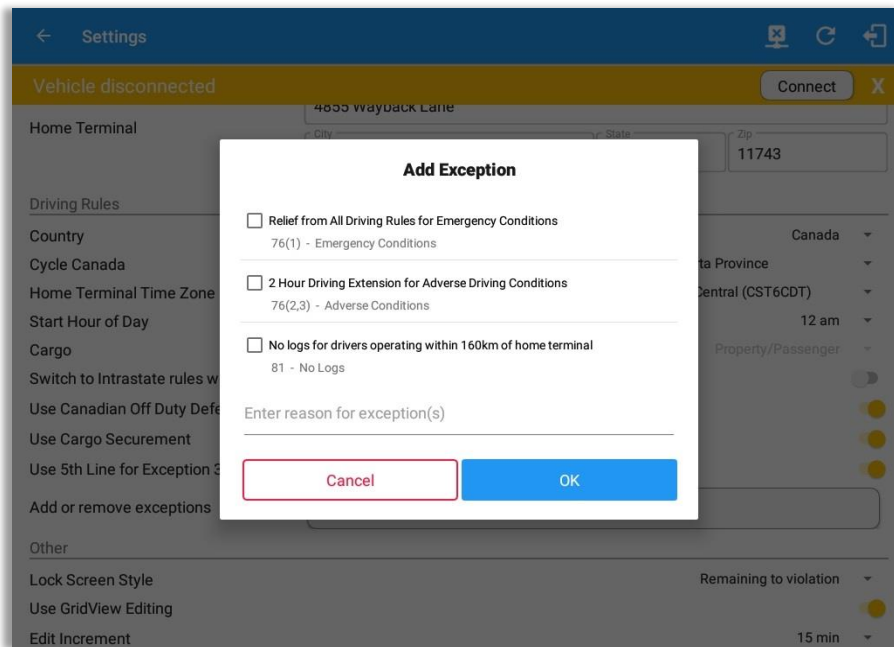


### **Available Canada Exceptions Options**



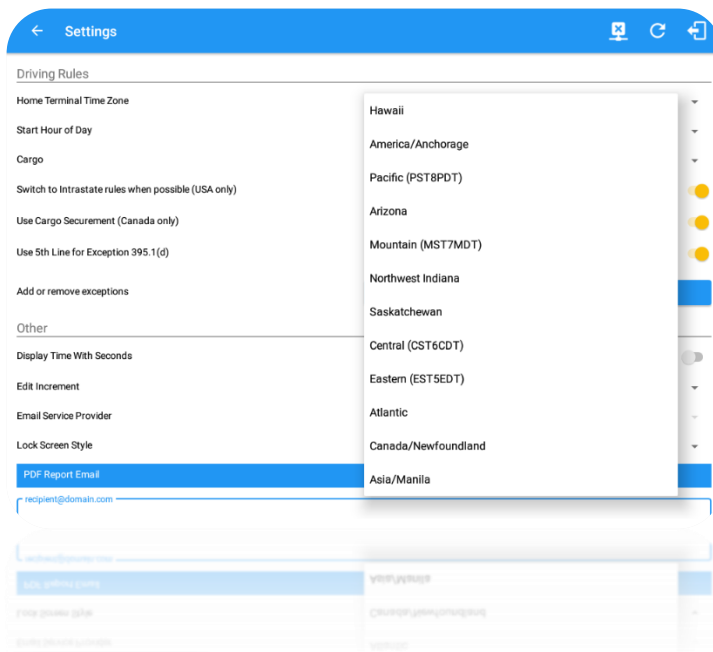
- 2 Hour Driving Extension Special Permit
- Oil Well Service permit
- CanEmergencyConditions
- 2 Hour Driving Extension for Adverse Driving Conditions
- No Logs for drivers operating within 160km of home terminal
- Ferry Crossing More than 5 hours

## Available Alberta Province Exceptions Options



- CanEmergencyConditions
- No logs for driver operating within 160km of home terminal
- 2 Hour Driving Extension for Adverse Driving Conditions

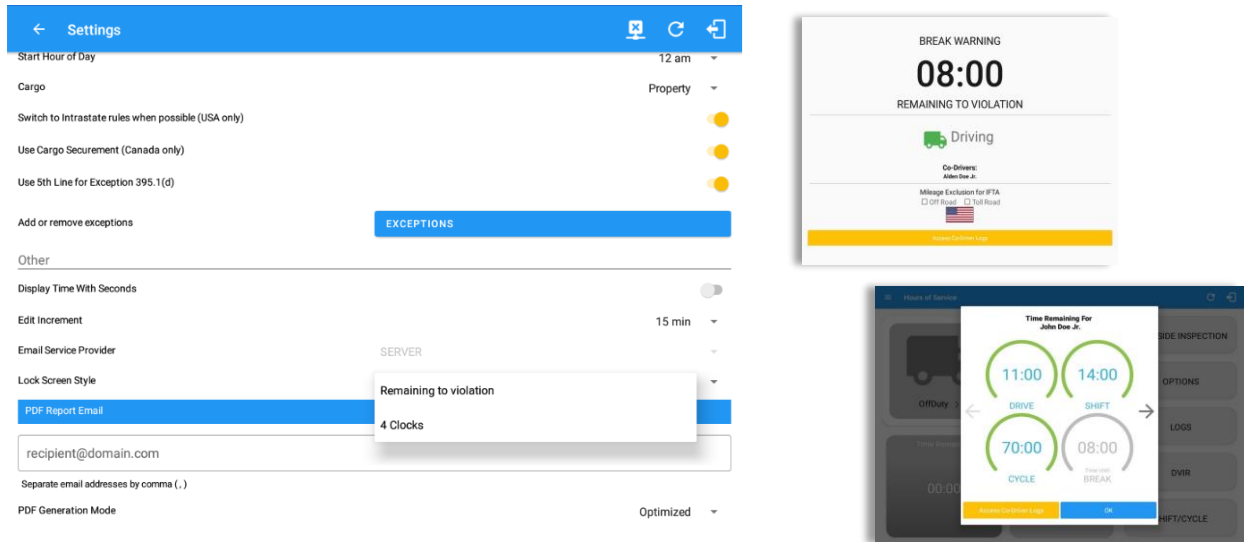
## Time Zone



Select the driver's Home Terminal time zone. Time zones available are:

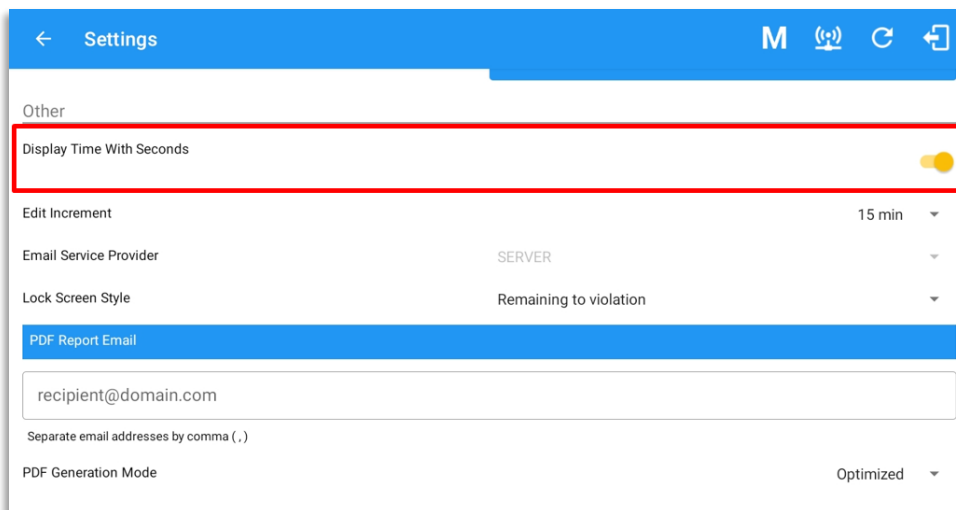
Hawaii  
 America/Anchorage  
 Pacific Time (PST8PDT)  
 Arizona  
 Mountain Time (MST7MDT)  
 Northwest Indiana  
 Saskatchewan  
 Central Time (CST6CDT)  
 Eastern Time (EST5EDT)  
 Atlantic  
 Canada/Newfoundland  
 Asia/Manila  
 America/Toronto (iOS only)

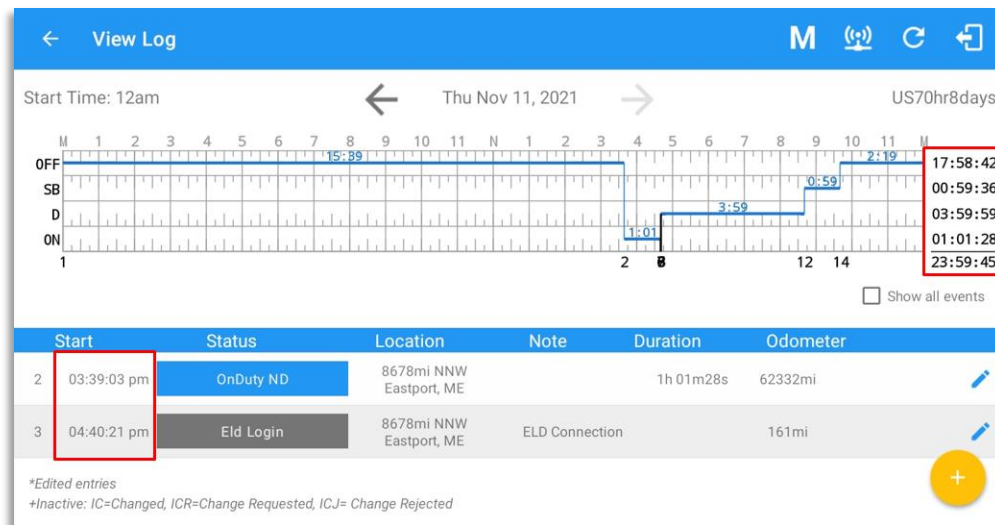
The user has the ability to control the lock screen display. There are two (2) types available: new 'Remaining to violation' lock screen or the old '4 clocks' lock screen.



### **Display Time with Seconds (Android only)**

The user has the ability to show time values and durations to the second precision.





### Email Service Provider

There are (2) two email service provider options: via Server or Mobile App. Email Service Provider setting can be change on the **Admin Portal** > **Account Settings** (under *App Controls*) > **Email Sender**.

Settings

Home Terminal Time Zone: Central (CST6CDT)

Start Hour of Day: 12 am

Cargo: Property

Switch to Intrastate rules when possible (USA only):

Use Cargo Securement (Canada only):

Use 5th Line for Exception 395.1(d):

Add or remove exceptions: EXCEPTIONS

Other

Display Time With Seconds:

Edit Increment: 15 min

Email Service Provider: SERVER

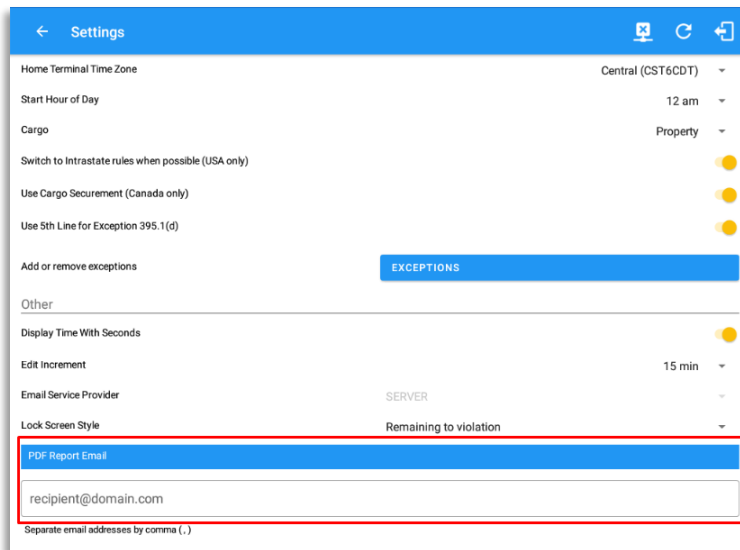
Lock Screen Style: Remaining to violation

PDF Report Email: recipient@domain.com

Separate email addresses by comma (,)

## **PDF Report Email Recipients**

You can set the default recipients of your Driver Daily Log PDF report in the part of the Settings Menu.



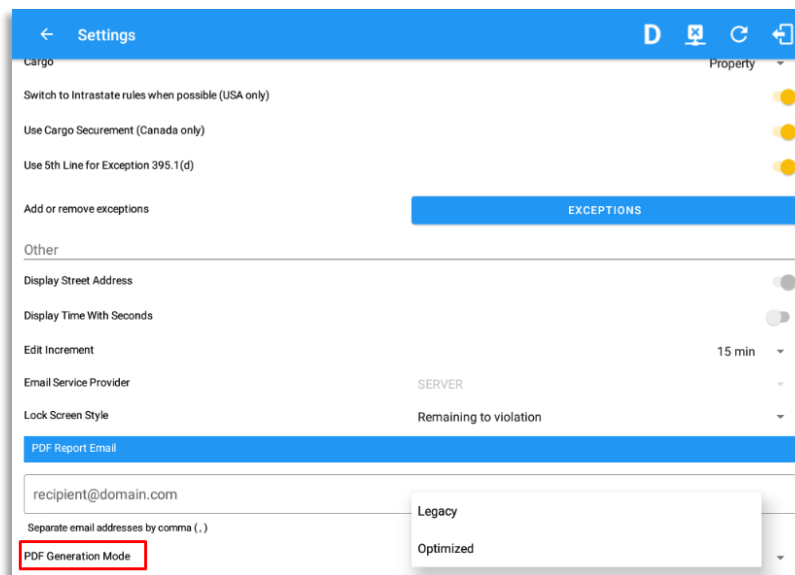
Enter the email address or addresses that will become a recipient or recipients of the Hours of Service app's Daily Driver Log PDF report.

The email addresses must be separated by a comma (,)

## **PDF Generation Mode (Android only)**

There are (2) two PDF Generation Mode options: Legacy or Optimized mode. Optimized mode is an optimized version with a less PDF file size when generating a PDF report.

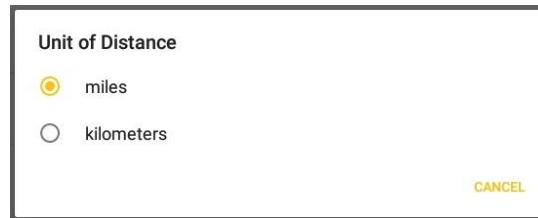
**Note:** This option is only for Android app.



## 2.2 Device Preferences

### Unit of Distance

Setting the default unit of measures.



Unit of Distance

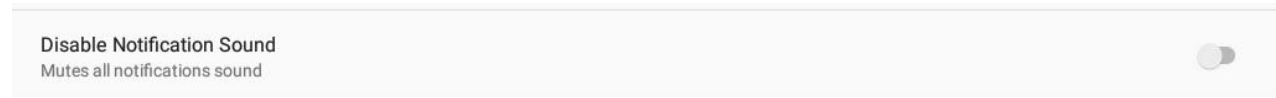
miles

kilometers

CANCEL

### Disable Notification Sound

The application has a Mute button to silence all sounds that could come from the application. Also, the ELD rules state that all application sounds should be muted during Sleeper status. However, the mobile device should not be muted so that sound will be available for phone calls.



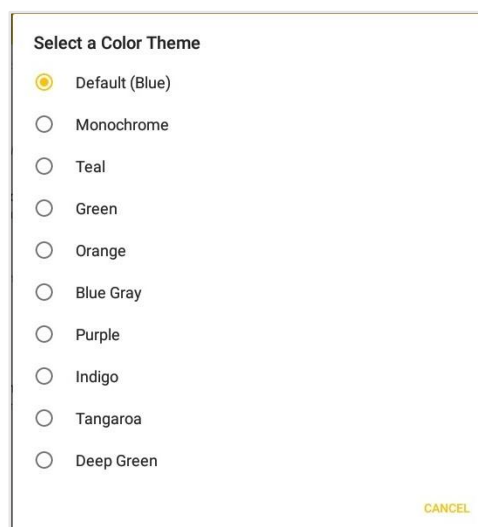
Disable Notification Sound

Mutes all notifications sound

**Note:** When the current status is Sleeper Berth, it automatically mutes the application sound.

### Color Theme

Displays option for selecting Color Theme.



Select a Color Theme

Default (Blue)

Monochrome

Teal

Green

Orange

Blue Gray

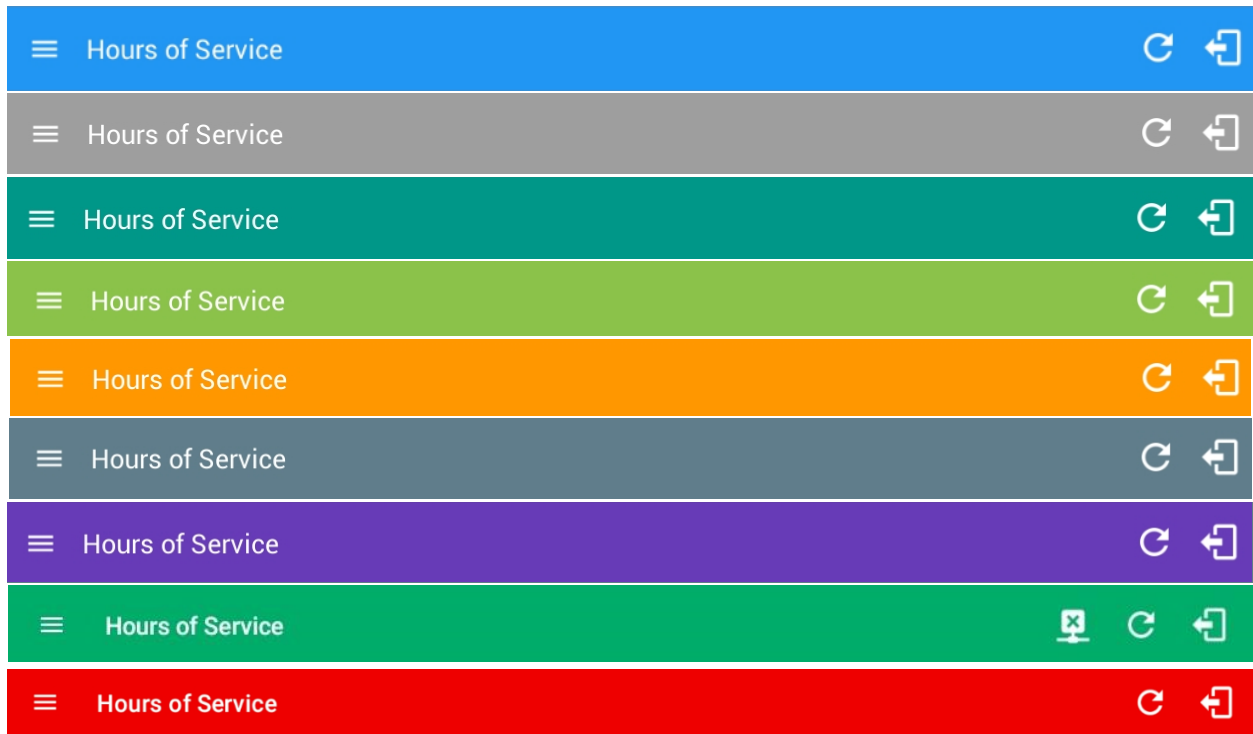
Purple

Indigo

Tangaroa

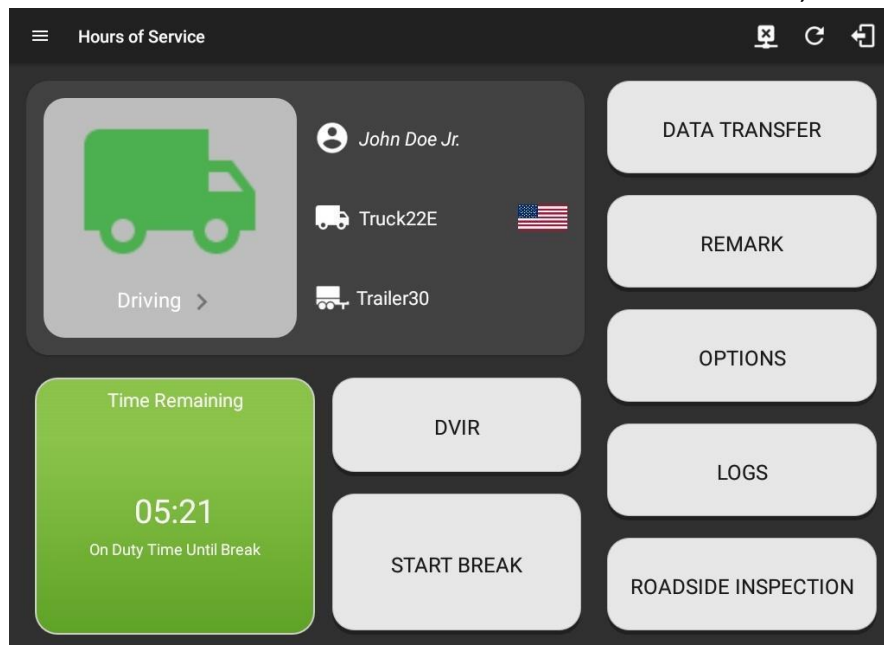
Deep Green

CANCEL



### **Night Theme**

By default, the application automatically changes to a night theme based on the sunset time calculated from the device's location. If location is not available, the local time of the device is used.

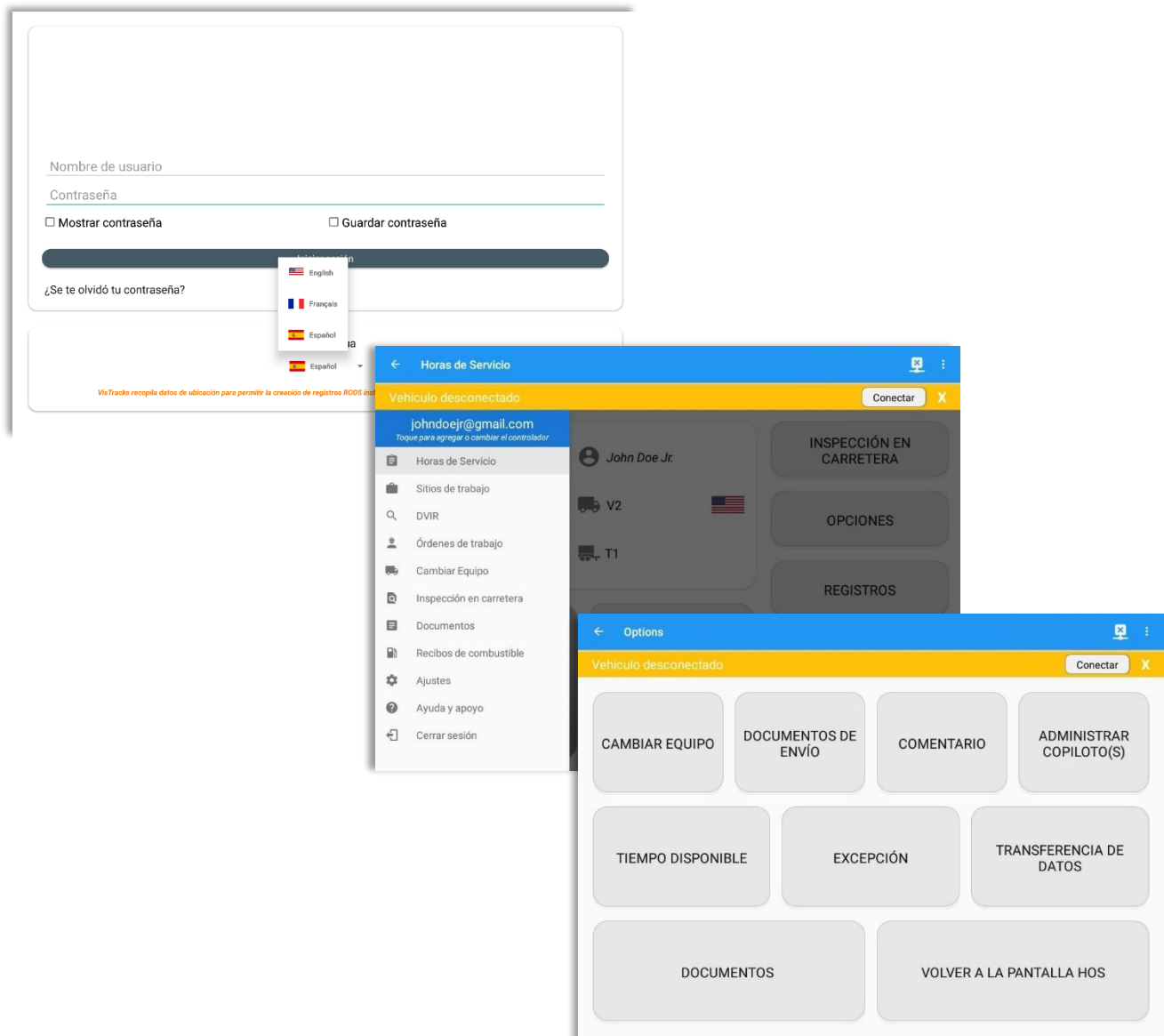




## **Language Support**

The application supports language translation for English, French-Canadian (Francais (Canada)), Spanish (Español (Estados Unidos)).

*To enable the desired translation, select the supported language located below the Login button and the translation will take effect immediately.*



## 3 Familiarizing the Hours of Service Main Screen Tiles

### 3.1 Time Remaining Tile

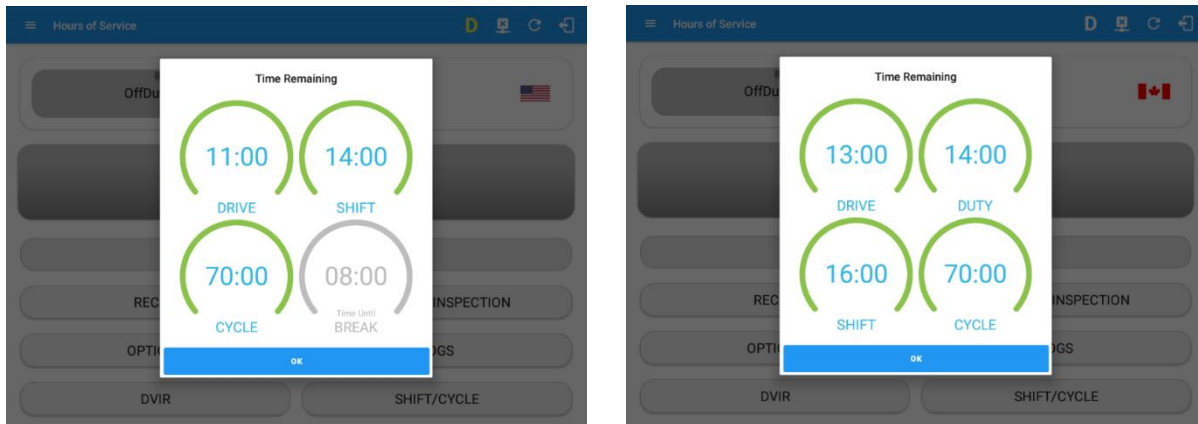
When the time remaining tile displays a **grey** color, it indicates that the driver is Off Duty, Sleeper or Waiting at Well Site; when the tile displays a **green** color, it indicates that the driver's status is Driving or On Duty; when the tile displays an **amber** color, it indicates that the driver's status is Driving or On Duty and has less than 3 hours left; when the tile displays a **red** color, it indicates that the driver's status is Driving or On Duty and has already ran out of time or when in violation.



Tap the time remaining panel to view the Time Remaining Clocks.



**Notes:**

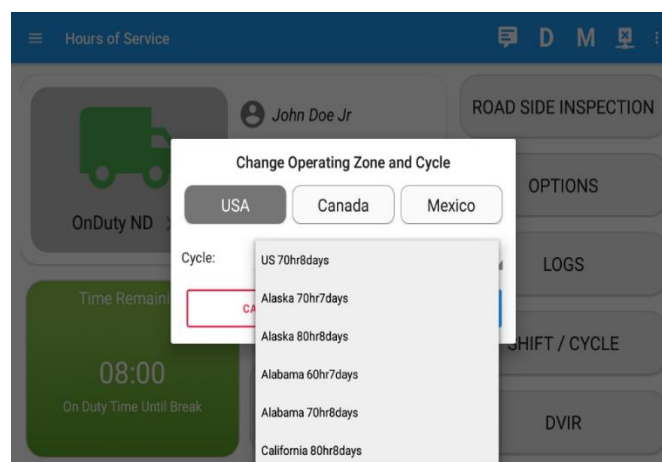
- For Canadian Rules, a 14 hour On Duty limit on time remaining clock is shown.
- For Alberta cycle, only Drive and Duty clocks are shown.



The time remaining clocks are color coded to match the time remaining panel.

### 3.2 Changing the Driver's Ruleset

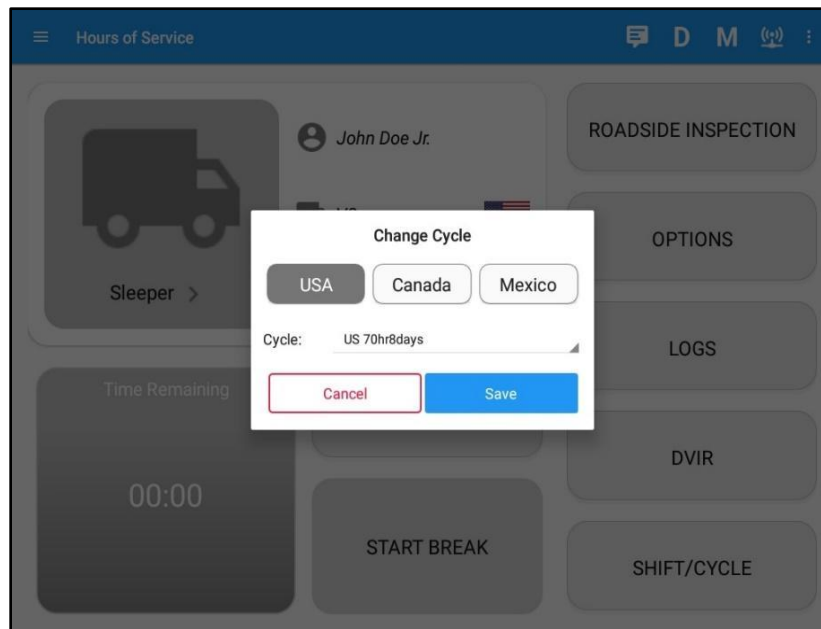
The country flag (US , Canada , or  Mexico) indicates the ruleset the driver is currently using. To change the drivers' ruleset, tap the on the country flag and select the appropriate driver country/ruleset from the dialog.



**Note:** For new drivers, the set default country in the driving rules is based on the Region and Cycle being set on the portal by the Admin.

## Region

This is where you can set the region. The options are USA, Canada, and Mexico. The cycle and exceptions displayed are dependent on which region has been set by the driver.



### **Note:**

- If the region selected is Canada, then the condition “Canada Off-Duty Deferral” is enabled. This means that you can get an extra two hours of driving and on duty in a 24-hour period (day 1) and take the required extra two hours off on the following day (day 2). The Deferral status is shown on the Driver’s Daily Logs.
- A remark will be recorded in Edit Logs screen with a note ‘Cycle changed from \*cycle\* to \*cycle\*’ if region is changed in the **Main Dashboard** screen > **Change Operating Zone and Cycle** dialog.

### Change Operating Zone and Cycle

USA

Canada

Mexico

Cycle: Canada 70hr7days South (Cycle 1)

CANCEL

SAVE

#### Operating Zone Change

Cycle 1 (South)	Operating Zone
Daily Driving	13:00
Daily On Duty	14:00
Daily Min. Off Duty	10:00
Work Shift Driving	13:00
Work Shift On Duty	14:00
Elapsed Work Shift	16:00
Cycle On Duty	70:00

CANCEL

OK

**Warning!**

According to our records you do not meet the necessary qualifications to change your cycle. Changing to a new cycle without going through a full cycle reset may cause hours of service violations.

CANCEL   CHANGE ANYWAY

*The driver could change his cycle, When the ELD detects a change of operating zone, the switch cycle dialog will ask the driver to confirm the new operating zone.*

**Note:** *New operating zone and new duty/driving-hour limitations will be applied according to the operating zone of the driver's current location*

## Cycle

This is where you can set the consecutive multi-day duty period which the driver will follow. Choosing a cycle will take into effect the corresponding legal limitations on the hours that can be used by the driver in a 7-, 8- or 14-day working cycle.

	Start	Status	Location	Note	Duration	Odometer	
1	12:00 AM	OffDuty	1024km SSW Amherstburg, ON		2h 32m	100080km	
2	02:16 AM	Cycle Changed	1024km SSW Amherstburg, ON	Cycle changed from CanS70hr7days to CanN120hr14days		0km	

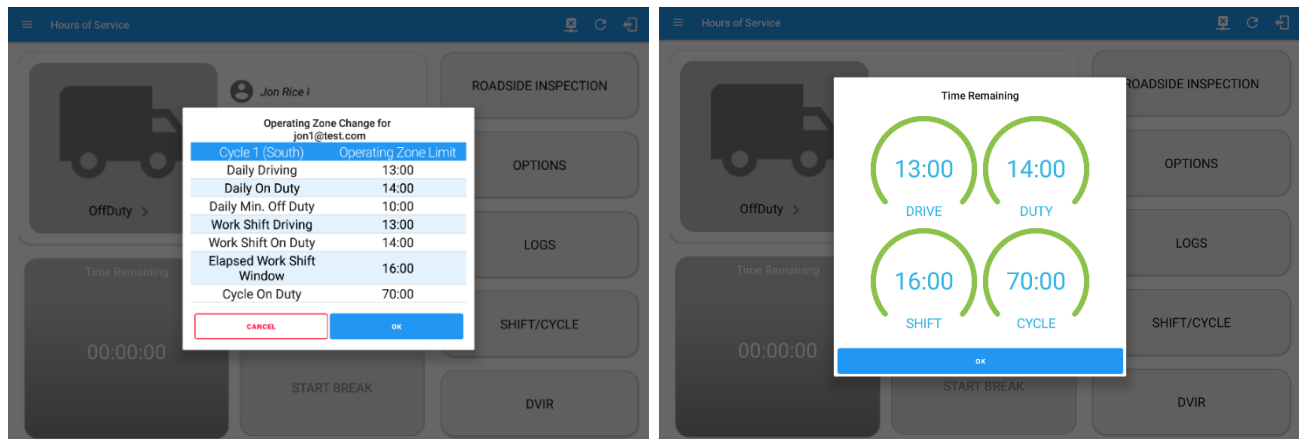
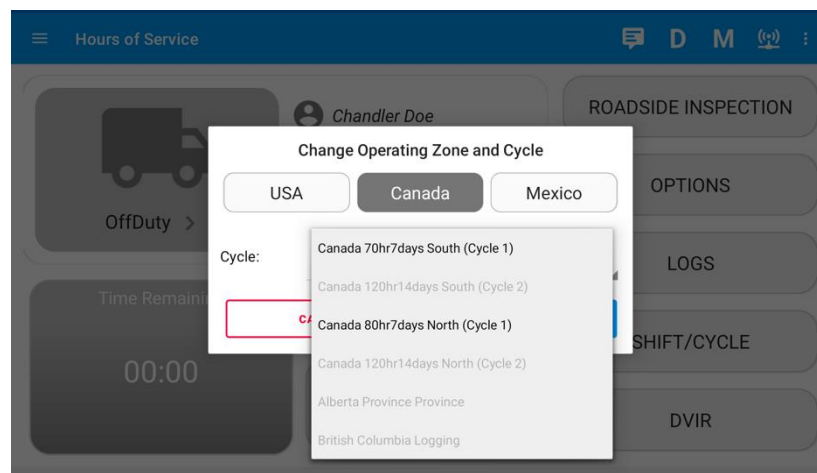
**Note:** Changing driver's cycle event will be recorded in the driver's Daily Log. Navigate to **Logs** > Tap Log chart to View Logs

## For Canada:

If driver wishes to change his cycle:

- From Cycle 1 to Cycle 2: User must accumulate at least 36 hours of off duty hours to change his cycle.
- From Cycle 2 to Cycle 1: User must accumulate at least 72 hours of off duty hours to be able to change his cycle.

Failure to accumulate the minimum hours of off-duty in its corresponding cycle will not allow the driver to change cycle.



*The driver could change his cycle if he met the minimum off-duty time requirement specified in the current HOS regulation. A prompt will appear to confirm if the driver wants to change cycle.*

**Available Cycle Rules Options****Interstate - Federal Rules**

	Cycle	Shift Limit	Drive Limit	Until Break	Break Left
<b>US60hr7days</b>	7 days	14 hours	11 hours	8 hours	30 minutes
<b>US70hr8days</b>	8 days	14 hours	11 hours	8 hours	30 minutes
<b>Alaska70hr7days</b>	7 days	20 hours	15 hours	8 hours	30 minutes
<b>Alaska80hr8days</b>	8 days	20 hours	15 hours	8 hours	30 minutes
<b>California80hr8days</b>	8 days	16 hours	12 hours	N/A	N/A

**Intrastate Cycle Rules**

	Cycle	Shift Limit	Drive Limit	Break Limit
<b>Alabama60hr7days</b>	7 days	15 hours	10 hours	N/A
<b>Alabama 70hr8days</b>	8 days	15 hours	10 hours	N/A
<b>Florida 70hr7days</b>	7 days	16 hours	12 hours	N/A
<b>Florida 80hr8days</b>	8 days	16 hours	12 hours	N/A
<b>Illinois 60hr7days</b>	7 days	14 hours	11 hours	N/A
<b>Illinois 70hr8days</b>	8 days	14 hours	11 hours	N/A
<b>Maryland 70hr7days</b>	7 days	16 hours	12 hours	N/A
<b>Maryland 80hr8days</b>	8 days	16 hours	12 hours	N/A
<b>Massachusetts 60hr7days</b>	8 days	14 hours	11 hours	N/A
<b>Massachusetts 70hr8days</b>	8 days	14 hours	11 hours	N/A
<b>Michigan 60hr7days</b>	7 days	14 hours	11 hours	30 minutes
<b>Michigan 70hr8days</b>	8 days	14 hours	11 hours	30 minutes
<b>Minnesota 60hr7days</b>	7 days	14 hours	11 hours	30 minutes



<b>Minnesota 70hr8days</b>	8 days	14 hours	11 hours	30 minutes
<b>New Hampshire 60hr7days</b>	7 days	14 hours	11 hours	N/A
<b>New Hampshire 70hr8days</b>	8 days	14 hours	11 hours	N/A
<b>New York 60hr7days</b>	7 days	14 hours	11 hours	N/A
<b>New York 70hr8days</b>	8 days	14 hours	11 hours	N/A
<b>North Carolina 70hr7days</b>	7 days	16 hours	12 hours	N/A
<b>North Carolina 80hr8days</b>	8 days	16 hours	12 hours	N/A
<b>North Dakota 70hr7days</b>	7 days	16 hours	12 hours	N/A
<b>Pennsylvania 60hr7days</b>	7 days	14 hours	11 hours	N/A
<b>Pennsylvania 70hr8days</b>	8 days	14 hours	11 hours	N/A
<b>South Carolina 70hr7days</b>	7 days	16 hours	12 hours	N/A
<b>South Carolina 80hr8days</b>	8 days	16 hours	12 hours	N/A
<b>Tennessee 60hr7days</b>	7 days	14 hours	11 hours	N/A
<b>Tennessee 70hr8days</b>	8 days	14 hours	11 hours	N/A
<b>Texas 70hr7days</b>	7 days	15 hours	12 hours	N/A
<b>Wisconsin 70hr7days</b>	70 days	16 hours	12 hours	30 minutes
<b>Wisconsin 80hr8days</b>	80 days	16 hours	12 hours	30 minutes
<b>Vermont 60hr8days</b>	7 days	14 hours	11 hours	N/A
<b>Vermont 70hrs8days</b>	8 days	14 hours	11 hours	N/A
<b>Virginia 70hr7days</b>	7 days	16 hours	12 hours	N/A
<b>Virginia 80hr8days</b>	8 days	16 hours	12 hours	N/A






### Canada Cycle Rules

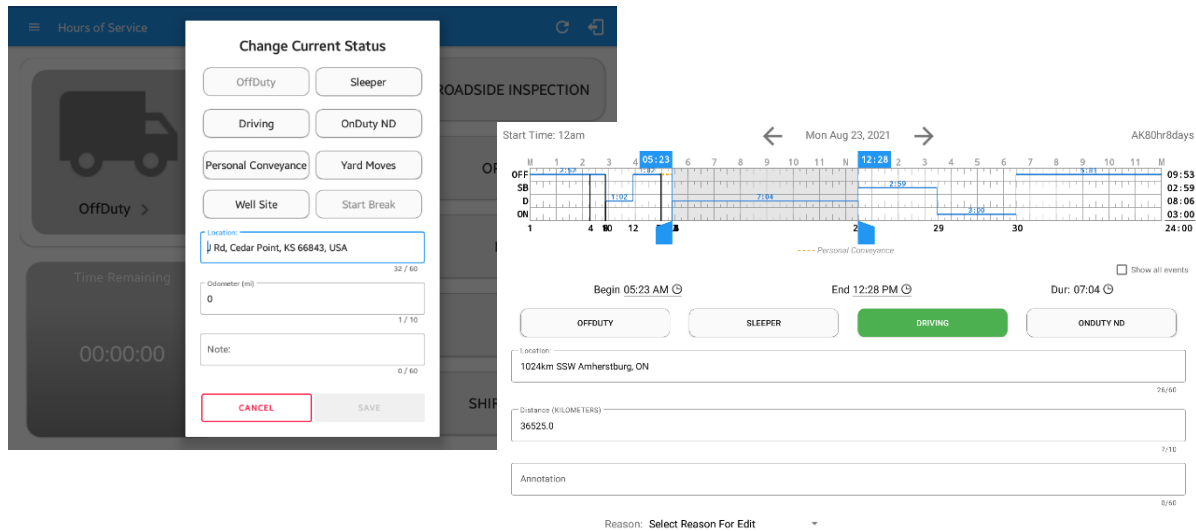
	Cycle	Shift Limit	Drive Limit	Break Limit
<b>Canada 70hr7days South</b>	7 days	16 hours	13 hours	N/A
<b>Canada 120hr14days South</b>	7 days	16 hours	13 hours	N/A
<b>Canada 80hr7days North</b>	7 days	20 hours	15 hours	N/A
<b>Canada 120hr14days North</b>	7 days	20 hours	15 hours	N/A
<b>Alberta Province</b>	N/A	15 hours	13 hours	30 minutes

### 3.3 Changing the Driver's Duty Status

To change the duty status of the driver, tap the Duty Status button and select the appropriate driver duty status.

#### ***Available Duty Status Options***

Duty Status Icon	Duty Status	Duty Status Icon	Duty Status
	Off Duty		On Duty
	Sleeper Berth		Waiting at Site
	Driving		



### Notes:

- A static notification on screen is visible when driver is currently in Personal Conveyance or Yard Moves.
- When changing status to Personal Conveyance or Yard Moves, it is required to fill in the notes field.
- Attempt to create or edit an event such as Off Duty, On Duty, Sleeper Berth in the middle of an automatic Driving event is not allowed, instead an error dialog is displayed stating "Error: Shortening of prior driving event is not allowed. Select a time before or after the driving event."

Tapping the duty status button will show the **Change Current Status** pop up dialog. While updating event in Edit Logs screen, you can adjust the duration of the duty status event by tapping the Previous 15 minutes Time Interval button to increase the time duration and the Next 15 minutes Time Interval button to decrease the time duration. However, these buttons are disabled prevent time from going before or after the current day. (eg. 12:00AM – 11:59PM).

If Personal Conveyance is enabled, the status will be set to Off Duty automatically and will disable the other checkboxes. Selection of this option will be recorded within the events history. Events except Off Duty will not be displayed in the grid but is displayed in the event history list. Off duty will always be the display in the grid and when the driver makes an automatic driving event, lock screen will also be shown. *Attempting to add an event during Personal Conveyance will prompt the "Disable Personal Conveyance" confirmation dialog*

If Yard Moves is enabled, the status will be set to On Duty automatically and will disable the other checkboxes. Selection of this option will be recorded within the events history. Events except On Duty will not be displayed in the grid but is displayed in the event history list. On Duty will always be the display in the grid and when the driver makes an automatic driving event, lock screen will also be shown.

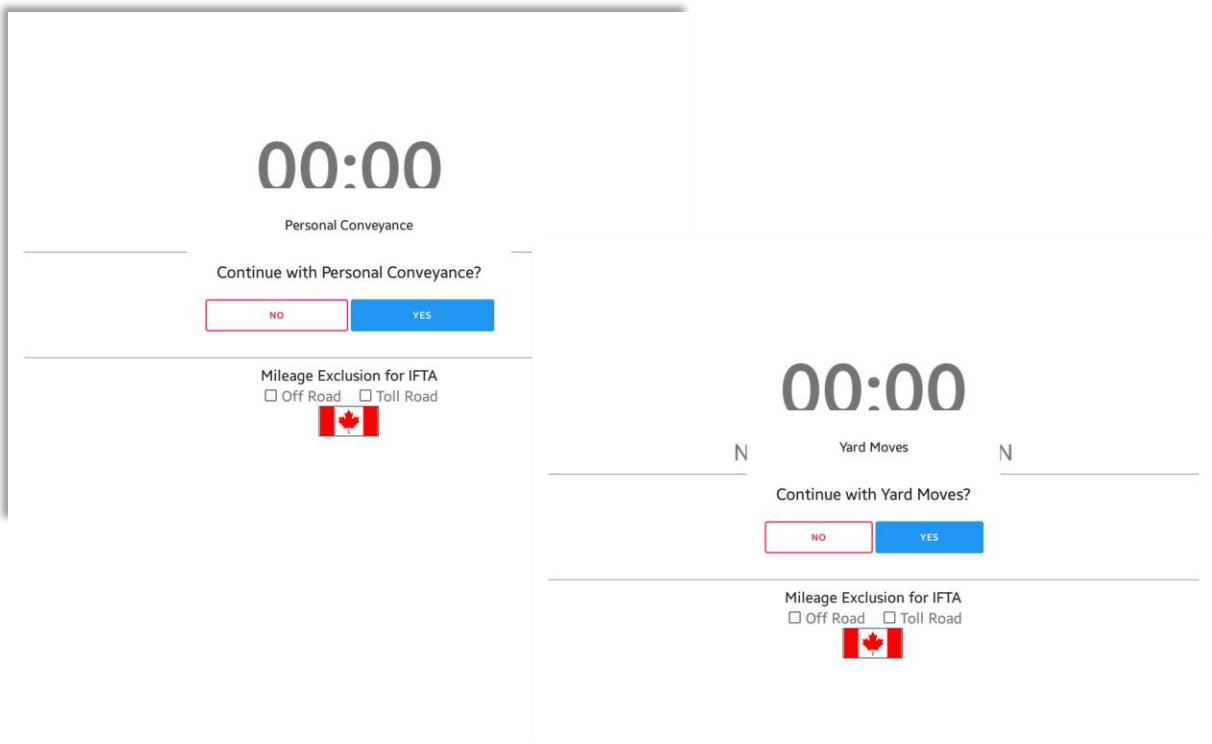
When the app is able to obtain a valid GPS fix, the **Location** field will be automatically populated with the current location information of the user. If there is no GPS fix, the **Location** field will remain blank, in this instance; you must manually input the relevant details. Location is a required field and must contain at least 5 characters upon adding or editing an event.

Location records as street address for driver whose vehicle used is in ELD mode, location records the closest city with less than 5,000 population in all driver statuses event except for Personal Conveyance event. Personal Conveyance event records the closest city with more than 5,000 population.

Once all relevant details have been entered and the correct duty status selected, tap the **OK** button to save the new duty status event. You can also select the **Cancel** button to cancel adding the selected duty status.

Changing the status to On Duty or Driving also enables the options for '**Personal Conveyance**' and 'Off Road'. When a vehicle is turned off in Personal Conveyance (PC), the driver will be asked if he or she would like to stay in PC once the vehicle is started again. If no choice is made to continue in PC, the app will automatically transition into Driving. **Off Road**, on the other hand, means that the vehicle is running on rough terrain. Lastly, **Yard Moves**, has been established under a mandate which allows driver or personnel to perform duties like moving trucks around the home yard by establishing a single set of thresholds for all ELDs in an On Duty not Driving status without triggering the device by reaching the thresholds.

### 3.3 Yard Moves and Personal Conveyance



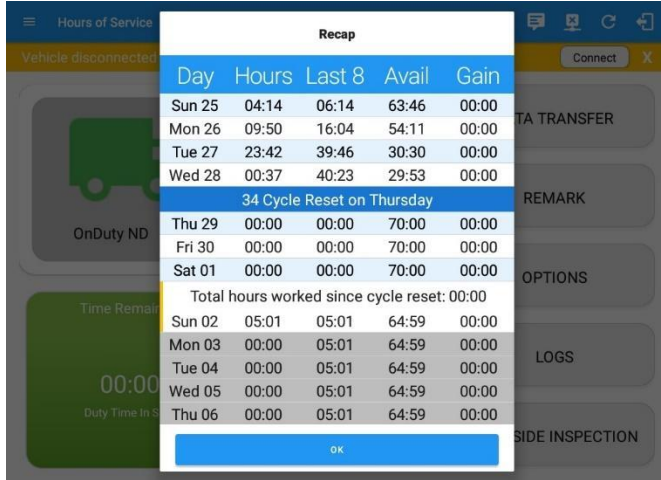
Whenever the driver's status is in Yard Moves or Personal Conveyance and the ELD detects that the engine is turned off, a confirmation dialog to continue Personal Conveyance or Yard Moves will be displayed after it detects that the engine is turned on again.

The ELD will monitor the cumulative distance driven for Personal Conveyance throughout the day, but the accumulated vehicle distance will exclude the distance driven with respect to the driver's personal use of the vehicle.

**Notes:**

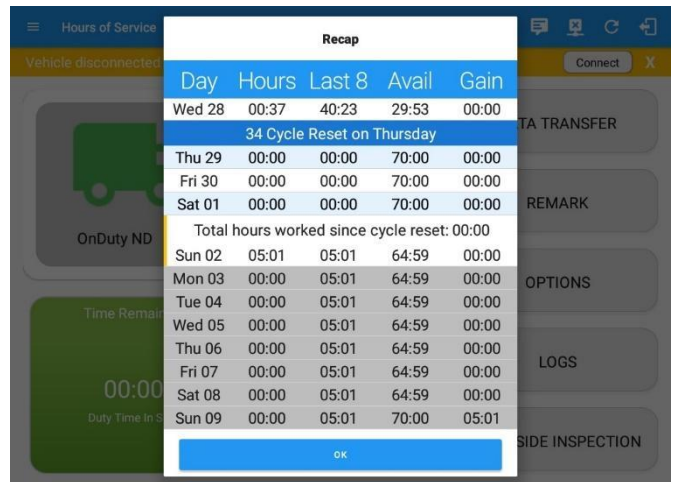
- *During a Personal Conveyance status in Canada Cycle, no locations will be recorded. But the status will change to Driving if the driver has accumulated more than 75km distance during the time he's in Personal Conveyance.*
- *During a Yard Moves status in Canada Cycle, the status will change to Driving if CMV exceeds a speed of 32 km/h*
- *On both cycles, the driver is not allowed to enter or end Yard Moves or Personal Conveyance duty status when the ELD detects that there is no ECU connection.*

### 3.5 Recap



Tap the Recap button to bring up the recap information for the specified duty day and corresponding cycle data.

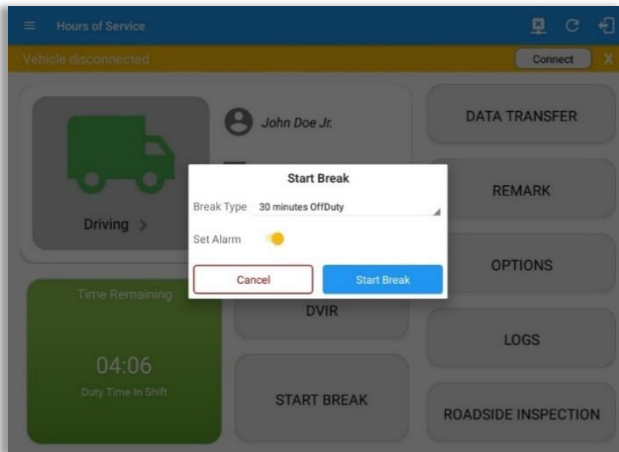
**Note:** For Alberta cycle, Avail and Gain is not available as Alberta does not have a cycle.



### 3.6 Start Break

The **Start Break** button will be disabled when the duty status is **Off Duty**, **Sleeper Berth** or **Waiting at Well Site**.

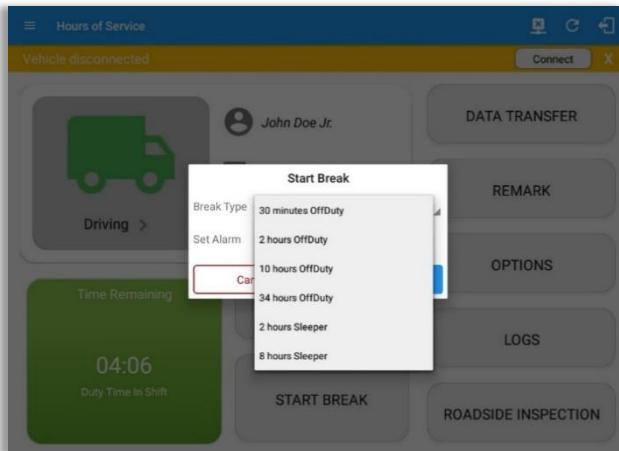
The **Start Break** button will be enabled when the duty status is **On Duty** or **Driving**.



Once you tap the **Start Break** button, a pop-up dialog will be displayed with the following options:

**Break Type:** (30 minutes OffDuty by default) Select from the dropdown list how long you would like your break to be.

**Set Alarm:** (Enabled by default) Toggle button to disable or enable. If enabled, an audio alarm is played when break is over. If disabled, no audio alarm when break is over.



#### **Break Type Options:**

##### **- USA Cycle**

OffDuty Breaks:

*15 minutes, 30 minutes, 45 minutes, 1 hour, 2 hours, 3 hours, 7 hours, 10 hours, 34 hours*

Sleeper Breaks:

*2 hours, 3 hours, 7 hours, 8 hours, 10 hours*

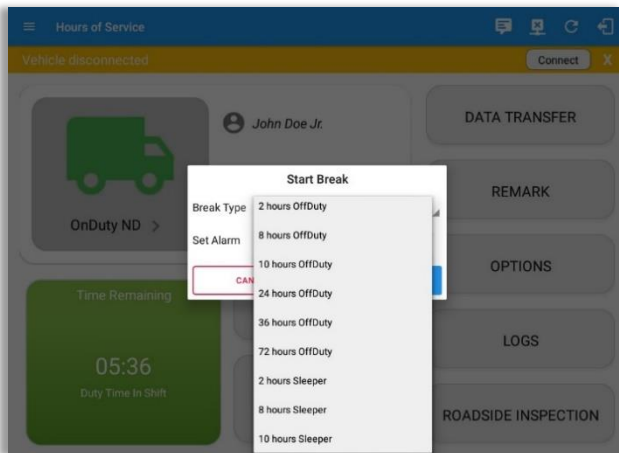
##### **- Canada Cycle**

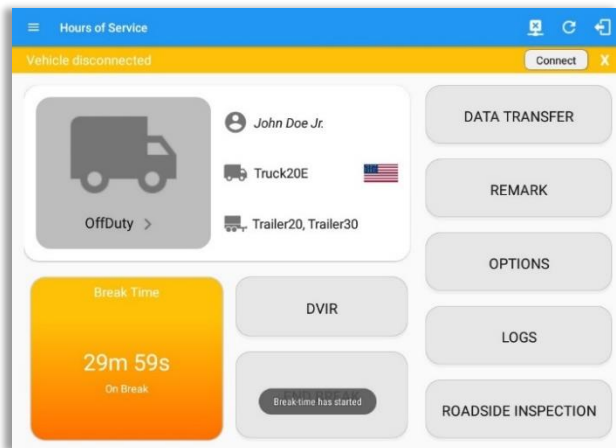
Off Duty Breaks:

*10 minutes, 15 minutes, 30 minutes, 45 minutes, 1 hour, 2 hours, 8 hours, 10 hours, 24 hours, 36 hours, 72 hours*

Sleeper Breaks:

*2 hours, 8 hours, 10 hours*

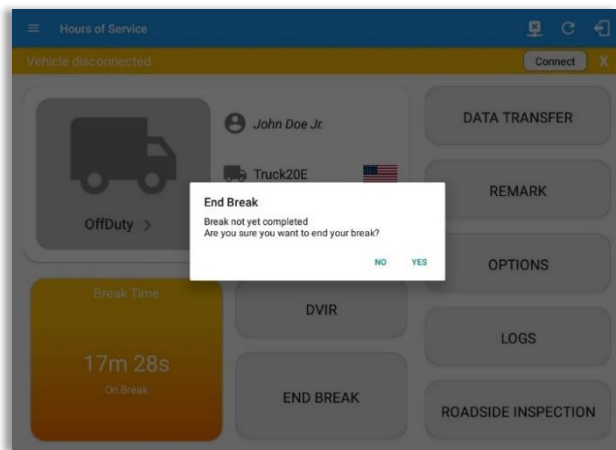




If **Start Break** button is being tapped, then:

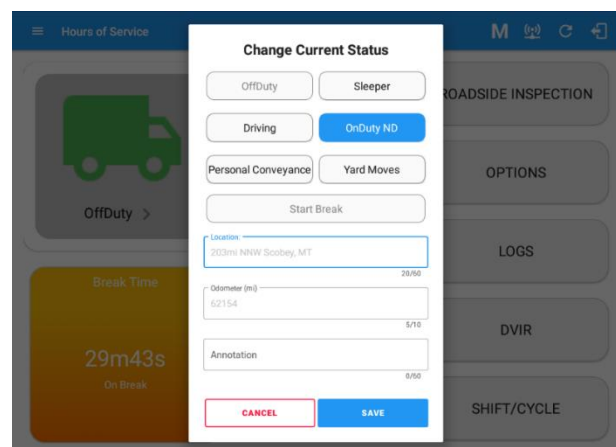
- It sets the status to OffDuty/Sleeper (depending on the break type selected)
- The 'Start Break' button turns to 'End Break'.
- The Time Remaining button turns to On Break.

**Note:** Start Break button is also available within the Change Status dialog on main dashboard screen.



If **End Break** button is being tapped, then:

It set status 'Driving' (if the vehicle is moving) and driver can set status manually (if the vehicle is not moving).



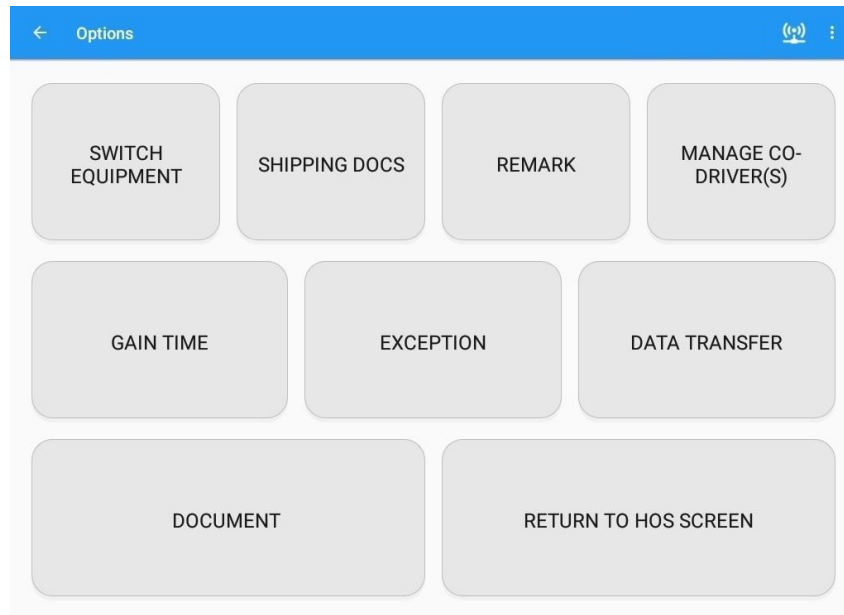
*When driver is in USA ruleset, app allows the driver to take a 30-minute rest break in any duty status other than "Driving". If a driver has not accumulated 8 consecutive hours of drive time since their last 10-hour rest, they are not in violation if they drive after 8 hours of on duty. Otherwise, the driver will commit a 30-minute break violation. For Canada ruleset, a 30-minute break is not required.*

*The qualifying of 30-minutes rest can be a combination of any duty status other than*



### 3.7 Options

Selecting the **Options** button from the **HOS Main Screen** will display the **Options** module:



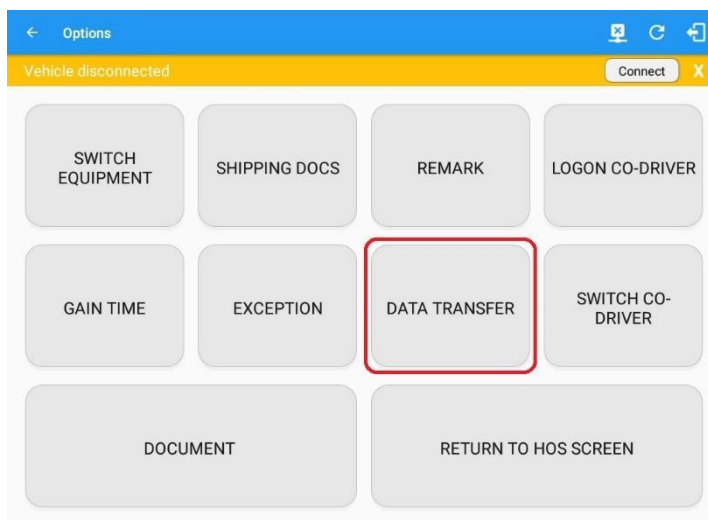
The button layout inside the Options screen can be customized through the **Portal > Settings > Button Editor** page. The Button Editor page in the portal allows the admin to configure how the buttons appear on the applications. Buttons can be rearranged and renamed.

The functions within the Options module will be covered in more detail throughout this document.

### 3.8 Data Transfer

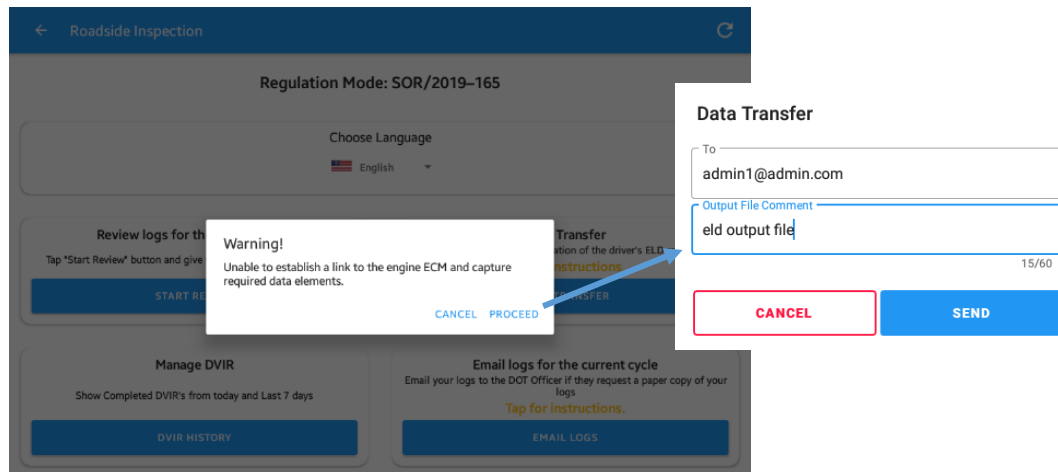
Selecting the **Data Transfer** button from the **Options Screen** will display the list of supported data transfer options.

The ELD provides a standardized single-step compilation for the driver's ELD records and initiation of the data transfer to authorized safety officials when requested during a roadside inspection.

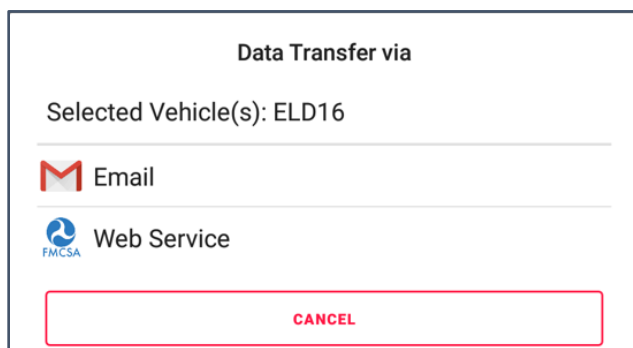


Tap the **Data Transfer** button to transfer data of the compilation of the driver's ELD records. Once tapped, a selection of the supported data transfer options by the ELD will prompt to the user.

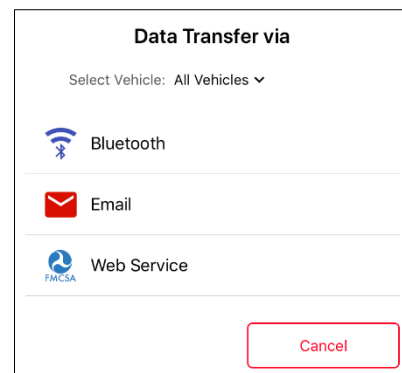
For Canada cycle, a warning dialog stating "Unable to establish ECM and capture required data elements" will be displayed with **Cancel** and **Proceed** buttons when the ELD detects no VBUS connection. If **Proceed** button is tapped, a dialog will show-up and will allow the inspector to input the email address of the recipient of the file. If **Cancel** button is tapped, the warning dialog will be dismissed.



Meanwhile, when the cycle is in USA, available data transfer options for iOS app are Bluetooth, Email and Web Service only.



**Android app** Data Transfer options



**iOS app** Data Transfer options

- **Select Vehicle** - this option enables the ELD to produce a data file or a series of data files of ELD records for a subset of its vehicles used by the driver.

Tap the **Select Vehicle** menu to show the list of vehicles used by the driver.

The 'All Vehicles' option will only display on the list when the driver has already driven multiple vehicles for the day.

For **Android app**, list of vehicle/s are displayed in checkboxes. After selection of vehicle(s), it will then prompt the Data Transfer dialog to select data transfer options: Bluetooth, USB, Email or Web Service.

Select Vehicle(s) You wish to transfer

All Vehicles

TRKE1

TRKA1

Truck800E

CANCEL PROCEED

For **iOS app**, list of vehicle/s are displayed in checkboxes. The app allows to select specific vehicle(s) to be included in ELD output file. The list of vehicles displayed are the vehicles that the driver used within the current cycle.

Select or deselect vehicle or vehicles by tapping the checkbox button. Tap OK button to save selection.

- **Transfer via Bluetooth Tethering** (iOS only) - this option enables the user to transfer files through Bluetooth tethering. The ELD prompts for an output file comment which the driver may enter (optional).

Select Vehicle:

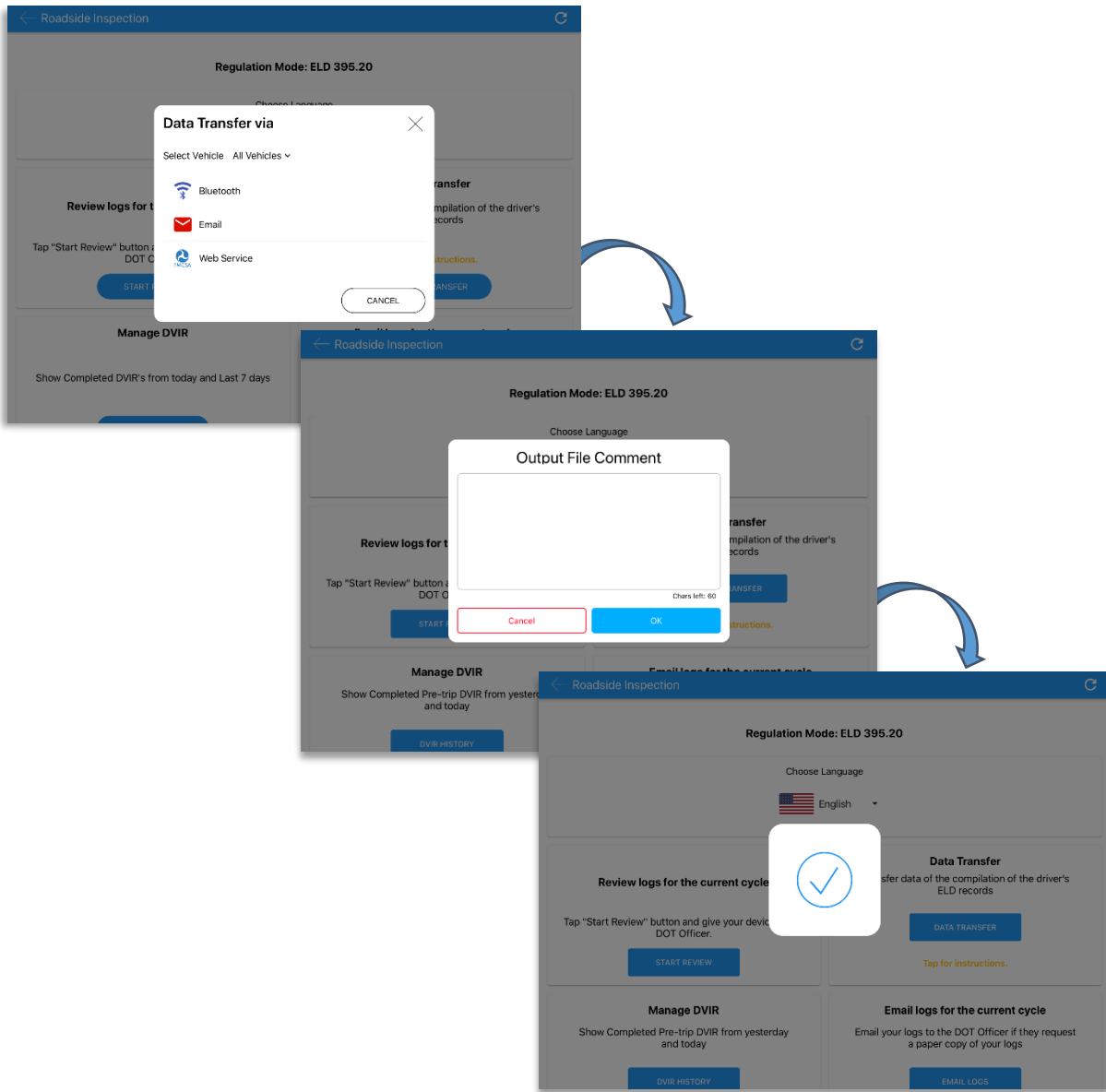
All Vehicles

Truck900

Truck600

Truck400

OK



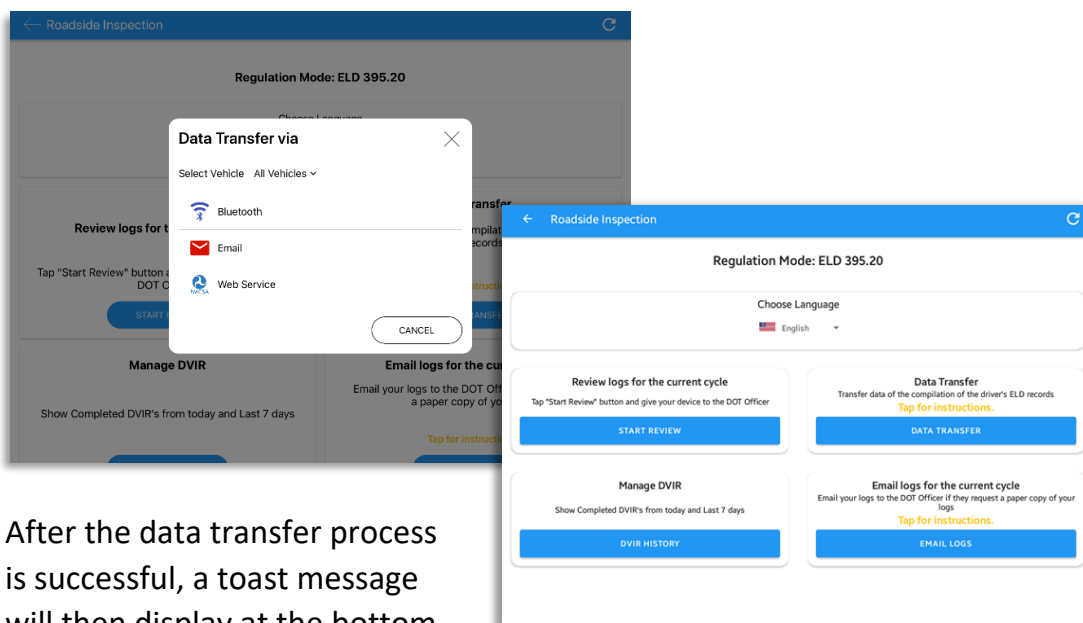
*After the data transfer process is successful, a checkmark will display.*

- **Transfer via Email** - this option enables the user to transfer files through email. The ELD output file transferred is encrypted using AES-256 in FIPS Publication 197. Before sending, the ELD prompts for an output file comment which the inspector may enter (optional).

After the data transfer process is successful, a toast message will then display at the bottom stating that 'ELD Output File Transferred'.

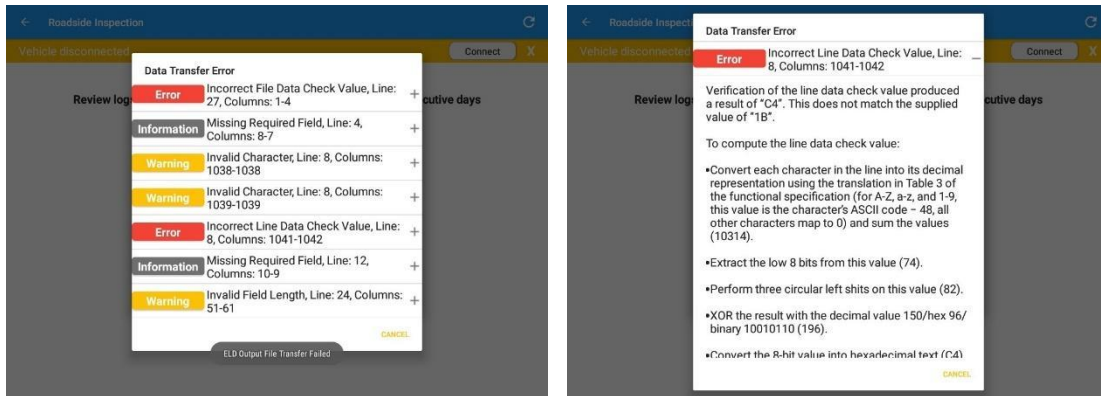
**Note:** Data transfer via email is sent to [fmcsaeldsub@dot.gov](mailto:fmcsaeldsub@dot.gov).

- **Transfer via Web Service** - this option enables the user to submit ELD output files, and verify that the ELD's certificate, ELD Identifier, and Registration ID are still valid.



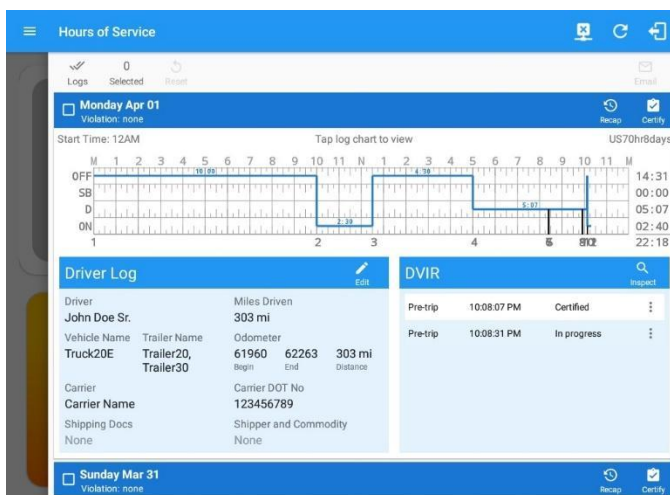
After the data transfer process is successful, a toast message will then display at the bottom stating that 'ELD Output File Transferred'.

However, if data transfer is not successful, a toast message will then display at the bottom stating that 'ELD Output File Transfer Failed' with corresponding data transfer error messages.



### 3.9 Logs

Selecting the **Logs** button from the **HOS Main Screen** will display the current day's log and provide the ability to navigate backwards to view the previous logs:

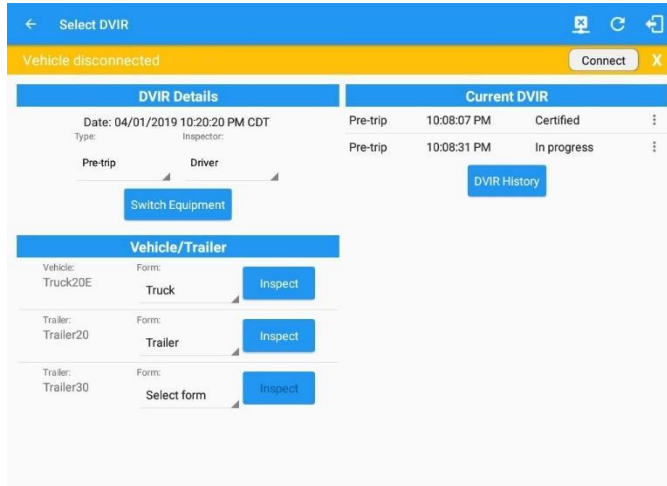


Scroll the screen to view all the information or tap the log grid to view the log events.

In the **Logs Drawer > DVIR section**, all the DVIR Inspection made will be displayed under its respective log date. All vehicles inspected on that day will also be listed.

### 3.10 DVIR

Selecting the **DVIR** button from the **HOS Main Screen** will display the Select DVIR screen:

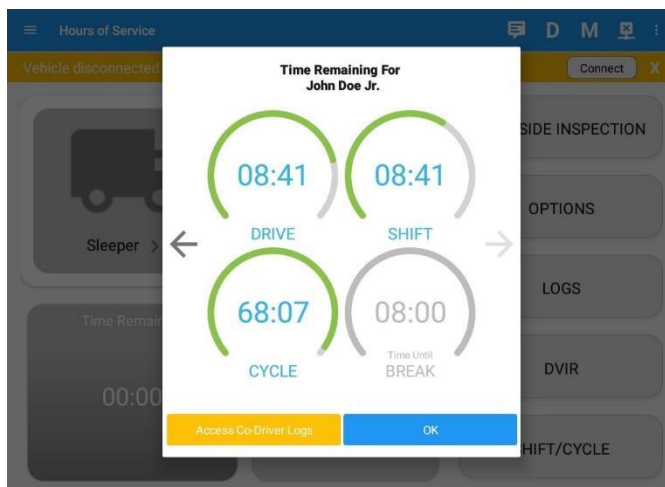


- DVIR can be created to suit the vehicle types, all DVIRs will be displayed on this screen.
- DVIR History can be viewed by tapping the DVIR History button in the DVIR screen. (See section 5.4 for detailed DVIR instructions)

**Note:** When switching the vehicles, the equipment will be displayed along with their associated forms. Changing the forms used will pop up a message dialog stating, “Are you sure you want to use a different form?” with a ‘YES’ or ‘NO’ button. For DVIR form set as default on a vehicle, form cannot be changed into another form. Inspect button is disabled when no DVIR form is associated to the current equipment used.

### 3.11 Shift/Cycle

Selecting the Shift/Cycle button from the HOS Main Screen will display the total work hours of the driver’s current work shift and the total working hours that the driver can legally accumulate over a certain cycle or a consecutive multi-day period:



**Note:** For team driving, Time Remaining clock for co-drivers is also shown. Tap on arrow left or arrow right to navigate to co-driver’s time remaining clocks.



### 3.12 Split Off/SB Pairing

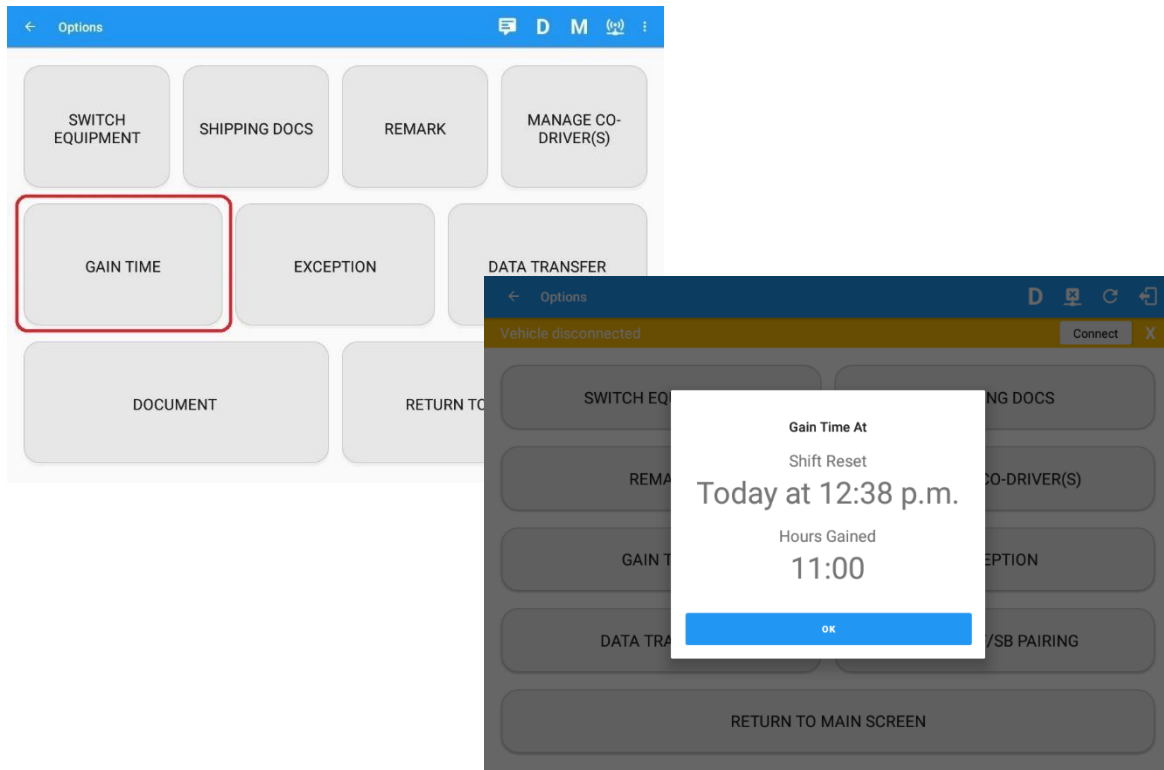
Enabling the Split Off/SB Pairing enables the ` Berth rule. The Split Sleeper Berth allows a driver to extend an on-duty shift by splitting the required 10 consecutive hours of off-duty time into two shifts.

A confirmation dialog will pop after tapping the Split Off/SB Pairing button.

A "SB/OFF Duty Pairing Enabled" event will be added into the driver's logs enabling the Split Off/SB Pairing successfully and "SB/OFF Duty Pairing Disabled" after disabling Split Off/SB Pairing


Start	Status	Location	Note	Duration	Odometer
12:00 AM	Off-duty	8388mi NNW Houston, ME		02m	49mi
12:02 AM	SB/OFF Duty Pairing Enabled	8678mi NNW Eastport, ME	SB/OFF Duty Pairing Enabled		0mi

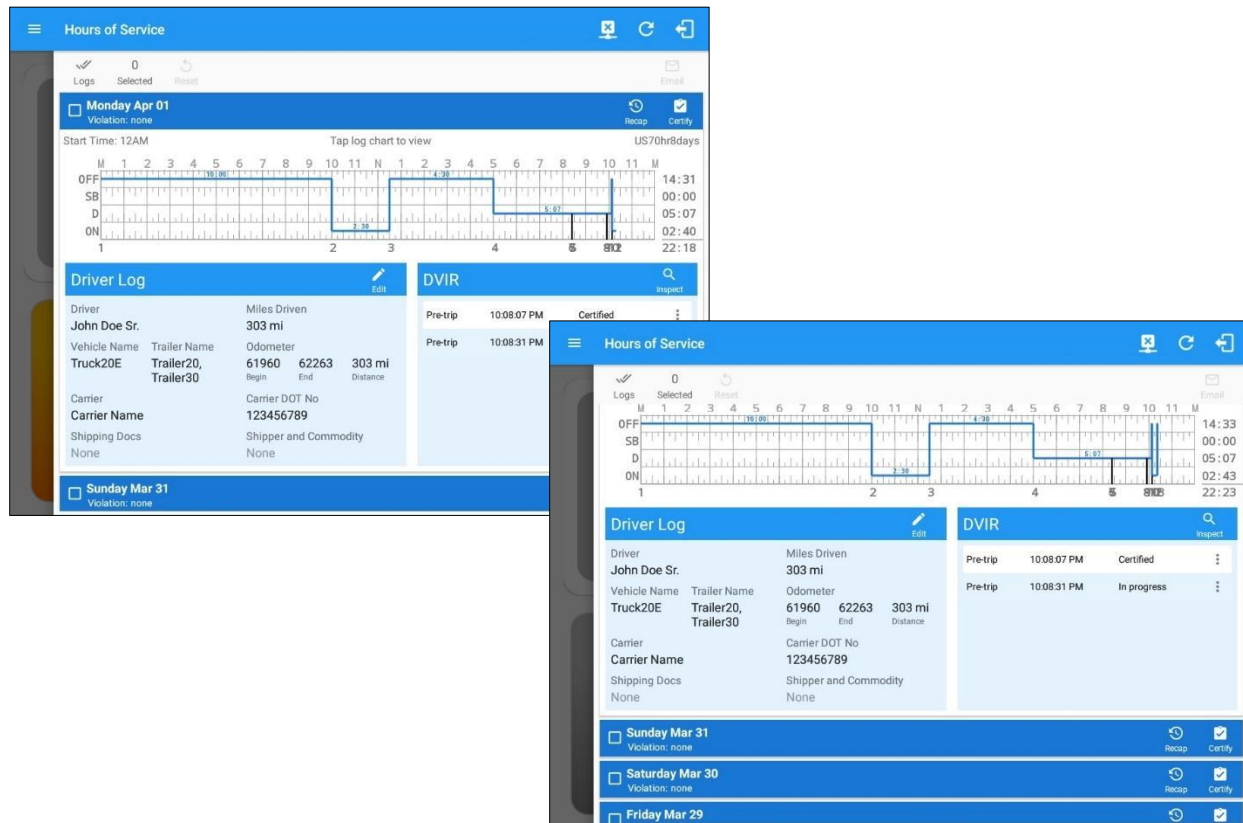
## 4 Check Driver Availability



From the **Hours of Service Main Screen**, tap the **Options** button and then tap the **Gain Time** button, this will then display a date & time of when the driver will gain his/her maximum hours.

## 5 Driver Logs

The **Driver Logs** allows you to view and update the electronic recording of your duty status events in the Hours of Service app's online driver logs. This is where you also add shipment data (by clicking the edit icon ), send the certified logs to its intended recipients, and manage other driving duty information.



Scroll the screen to view all the information or tap the log grid to view the log events. The daily log for the current day will be in expanded view by default. The daily driver logs for the previous days will be in collapsed view.

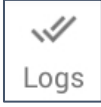


To expand or collapse a daily log, tap the **Collapsible Menu**:



**Cycles** and the **Start Hour** time used are also shown in the Log, it is found on the upper right corner just above the **Grid Chart**.

## 5.1 Using the Driver Logs Bulk/ Multiple Selection Functions

The first part of the Driver Logs user interface are the functions / actions available for bulk selecting certified logs. These buttons will allow you to perform certain actions upon bulk selecting certified logs.

Function icon	Function	Description
	Selection Button	Tap the button to select all certified logs
	Selected Logs Counter	This shows the number of selected certified driver logs
	Reset Button	This clears/deselects all the selected driver logs

## 5.2 The Driver Logs Accordion Header Features

To expand or collapse a daily log, tap the Driver Logs Accordion/Collapsible Menu Header:



**Note:** Driver Logs title shows the full-time range when the **Start Hour** time is not 12 AM or zero. You can change the Start Hour of Day time by going to Settings > HOS Preferences.

### 5.2.1 Daily Driver's Log Entry Check-box (Uncertified Log)

Tap the check-box to certify the selected daily log:



### 5.2.2 Daily Driver's Log Entry Check-box (Already Certified)

Tap the check-box to un-certify the selected daily log:



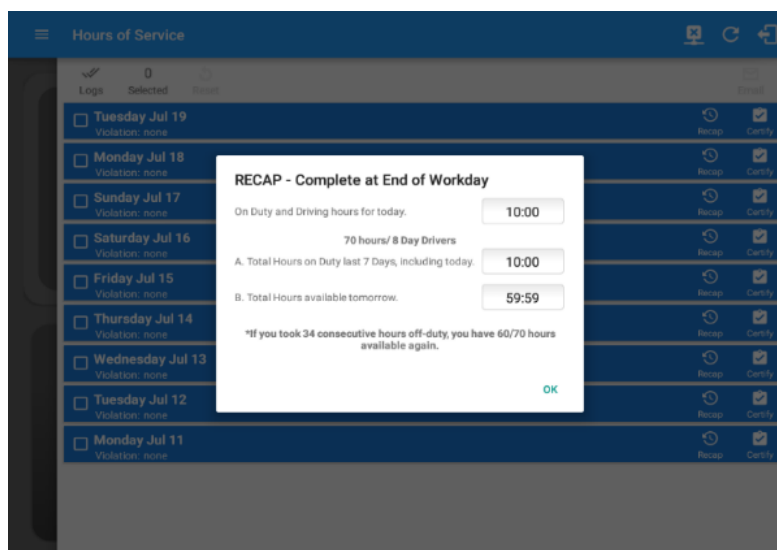
### 5.2.3 Daily Driver's Title Log (Recertify Log)



When a certified log has been edited in the portal, it prompts the driver to either accept or reject the proposed changes through the “Edit Suggestions” dialog. Once the driver accepts an edit request, it will display a note on the daily driver’s title log stating “**Recertify**”, which indicates the log needs to be certified again to include the records changes.

### 5.2.4 Recap

Tap the Recap button to bring up the recap information and corresponding cycle data for the specified duty day



Tapping the **Recap** button will display a complete recap for the end of the workday including:

On Duty & Driving Hours, - Total hours on duty last 7 days (including current day), - Total hours available tomorrow, - Total hours On Duty last 8 days (including current day)

## 5.2.5 Daily Drivers Log Grid

The screenshot shows the 'Hours of Service' app interface. At the top, it displays 'Friday May 15' with a 'Violation: none' status. Below this is a grid chart showing the driver's status over time. The grid has columns for hours (1-11) and rows for status (OFF, SB, D, ON). A table below the grid lists specific events:

Start	Status	Location	Note	Duration	Odometer
17 02:44:01 pm	Power Off	13777km N Quidi Vidi, NL	Automatic Transition		62146mi
18 02:44:01 pm	Miss Diag	13777km N Quidi Vidi, NL	Missing: VIN		62146mi
19 02:50:58 pm	OnDuty ND	13777km N Quidi Vidi, NL		2h 00m36s	62146mi

Below the table, there are footnotes: '\*Edited entries' and '+Inactive: IC=Changed, ICR=Change Requested, ICJ= Change Rejected'. A 'Show all events' checkbox is also visible.

Tap the driver's log grid to view the log events and edit the log. Scroll up/down the screen to view the Daily Driver's Form. This is where you can view the other required information that must appear in the driver's daily log. In addition, not all of the events statuses are displayed on the grid chart.

Personal Conveyance and Yard Moves are also displayed on the grid chart as an Amber color line to be visually different with the other event statuses, a **dashed line** represents the Personal Conveyance event, and a **dotted line** represents the Yard Moves event. The legends for Personal Conveyance and Yard Moves event will only display when the said events occurred.

On grid chart regardless of the events, when VBUS Devices is connected, the proceeding grid line will be in **thick line**. If disconnected from VBUS Device, the proceeding grid line will be in **thin line**. The small black dot indicates at which point VBUS connection or disconnection occurs. This grid line changes are only for drivers whose using an app version from 1905.190430 up to the latest app versions.

**Note:** When 'Show all events' check box is unticked, the following events are hidden: Diagnostic/Malfunction clears, Vbus Connect/Disconnect, Authenticate/Unauthenticate, Dvir Not performed/ Dvir Completed, Log certified remark, Start of day Odometer remark, and Toll road start/stop.

To be able to display the seconds of the time on the grid chart, Go to **Settings > Hours of Service > Other**, enable the **Display Time with Seconds option**

## 5.2.6 Edit Daily Drivers Log Form



Tap the **Edit** button to open the **Driver Log Form**. From here, you can update the other required information that must appear in the driver's daily log (as listed below).

The following information can be viewed / amended within the **Daily Drivers Log Grid**:

### Driver Information

- a) **Driver Name** – displays the name of the driver.
- b) **Vehicle Information**
  - Vehicle Name – displays the name of the current Vehicle of the driver.
  - Trailer Name – displays the name of the current Trailer of the driver.
  - Switch Equipment – tap this button to launch the Switch Equipment dialog to select another Vehicle or Trailer names.
  - Carrier – displays the name of the Carrier. Driver can change their carrier (for driver who drives for more than one fleet or DOT number) if they are allowed to

do so. This permission can be enabled in **Portal > Settings > Driver Management > Enable 'can change carrier'** option.

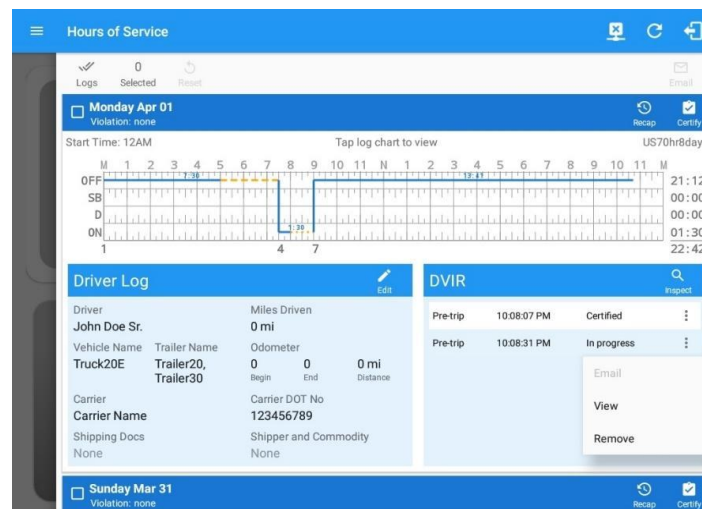
- Carrier DOT Number – a non-editable field which displays the Carrier DOT Number.

### c) **Shipping Information**

- Shipping docs – displays the bill of lading or manifest number entered by the driver.
- Shipper & Commodity – displays the shipper name and the type of commodity which the shipment contains.

**NOTE:** Shipping information can be reset daily depending on the Account Property set **hos.shippinginfo.dailyreset** to true.

## 5.2.7 DVIR



This is where you can view a list of the DVIRs conducted during the selected working day. Tap the icon to open the pane for the email and view options.

Tap the **Email** button to send the completed DVIR.

Tap the **View** button to view the DVIR.

Tap the **Remove** button to remove the DVIR.

#### **Notes:**

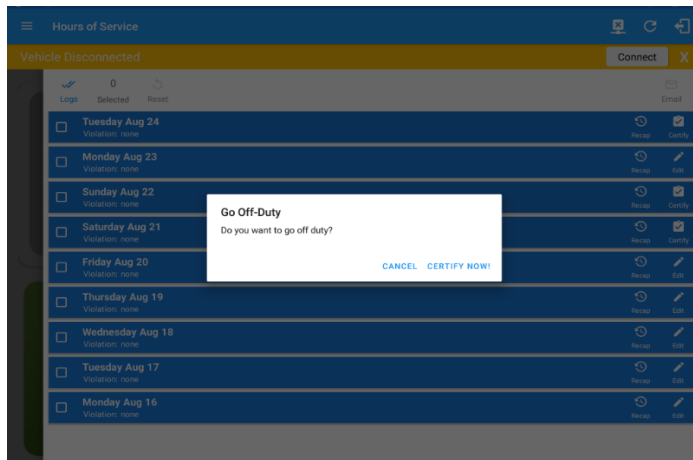
*Email button will only be enabled if the DVIR Log is already certified.*

*Certified logs cannot be removed (unless uncertified).*



### 5.2.8 Certify a Log

Tap the **Certify** button to certify the selected daily log. If the current status is **Driving**, a pop-up dialog will open, and you will be asked to confirm changing the status to Off Duty:



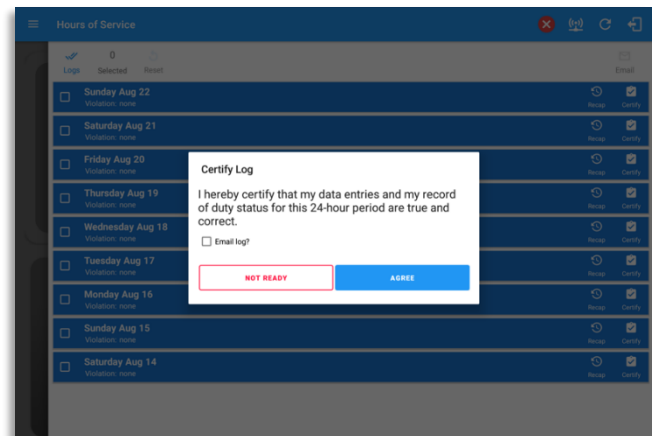
Tap the **Certify Now** button to confirm you wish to go **Off Duty**.

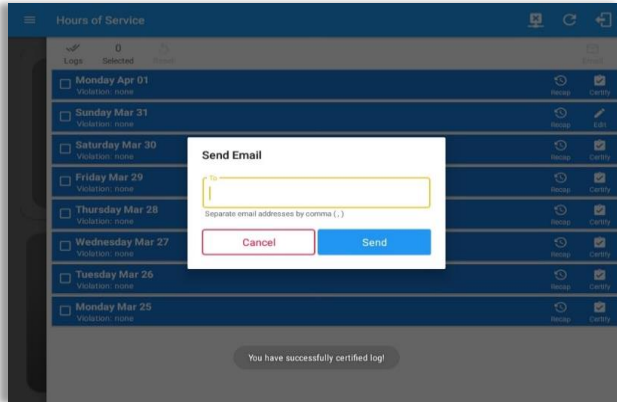
Tap the **Cancel** button to cancel changing the status.

Tap to check **Email log?** option if you wish to email the certified log to a recipient. Leave it unchecked to continue certifying the log without emailing it.

Tap the **Agree** button to confirm certifying a daily log.

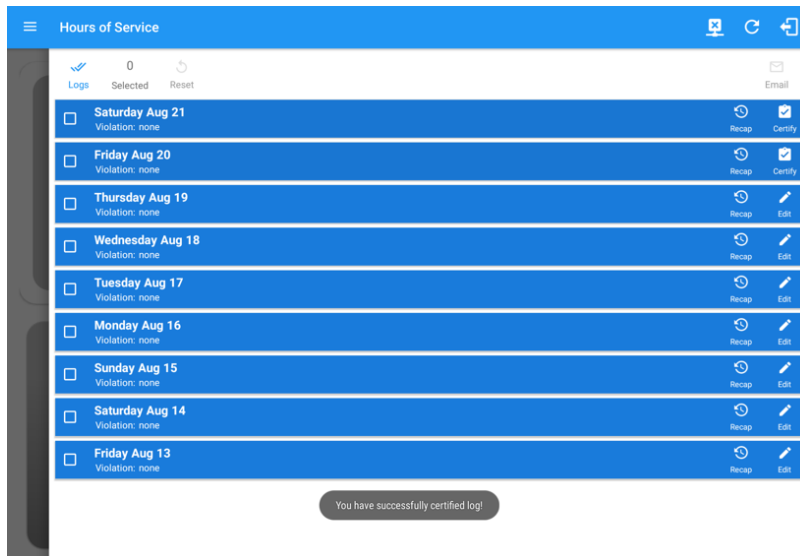
Tap the **Not Ready** button to cancel certifying a log.



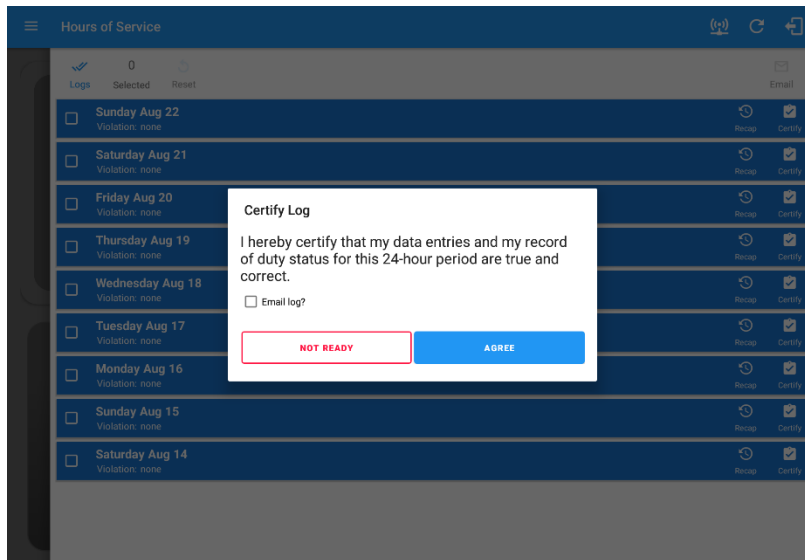


Tap **Send** button after successfully entering email recipient(s) for the certified log. Separate by comma for more than one (1) recipient.

**Note:** Email sender is dependent on what is set on Account Settings > Account controls > App Controls > Email Sender.

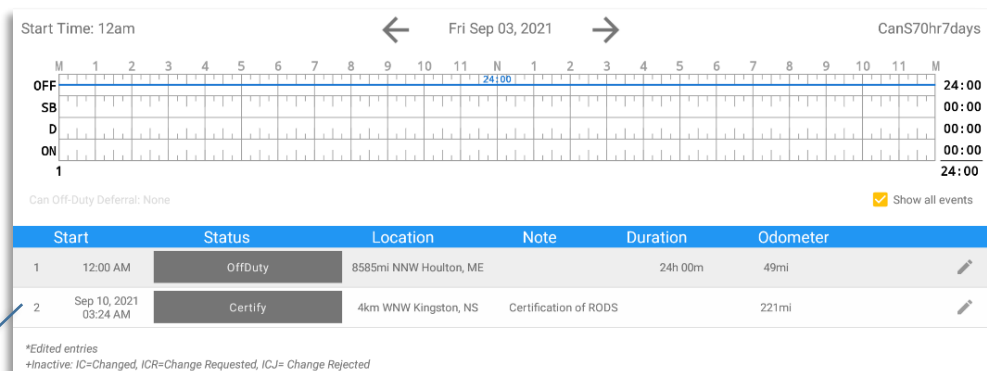


'Email successfully sent' toast message will display below the screen once emailing of certified log is successful.



If the driver did not certify all the daily logs, the ELD will prompt the driver regarding uncertified logs upon logging in and logging out to the app along with the option to certify the relevant days.

**Note:** During log certification, if the PDF upload fails, a copy of PDF file is saved into the PDF Archived folder under the App directory: Internal storage/ [App Name Folder]/PDF Archived/Certified Logs. This can be obtained manually if user reaches to more than two retries of failed upload.



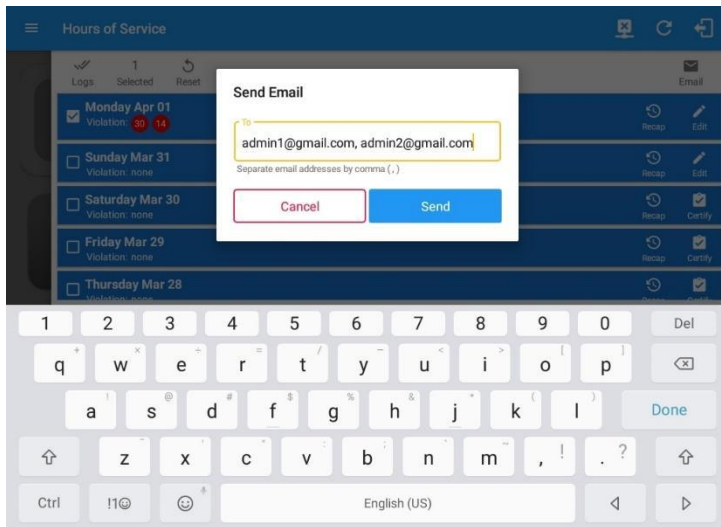
The Start column states the date and time the log was certified

Recording of certification (recertification) events is displayed on the day that is being certified, not on the day the certification was done by the driver. This feature is only available on Canada cycle only.

### 5.2.9 Email a Log

When driver need to email a certified logs PDF to the back office, the driver can send directly from the **Mobile App** used (e.g Gmail app for Android) or have the HOS **Server** send the email instead of sending it directly from the mobile device.

#### Email Log via Server

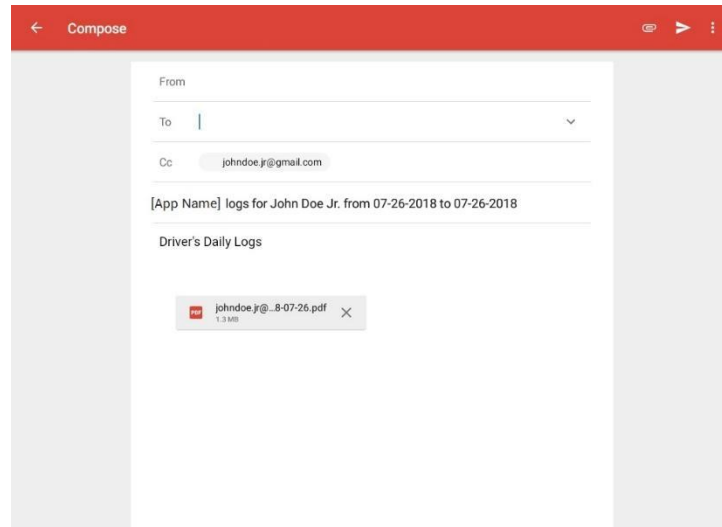


A Send Email dialog will display when driver enabled the '**Email log?**' checkbox option on the prompt to send certified log.

Enter the email address for the recipient. If the recipient is more than one, separate email addresses by comma. Tap **Send** button to send the certified log PDF.

**Note:** To send certified log PDF via HOS Sever, set the Email sender option to Server in the **Portal > Account Settings (under App Controls) > Email Sender**.

## **Email Log via Mobile App**



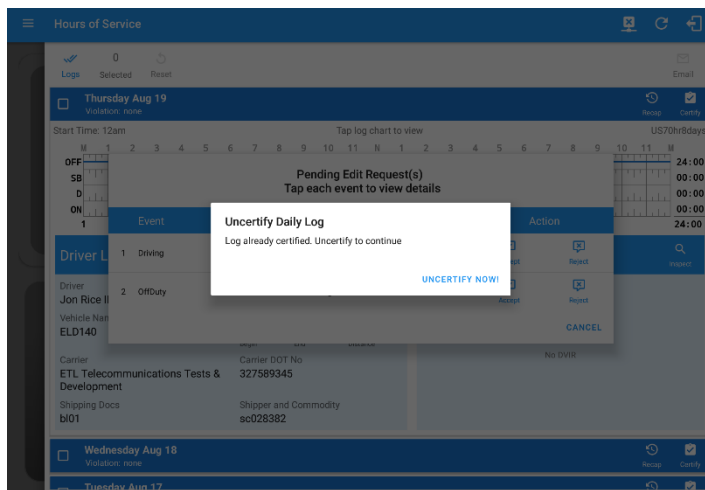
A mobile app will open (e.g. Gmail app will open for Android device) with a new message that has a PDF file attached when the driver enabled the '**Email log?**' checkbox option on the prompt to send certified log.

If driver has recipient email populated in the **Portal > Settings > Drivers Management** page > **Edit Driver > PDF Report** or in the **App > Settings > Hours Of Service > PDF Report Email**, then recipient email is also pre-populated in the email draft.

**Note:** To send certified log PDF via Mobile App, set the Email sender option to Mobile App in the portal->account settings under App Controls -> Email Sender.

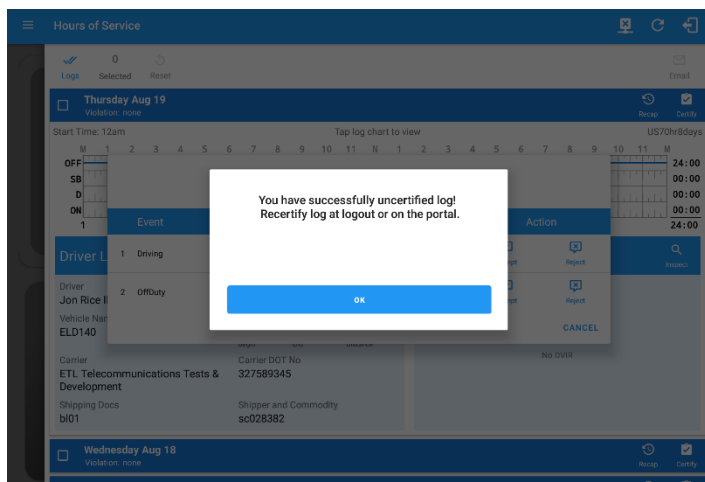
### 5.2.10 Edit a Log

Only driver logs that have not yet been certified can be edited, you will have to decertify a driver log in order to update its contents, to do this, tap the Edit button to decertify the selected log and reopen it for editing:



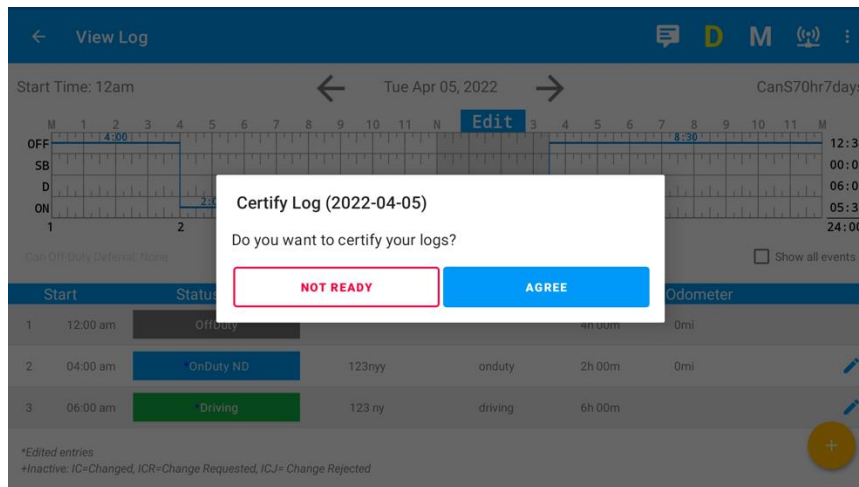
Tap the **Uncertify Now** button to confirm uncertifying the selected log.

Tap the **Cancel** button to cancel uncertifying the selected log.

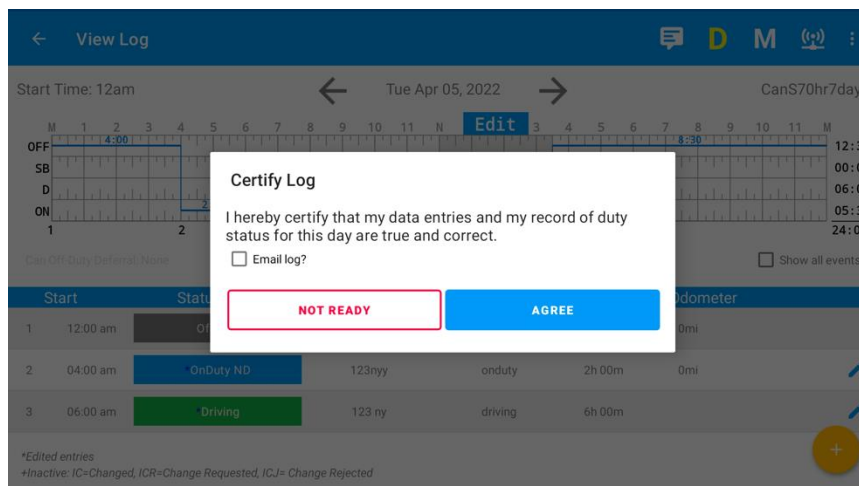


Tap the **OK** button to close the pop-up dialog.

After the driver is done editing the decertified log, a prompt will appear reminding the driver to recertify the log. The prompt will also appear if the driver hasn't recertified the log yet and made some changes to his previous or current log.

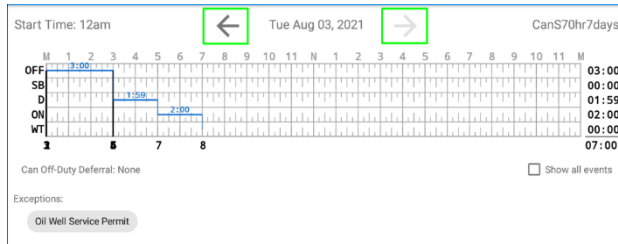


Tapping the Agree button will ask the driver to certify the log again.



The **Edit Log** screen can update/correct the driver's or driving duty data entries logged through the app. It can also view the history of an edited log.

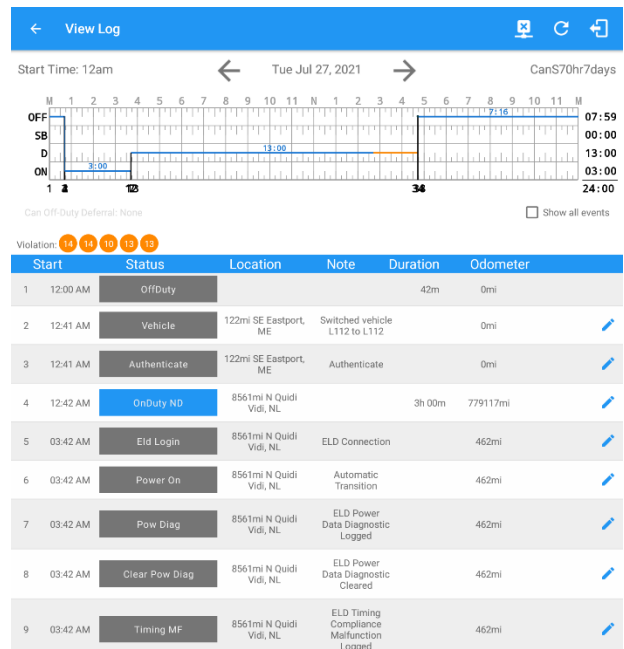
Tap the driver's log grid to see more details of the events and to also edit the log:



You can navigate through the daily driver logs by selecting either back or forward arrows located above the grid.

Driver will be able to add a note to the following events:


- Intermediate log
- Login/Logout
- CMV Engine power up/shut down
- Malfunctions and diagnostic events

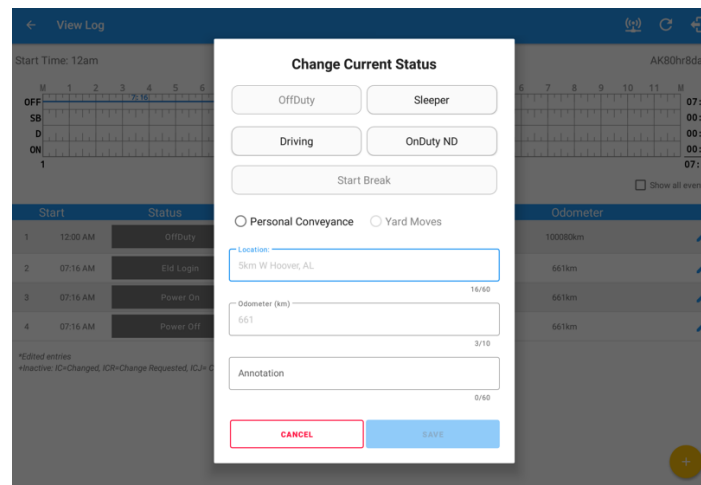
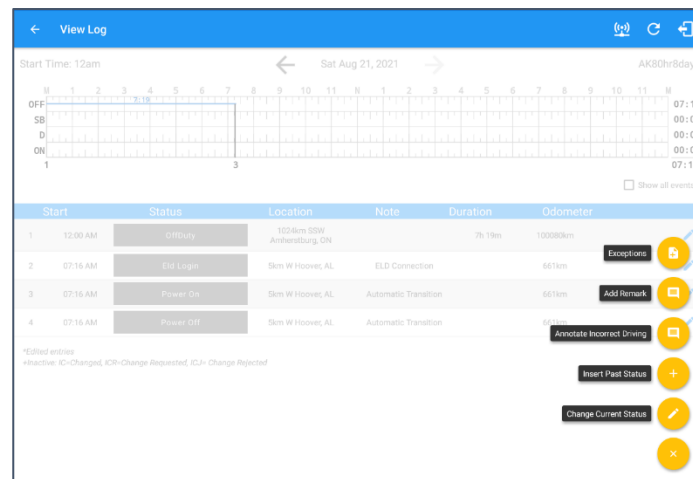


*An intermediate event is created for the driver if the vehicle is in motion, the driver's duty status has not changed in the previous hour, and there has been no intermediate event created in the previous hour.*



## Change Current Status via Daily Logs

To add a new event to the selected log, tap the **Add** icon  > **Change Current Status** button and input the relevant details to create the event. Once complete, tap the **Save** button to save the event.



### Notes:

- The status of the app is disabled to prevent adding the status consecutively.
- Refer to 3.2 Changing the Driver's Status for 'Personal Conveyance' or 'Yard Moves'.
- Upon adding or editing an event, **Location** is a required field and must contain at least 5 characters.
- If driver enabled an exception, the active exception(s) will be displayed under the header of the Change Current Status dialog

## Modifying Events in Logs screen

View Log

Start Time: 12am Sat Aug 21, 2021 US70hr8days

OFF 19:00  
SB 00:00  
D 01:00  
ON 04:00

1 2 3 4 5

12:00 AM 2:00 AM 4:00 AM 6:00 AM 8:00 AM 10:00 AM 12:00 PM 2:00 PM 4:00 PM 6:00 PM 8:00 PM 10:00 PM 12:00 AM

1 2 3 4 5

Show all events

Start	Status	Location	Note	Duration	Odometer
12:00 AM	OffDuty			2h 00m	0mi
02:00 AM	OnDuty ND	1092 Baker Street, On		4h 00m	0mi
06:00 AM	OffDuty	1092 Baker Street, On		9h 00m	0mi
03:00 PM	Driving	1092 Baker Street, On		1h 00m	
04:00 PM	OffDuty	1092 Baker Street, On		8h 00m	0mi

\*Edited entries  
\*Inactive: IC=Changed, ICR=Change Requested, ICJ= Change Rejected

To modify log event via Logs:

Tap **Edit** button on any existing log events.

Tap **Edit** button shown on the grid chart.

Tap **Insert Past Status** button to insert a past status event.

View Log

Start Time: 12am Sat Aug 21, 2021 US70hr8days

OFF 19:00  
SB 00:00  
D 01:00  
ON 04:00

1 2 3 4 5

12:00 AM 2:00 AM 4:00 AM 6:00 AM 8:00 AM 10:00 AM 12:00 PM 2:00 PM 4:00 PM 6:00 PM 8:00 PM 10:00 PM 12:00 AM

1 2 3 4 5

Show all events

Start	Status	Location	Note	Duration	Odometer
12:00 AM	OffDuty			2h 00m	0mi
02:00 AM	OnDuty ND	1092 Baker Street, On		4h 00m	0mi
06:00 AM	OffDuty	1092 Baker Street, On		9h 00m	0mi
03:00 PM	Driving	1092 Baker Street, On		1h 00m	
04:00 PM	OffDuty	1092 Baker Street, On		8h 00m	0mi

\*Edited entries  
\*Inactive: IC=Changed, ICR=Change Requested, ICJ= Change Rejected

- Exceptions
- Add Remark
- Annotate Incorrect Driving
- Insert Past Status



A grid view editing form will be displayed.

Can Off-Duty Deferral: None

Begin 06:00 pm End 09:30 pm Dur: 03:30

OFFDUTY SLEEPER DRIVING ONDUTY ND

Location: 13777km N Quidi Vidi, NL 24/60

Odometer (MILES) 0/70

Annotation: edit on duty 11/60

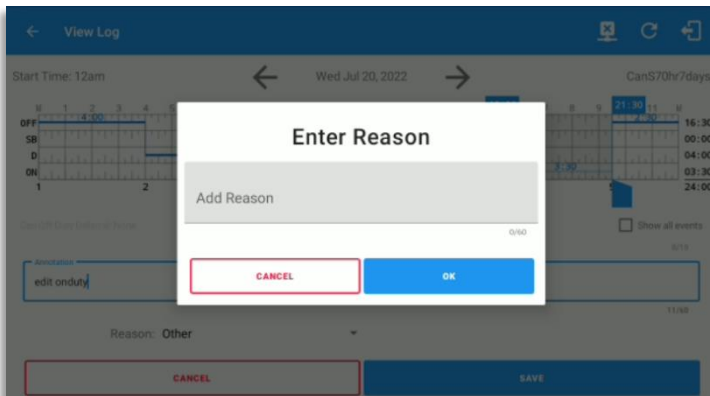
Reason: Driver Not Logged On

CANCEL SAVE

Make any required changes:

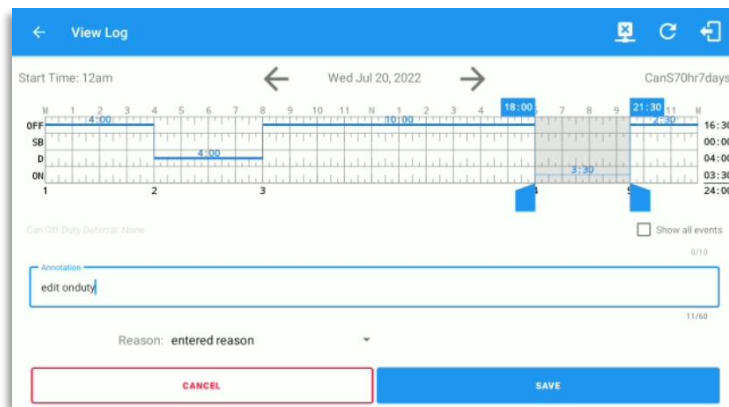
- Drag the sliders on the grid to set the **Begin Time** and **End Time** or;
- Tap on the time picker filed and manually set time.
- Select duty status.
- Select a reason for the edit from the drop-down list.
- Fill other required fields. (ex. Location)
- Then tap the **Save** button to save the changes.

*Note: When editing or inserting status, the odometer field is disabled but it will display the event's odometer.*



Selecting **Other** from Reason dropdown list will prompt the Enter Reason field.

Enter **Reason**.

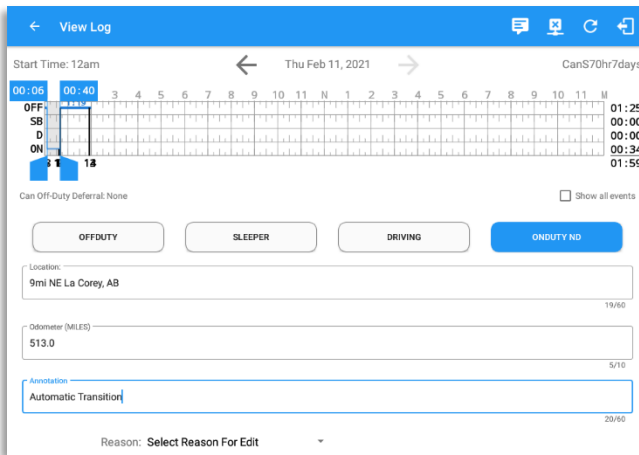


Entered reason will be populated in the Reason field.

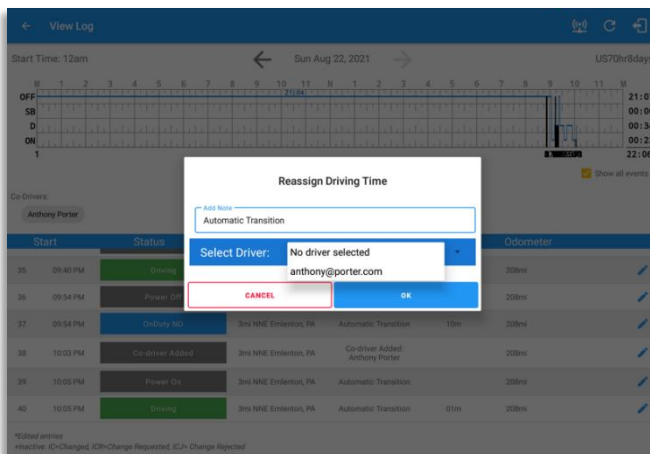
Tap **Save** button to save changes.

#### Notes:

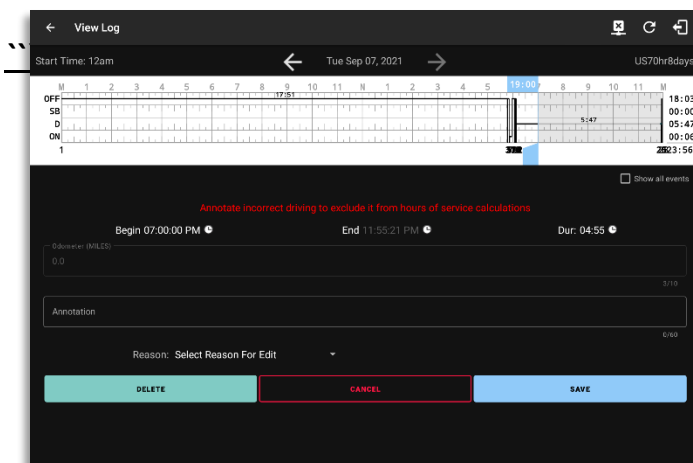
- Upon editing a past event, the **Reason** field is a required field (for ELD mode only) and must contain at least 4 characters when filled out.
- Also, Odometer is a required field when editing a past Driving event.
- Personal Conveyance and Yard Moves options are not displayed when editing an event.
- All log events that have been manually created or amended, will be displayed with an asterisk against it in the log events list depicting that it has been edited. Also scroll down to see check boxes for Personal Conveyance, Yard Moves and Off Road.



Driver can be able to edit the **Auto OnDuty ND** event the same with editing a manually created events.



For **Auto Driving** event, driver can be able to edit a note or reassign the event to a co-driver. (See Section 10.1 Logon Co-Driver-> Reassign Driving Time)  
 Note: Auto Driving event cannot be deactivated.



**Annotate Incorrect Driving Feature** is the ability to exclude the time of an auto-driving event from the hours of service calculations on the android device. After a successful annotation of incorrect driving time, the line will change its color to gray. This feature is only available on USA Cycle.

Notes:  
 - On the Account Property set **hos.annotate.driving.feature.enabled** to true.

### 5.2.11 Canada Off-Duty Deferral

Canadian rules for off-duty deferrals (maximum of 2 hours) are available when the driver goes to their current day log.

The screenshot shows the driver's day log interface. At the top, there is a timeline and a 'Can Off-Duty Deferral: None' indicator. Below this is a table with columns: Start, Status, Location, Note, Note 2, Duration, and Odometer. The table contains three entries:

Start	Status	Location	Note	Note 2	Duration	Odometer
12:00 AM	Driving		Automatic Transition		2h 19m	572mi
02:19 AM	Operating Zone Canada South		Operating Zone changed to Canada - south of lat 60°N	Canada south of lat 60°N		
02:19 AM	Cycle2 (14 days)	8674mi NNW Eastport, ME	Switched to Canada - Cycle 2			

Below the table, there are several action buttons: 'Defer Off-duty Hours', 'Add Remark', 'Annotate Incorrect Driving', 'Insert Past Status', and 'Change Current Status'. A modal dialog is open over the 'Defer Off-duty Hours' button, showing the following text:

Off-Duty Time Deferral (Status and time deferred)  
 (0: None, 1: Day 1, 2: Day 2 - Time deferred: HH:MM)

The dialog has a dropdown menu set to 'Time Deferred' with '120m' selected. At the bottom of the dialog are 'CANCEL' and 'SAVE' buttons.

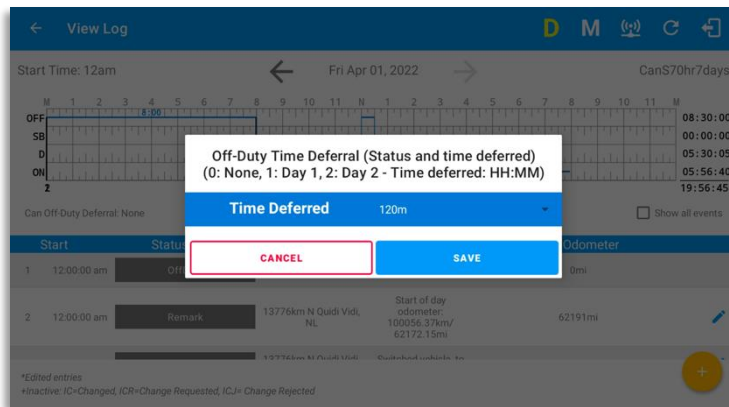
*Off-duty deferral is available at increments of 30, 60, 90 and 120 minutes. Driver can also manually enter off-duty deferral from 1 minute to 120 minutes. Once saved, it will automatically extend the driver's current duty time allowance according to the time selected or entered.*

**Note: The driver has the means to indicate the deferral of daily Off-duty time to the following day but must only be available if the driver is not splitting off-duty time for the current day. The maximum deferred time is 2 hours.**

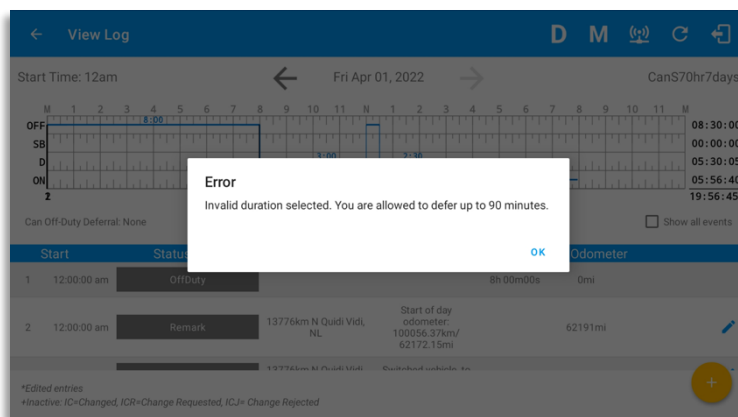
**The deferred time is added to the driver's current day on-duty clock allowance and which they have to use as off-duty time on the next day / shift to compensate. The driver can then extend their "on-duty" status without violation.**

*A prompt will be displayed with the remaining minimum hours of off-duty during day 2 for off-duty deferral.*

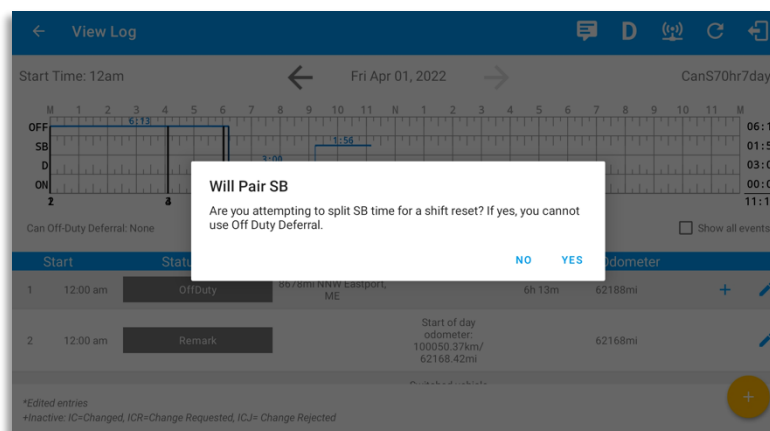
## 5.2.12 Canada Off-Duty Deferral & Canada Split Sleeper Berth



User cannot defer more than 90 minutes of daily Off-Duty time to the following day when the total off-duty time recorded by the ELD since the beginning of the work shift is 30 minutes.



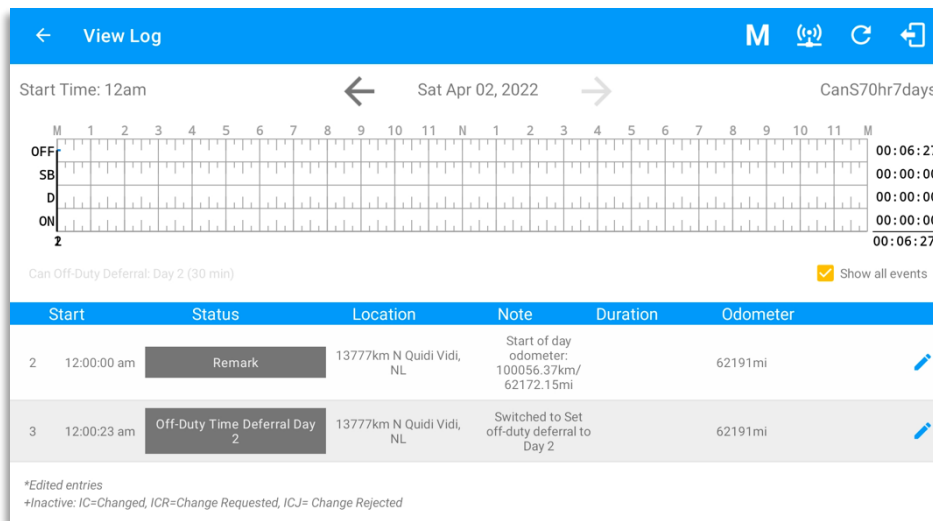
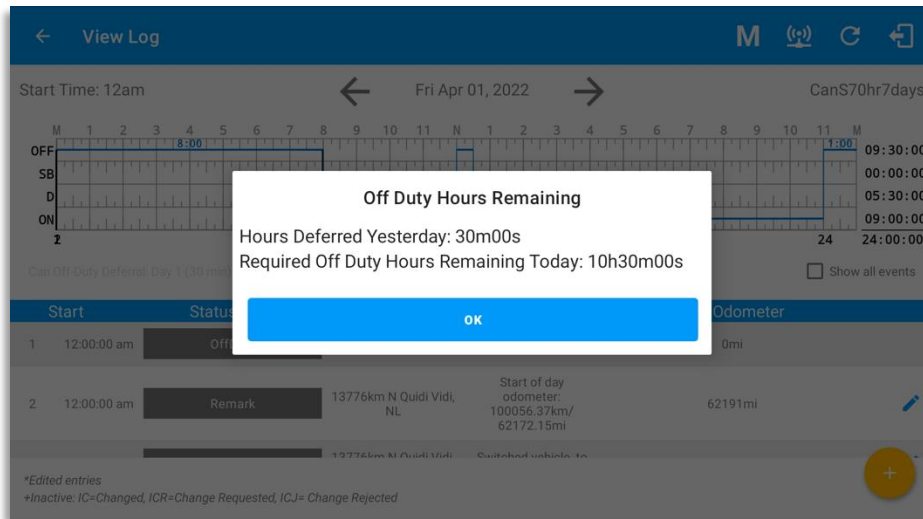
An error message will display if the driver is attempting to defer off-duty hours more than the driver is allowed to.



If the ELD detects that a driver is attempting to perform Split Sleeper Berth Pairing then the driver wants to defer off-duty hours, then a prompt will show up reminding the driver that it is not possible to split sleeper berth and defer Off-Duty hours

### 5.2.13 Canada Off-Duty Deferral – Day 2

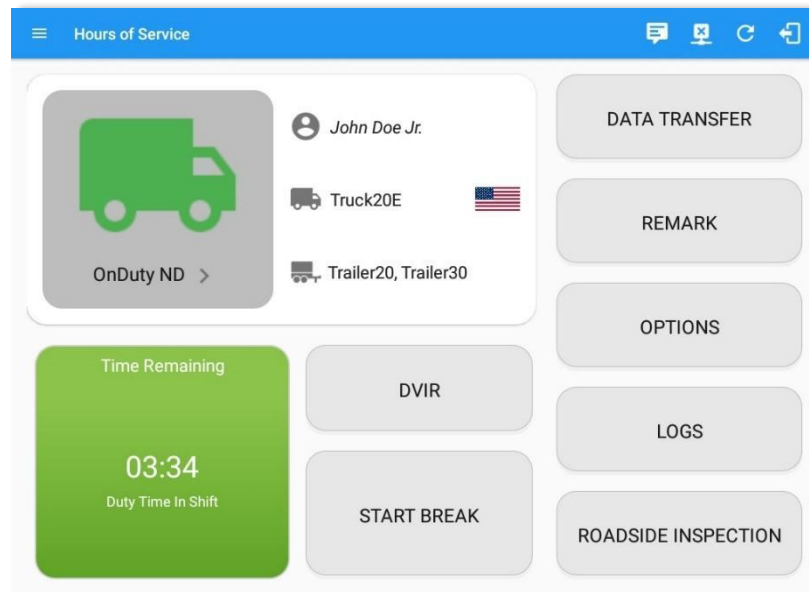
The Off-Duty Time Deferral on Day 2 is only recorded after the driver has confirmed, by tapping the OK button in the confirmation box, the new limits and off-duty time for the day.



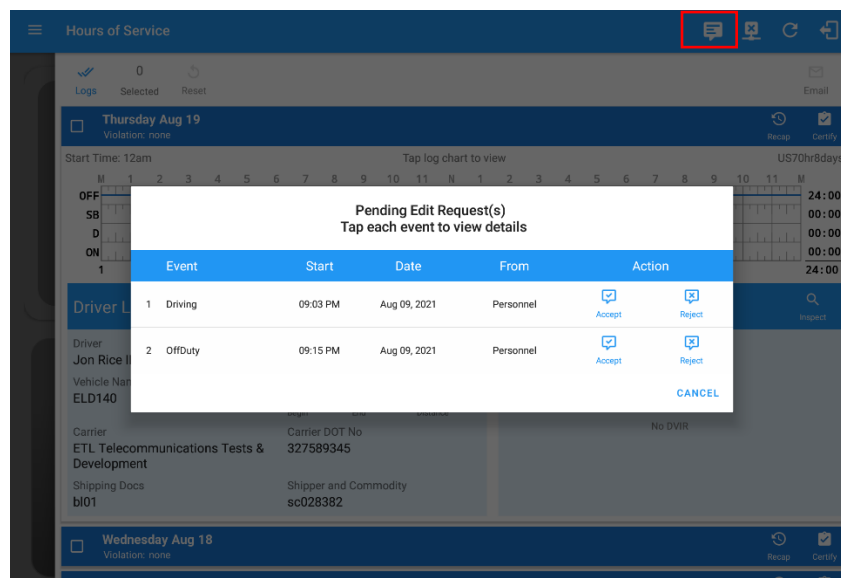


## Pending Edit Requests

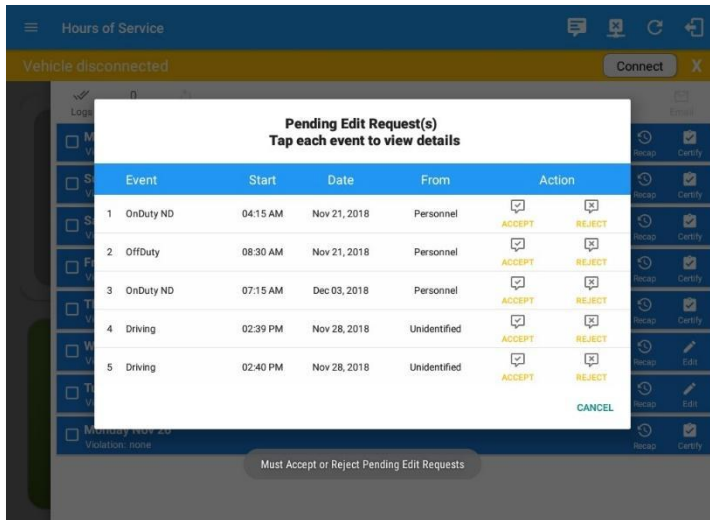
The Motor Carrier can request edits to the driver's logs. In the application allows the driver to review the requested edits which requires the driver to take necessary action whether the driver wants to **“accept”** or **“reject”** the requested edits. Pending Edit Request(s) dialog includes displaying of requested edits for a day that is beyond the 8 days log for USA cycle (15 days log for Canada cycle).



Tap the icon beside the VBUS connection icon to display the pending edit request dialog.



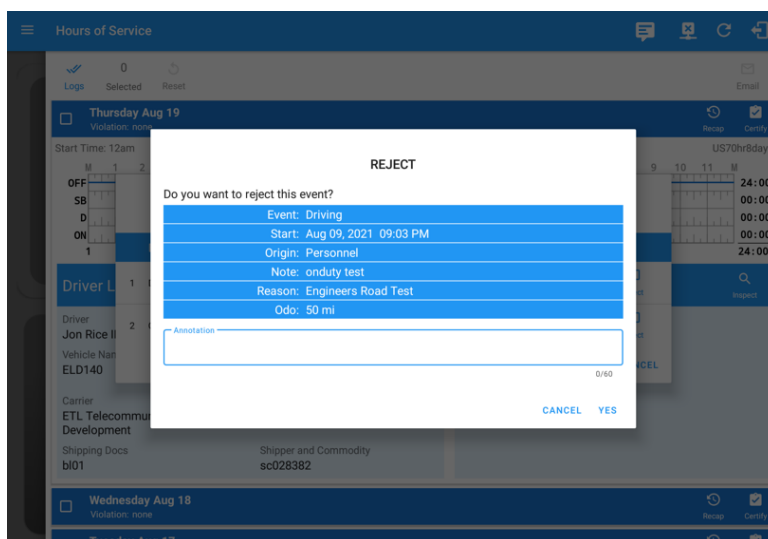
The Pending Request dialog also appears upon certifying a log only if a driver has pending requests. Driver must accept or reject the pending request(s) first before certifying the days' log.



A toast message will be displayed at the bottom of app stating, "Must Accept or Reject Pending Requests".

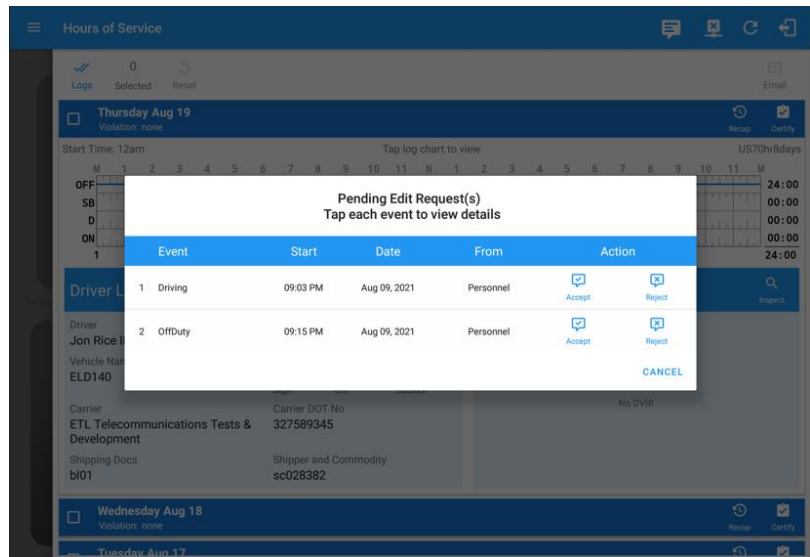
**Note:** The events from the 'Unidentified' driver does not require acceptance.

The Reject and Accept Event dialog shows the comparison of the Original status vs the changes (requested edits). Also, accepting the edits requested requires the driver to fill in the annotation field (**Required**) to successfully save the changes.

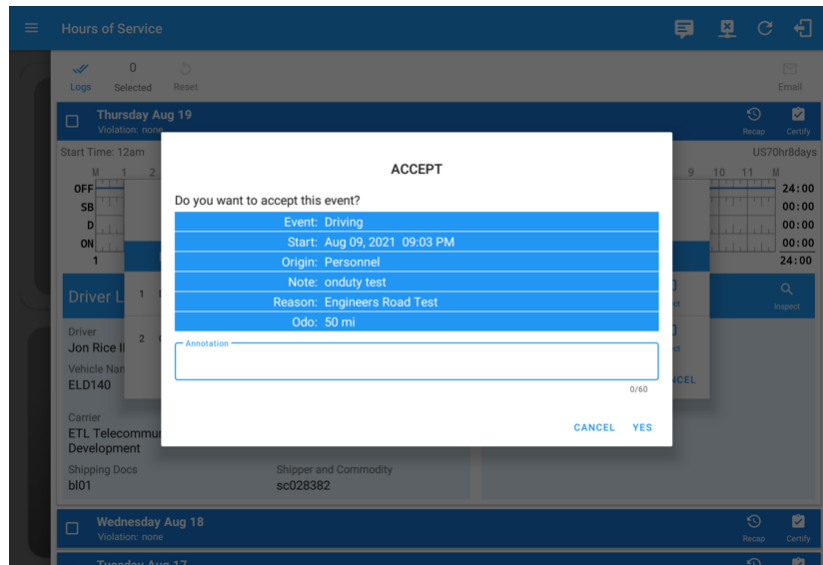


If the driver rejects the edit suggestions, then the original record remains.

Accepting the requested edits of the day that is beyond the last 8 days log for USA cycle (14 days log for Canada cycle) will display a warning dialog informing that driver needs to recertify the log at logout on the app or driver can log into the drivers' portal to certify the log for that day.

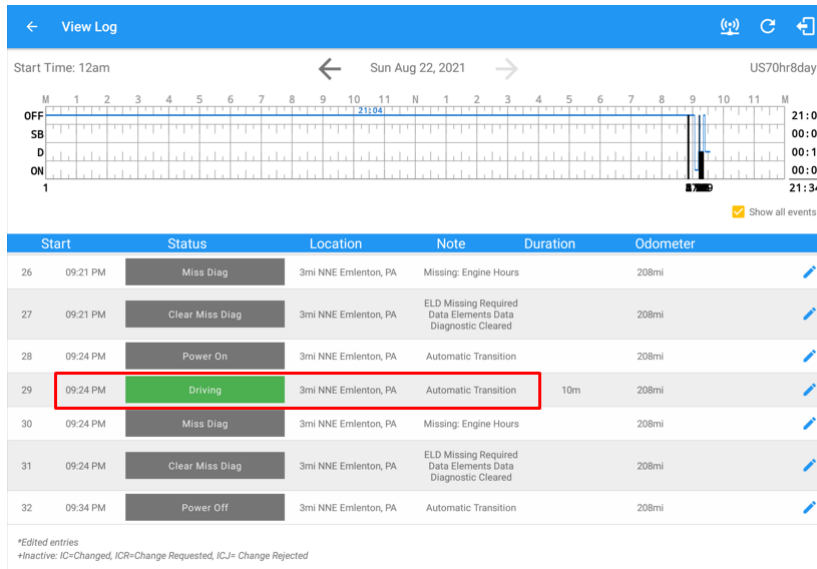


If the driver approves the edit suggestions, the new status will replace the old status and the changes will be reflected in the events history list.



## Auto Events

The ELD automatically records the driving time when the vehicle is in motion by setting duty status to driving for the driver unless, before the vehicle is in motion, the driver has set the duty status to off-duty and indicates personal use of CMV, in which case duty status must remain off-duty until driver's indication of the driving condition ends.

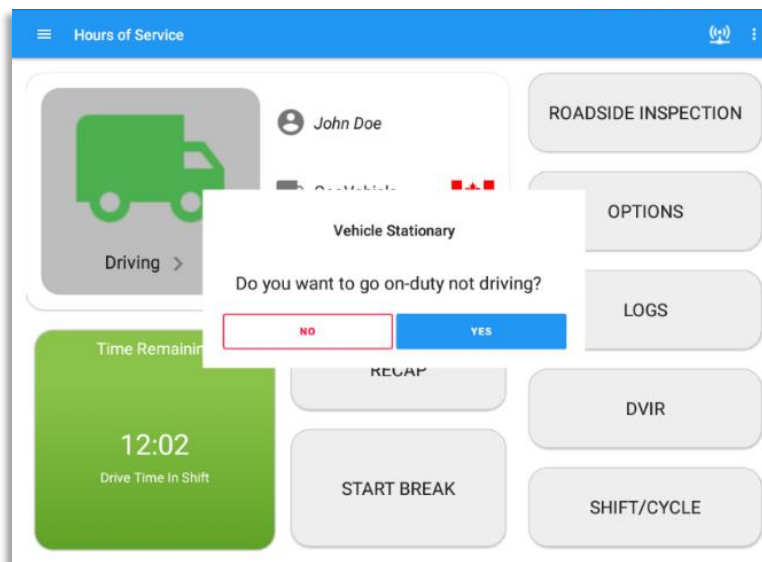


Start	Status	Location	Note	Duration	Odometer
09:21 PM	Miss Diag	3mi NNE Eminton, PA	Missing: Engine Hours		208mi
09:21 PM	Clear Miss Diag	3mi NNE Eminton, PA	ELD Missing Required Data Elements Data Diagnostic Cleared		208mi
09:24 PM	Power On	3mi NNE Eminton, PA	Automatic Transition		208mi
09:24 PM	Driving	3mi NNE Eminton, PA	Automatic Transition	10m	208mi
09:24 PM	Miss Diag	3mi NNE Eminton, PA	Missing: Engine Hours		208mi
09:24 PM	Clear Miss Diag	3mi NNE Eminton, PA	ELD Missing Required Data Elements Data Diagnostic Cleared		208mi
09:34 PM	Power Off	3mi NNE Eminton, PA	Automatic Transition		208mi

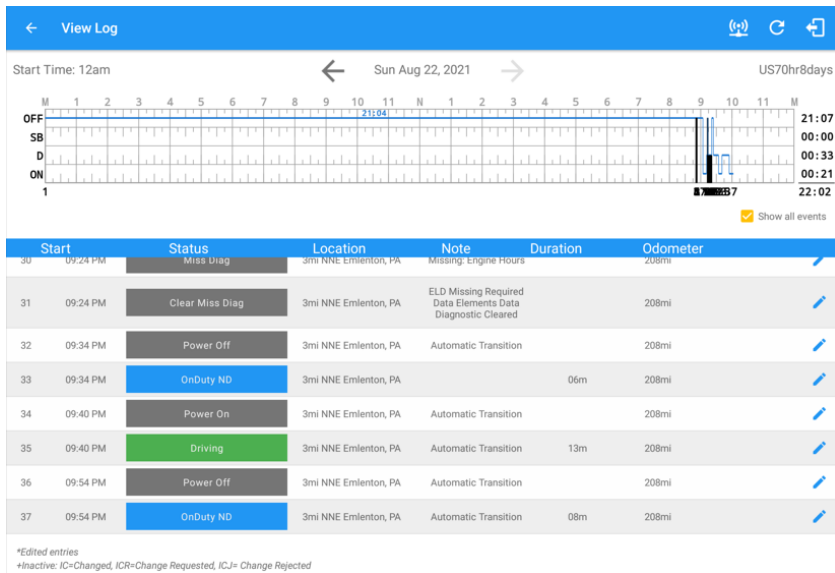
\*Edited entries  
+Inactive: IC=Changed, ICR=Change Requested, ICJ= Change Rejected

Events such as Power On, Power Off, Driving and OnDuty are automatically created when connecting to a device. Auto events created were recorded and displayed on the Events history list indicated with a note **“Automatic Transition”**.

*(These events are also displayed in the Portal)*



If vehicle remains stationary for five minutes, a dialog will display asking if you would like to change your status to OnDuty (Not Driving). Not responding it within one minute will automatically be changed to OnDuty ND.



Auto **OnDuty ND** event created is recorded and displayed on the Events history list indicated with a note **“Automatic Transition”**.

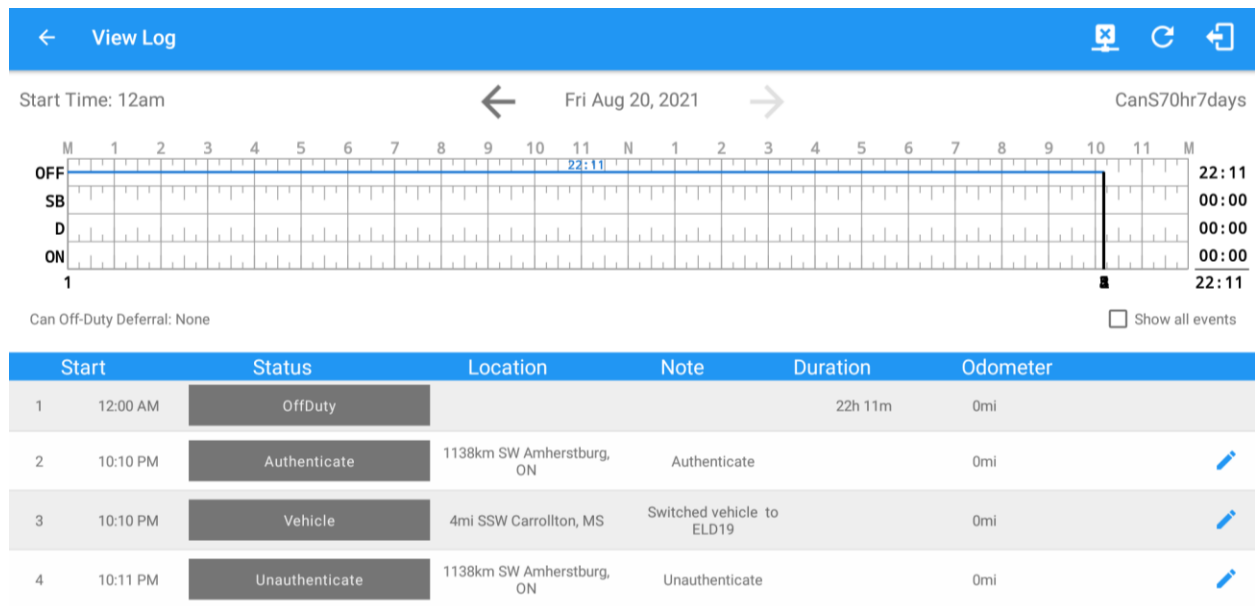
Can Off-Duty Deferral: None

Show all events

Start	Status	Location	Note	Duration	Odometer
12:00 AM	OffDuty			20h 28m	0mi
08:27 PM	Vehicle	3mi W Hoover, AL	Switched vehicle ELD126 to ELD126		0mi
08:27 PM	Authenticate	3mi W Hoover, AL	Authenticate		0mi
08:27 PM	Vehicle	1024km SSW Amherstburg, ON	Switched vehicle ELD126 to ELD17		0mi
08:28 PM	Vehicle	1024km SSW Amherstburg, ON	Switched vehicle ELD17 to ELD109		0mi
08:28 PM	Eld Login	1024km SSW Amherstburg, ON	ELD Connection		93mi
08:28 PM	Eld Identifier	1024km SSW Amherstburg, ON	HOS001		93mi

To view all the auto created events (primary or secondary events) when connecting to a device, tap on the **‘Show all events’** checkbox to enable.

To hide all the secondary events (including VBUS Connected/VBUS Disconnected remarks), tap back on the checkbox to disable.



- An event will be recorded with a note “Authenticate” to the events history list if Driver will login to app.
- An event will be recoded with a note “Unauthenticate” if driver will logout from app.
- When app is successfully connected to the VBUS Device, the following will be recorded on the event’s history list:
  - an ELD Login event with a note “ELD Connection”
  - a Remark with the note “VBUS Connected”
- When driver manually disconnects the VBUS Device, the following will be recorded on the event’s history list:
  - an ELD Logout event with a note “ELD Disconnection”
  - a Remark with the note “VBUS Disconnected”

**Note:**

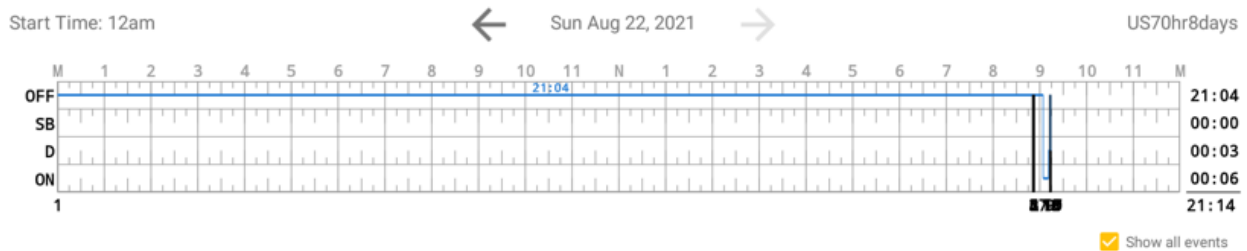
- The graph-grid overlay periods of driver’s indications of authorized personal use of CMV and yard moves using a different style line (such as the dashed or dotted line in amber color).

- When ‘Show all events’ toggle switch is off, the following events are hidden: Diagnostic/Malfunction clears, Vbus Connect/Disconnect, Authenticate/Unauthenticate, Dvir Not performed/ Dvir Completed, Log certified remark, Start of day Odometer remark, and Toll road start/stop.

## Crossing Boundaries

The border crossing calculation uses the VBUS GPS coordinates if they are available, and the android coordinates if they are not. The following instances happens when the driver crossed boundaries between Canada and US (vice versa):

- a. If the GPS coordinates are changed to a different state or province, an event will be recorded in the driver log.



Start	Status	Location	Note	Duration	Odometer
12 09:13 PM	Eld Login	20mi SSE Flagler, CO	ELD Connection		199mi
13 09:13 PM	Eld Identifier	20mi SSE Flagler, CO	HOS001		199mi
14 09:13 PM	VbusConnected	20mi SSE Flagler, CO	VBUS Connected		199mi
15 09:13 PM	Power On	22mi SSE Flagler, CO	Automatic Transition		199mi
16 09:13 PM	Driving	17mi SSE Stratton, CO	Automatic Transition	01m	200mi
17 09:13 PM	PreTrip Missing	17mi SSE Stratton, CO	Pre-trip DVIR not performed for Trailer TL1,Vehicle ELD20		200mi
18 09:13 PM	State/Province Line Crossing	20mi NW Sharon Springs, KS	Crossed into Kansas, USA from Colorado, USA		200mi

- b. If the current location is in Canada, the driving rules will not automatically be switched to Canadian rules. Similarly, if the location is in the USA, the driving rules will not be automatically switched to USA rules. Unless the driver has confirmed.
- c. If there is a co-driver logged in, both the remark and the rules changes will be occurring to be applied for him/her as well.

### 5.3 Malfunction and Data Diagnostic Events

At each instance when an ELD malfunction or data diagnostic event is detected or cleared by the ELD, the ELD records the event. The recorded malfunctions and data diagnostic events are inconsistencies found while monitoring the app/ELD against CMMTA and FMCSA compliance requirements. These instances are indicated in the application header and in the Android notification toolbar with the “M” and “D” icons.



#### Notes:

- The ELD Data Diagnostic indicator provides notification of active data diagnostics events applicable to the active driver. The “M” and “D” icons will flash in amber color if there are new active Data Diagnostics events that is not yet reviewed by the driver and will only turn back to white once the Data Diagnostic dialog is closed after being reviewed by the driver. There will also be a notification in the Android toolbar indicating a malfunction or a data diagnostic event.

Malfunctions			
Code	Date	Time	Description
T	Mon Apr 20, 2020	05:44:02 AM	Timing Malfunction
P	Mon Apr 20, 2020	04:09:08 AM	Power Malfunction

CANCEL

Data Diagnostics			
Code	Date	Time	Description
5	Thu Apr 16, 2020	09:23:35 PM	Unidentified Driver Diagnostic

CANCEL

View Log

Start Time: 12am Sat Jan 30, 2021 CanS70hr7days

OFF SB D ON

23:50 00:00 00:10 00:00 24:00

Can Off Duty Default Note

Show all events

Edit MalTimeClear Note

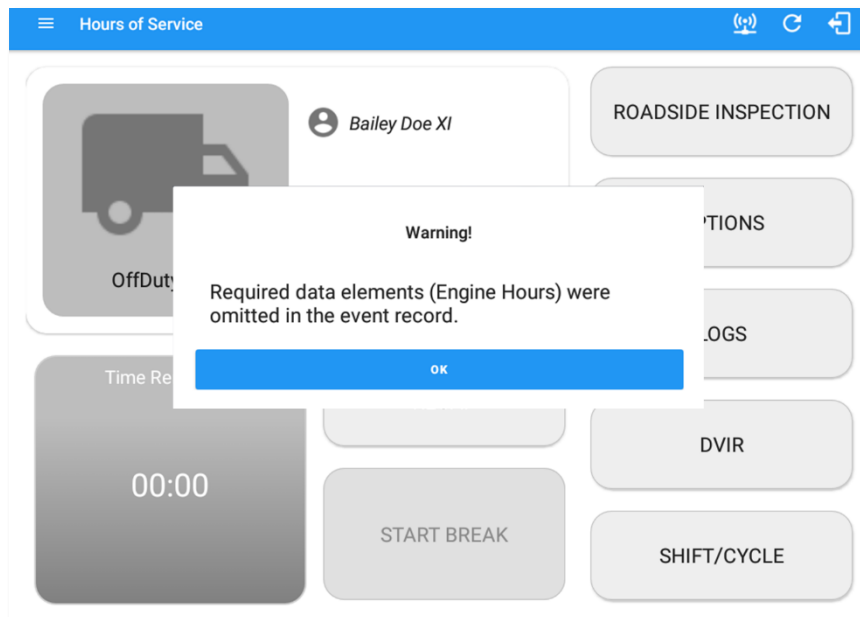
Note: malfunction

CANCEL OK

Start	Status	Location	Vehicle	Odometer
11 02:37 a.m.	Unauthenticate			0mi
12 02:41 a.m.	MalTimeClear	Bay, SK	Malfunction Cleared	178mi
13 03:26 a.m.	Vehicle	3mi SSE Caledonia, NS	Switched vehicle GeoVehicle to GeoVehicle	0mi

The Malfunction and Data Diagnostic events note can also be edited on the edit log screen.





A warning dialog will appear whenever the ELD cannot accurately determine the following elements:

- Vehicle Distance
- Engine Hours
- CMV's VIN
- CMV's Power Unit Number associated with the record

← Wed Jan 20, 2021 →

Duty Status Changes, Intermediate Logs, Special Driving Conditions

Date & Time	Event	Geo-Location	Latitude, Longitude	Distance last val. coord.	CMV	Distance (Acc.)	Hours (Elapsed)	Distance (Total)	Record Status	Record Origin	Seq. No.
01-20-21											
12:00:00 AM	OffDuty	8559mi N Quidl Vidi, NL	8.49124	0.00	Vehicle 3	0.42	14.00	620.48	1	2	8F
06:02:48 PM	OnDuty ND	499mi S Clark's Harbour, NS	36.2-65.3	-0.51	Vehicle 3	94.69		714.75	1	2	F
06:04:35 PM	Sleeper	499mi S Clark's Harbour, NS	36.2-65.3	-0.51	Vehicle 3	94.69		714.75	1	2	11

The Hours (Elapsed) is left blank because the ELD cannot accurately determine the data.

*All missing data elements such as Engine Hours, Vehicle Distance, VIN and Power Unit Number are left blank in the table.*

<b>Malfunction Events</b>			
Code	Description	Cause	How to Resolve
<b>P</b>	Power Compliance Malfunction	This can occur if the ELD loses power for 30 minutes of in-motion time or more. (15 miles or more of unaccounted driving time)	Ensure ELD is securely connected at the vehicle connection point.
<b>E</b>	Engine Synchronization Compliance Malfunction	Event created after 30 minutes without getting data from VBUS device during a 24-hour period	Event is cleared when not acquired data drops 30 minutes or less from VBUS device during a 24-hour period
<b>T</b>	Timing Compliance Malfunction	Event created when mobile device clock is not absolute deviation of 10 minutes or less at all times	Event is cleared when mobile device clock is already in absolute deviation of 10 minutes or less
<b>L</b>	Positioning Compliance Malfunction	Event created when the ELD fails to acquire a valid position measurement within 5 miles of the CMV's movement and such elapsed time exceeds a cumulative 60 minutes over a 24-hour period	Event is cleared when such elapsed time drops 60 minutes or less over a 24-hour period

<b>R</b>	Data Recording Compliance Malfunction	Event created when available storage is below 500MB	Event is cleared when available storage is already 500 MB or more
<b>S</b>	Data Transfer Compliance Malfunction	After an ELD records a data transfer diagnostic event, the ELD will check at least once every 24-hour period. If the ELD stays in data transfer diagnostic following the next three consecutive monitoring checks, the ELD will create data transfer malfunction.	Event is cleared once a successful data transfer occurred

### Data Diagnostic Events

Code	Description	Cause	How to Resolve
<b>1</b>	Power Data Diagnostic	This can occur if the device does not power up within a one minute of the vehicle powering up. This can occur if the unit has sudden power loss while the vehicle is in motion.	Wait for the device to power up and ensure that the ELD is securely connected at the vehicle connection point.

2	Engine Synchronization Data Diagnostic	Event created when no data acquired from VBUS device within 20 seconds	Event is cleared when there is already data acquired from VBUS device after 20 seconds
3	Missing Required Data Elements Data Diagnostic	Event created when any required field is missing at the time of recording	Event is cleared when there is a new recorded event that contains all required data from VBUS device
4	Data Transfer Data Diagnostic	Event created when the data transfer mechanism(s) cannot be confirmed	Event is cleared once a successful data transfer occurred
5	Unidentified Driving Records Data Diagnostic	Event created when more than 30 minutes of unidentified driving in a 24hr period	Event is cleared when driving time logged under the unidentified driver profile for the current 24-hour period and the previous 7 consecutive days in USA cycle drops to 15 minutes or less (14 consecutive days for Canada cycle).

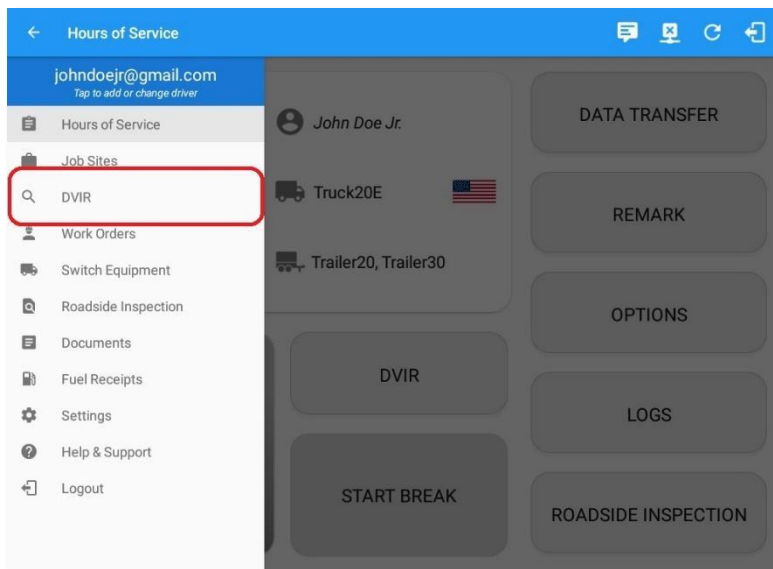
*Note: The threshold in Canada is 60 seconds for Engine Synchronization Data Diagnostic*

## 5.4 DVIR

The **DVIR** feature provides a way for you to create online vehicle DVIR reports while in the field. This helps to ensure that your vehicle confirms to the FMCSA's safety regulations. Driver can have a DVIR feature only if they have **DVIR** product enabled both account level and driver level.

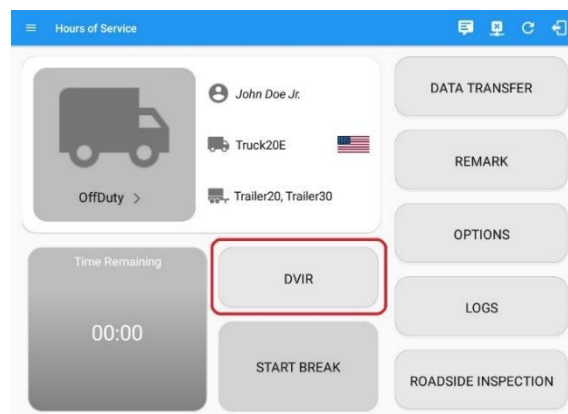
There are number of ways to access this feature:

### 5.4.1 DVIR Feature – Main Navigation Menu

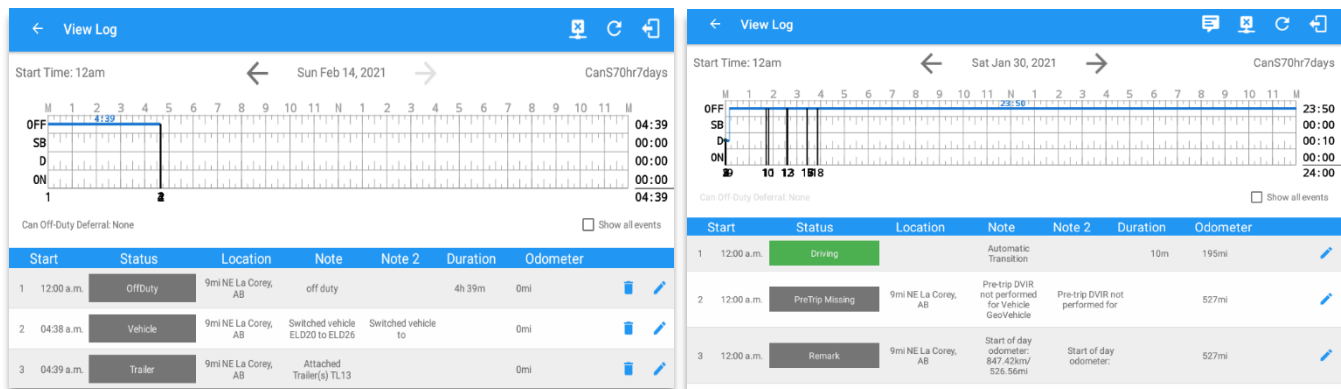
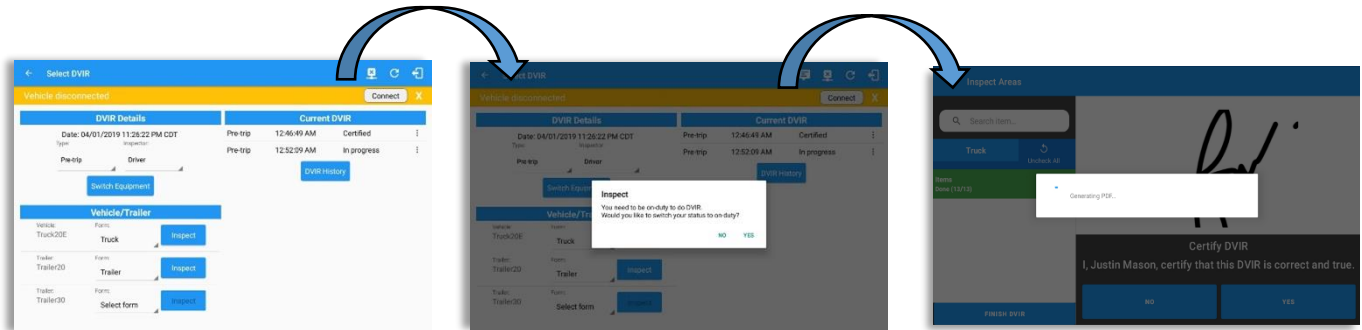


1. Slide the screen from left to right to show the **Main Navigation Menu**
- Or
- Tap the **Main Navigation button** to show the **Main Navigation Menu**
2. Tap the **DVIR** option within the **Main Navigation Menu**

### 5.4.2 DVIR Feature – Hours of Service Main Screen



From the **Hours of Service Main Screen**, tap the **DVIR** button to display the **DVIR** screen.



When driver's status manually/automatically changes to Driving event without completing the Pre-trip DVIR, it will create a **'PreTrip Missing'** event with a 'Pre-trip DVIR not performed for Vehicle [vehicle name] or Trailer [trailer name]' note.

- The **PreTrip Missing** event will only be created once per shift.
- The **PreTrip Missing** event will be created after it detects or when a first Driving event on the shift cycle is created.

Also, an **alert** is sent only once for each vehicle or trailer that begins to drive without having done a Pre-Trip DVIR.

### 5.4.3 Selecting Your DVIR Type

The screenshot shows the 'Select DVIR' interface. The 'DVIR Details' section has a 'Type' dropdown menu with 'Pre-trip' selected. The 'Current DVIR' table shows three entries: a certified pre-trip at 12:46:49 AM, an in-progress pre-trip at 12:52:09 AM, and another in-progress pre-trip at 11:28:28 PM. The 'Vehicle/Trailer' section lists three items: Truck20E (Truck), Trailer20 (Trailer), and Trailer30 (Select form), each with an 'Inspect' button.

Choose the appropriate **DVIR Type** from the following options.

Choose the appropriate **Inspector** from the following options.


The screenshot shows the 'Select DVIR' interface. The 'DVIR Details' section has a 'Form' dropdown menu with 'Truck' selected. The 'Current DVIR' table is the same as in the previous screenshot. The 'Vehicle/Trailer' section lists three items: Truck20E (Truck), Trailer20 (Trailer), and Trailer30 (Select form), each with an 'Inspect' button.

You can select a **DVIR Form** from the 6 default DVIR forms or you can also select a **Customized DVIR Form for Asset(s)** also from the list.

The screenshot shows the 'Select DVIR' interface. The 'DVIR Details' section has a 'Type' dropdown menu with 'Ad-hoc' selected. The 'Current DVIR' table shows three entries: a certified pre-trip at 12:46:49 AM, a certified post-trip at 11:32:19 PM, and an in-progress ad-hoc at 11:32:51 PM. The 'Vehicle/Trailer' section lists three items: Truck20E (Truck), Trailer20 (Trailer), and Trailer30 (Select form), each with an 'Inspect' button.

**Pre:** A DVIR conducted before driving the CMV.  
**Post:** A DVIR conducted after driving a CMV.  
**Ad Hoc:** Any DVIR conducted in any other period that the ones specified in points a & b.

#### 5.4.4 Starting Your DVIR

Tap the **Inspect**  button in each equipment to start the DVIR, you will be directed to the **DVIR screen**.

**Note:** However, a dialog as shown below will display that will ask confirmation to switch you to On Duty status to do DVIR if current duty status is in Off Duty, Driving, Sleeper Berth or will take you out to Personal Conveyance if current status is Off Duty under Personal Conveyance.

**Inspect**

You need to be on-duty to do DVIR.  
Would like to switch your status to on-duty?

NO YES

If current duty status is Off Duty, OnDuty, and Driving


**Inspect**

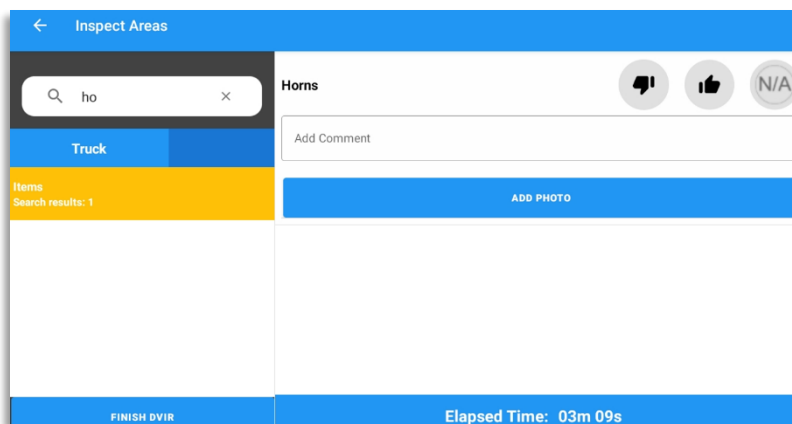
You're currently in Personal Conveyance. Performing a DVIR will switch you to on-duty and will take you out of Personal Conveyance.  
Would you like to proceed?

NO YES

If current duty status is Off Duty under Personal Conveyance

#### 5.4.5 Searching a DVIR Item

A **Search**  Search item... field is available located on the top of the DVIR form name which allows driver to search specific inspection item.

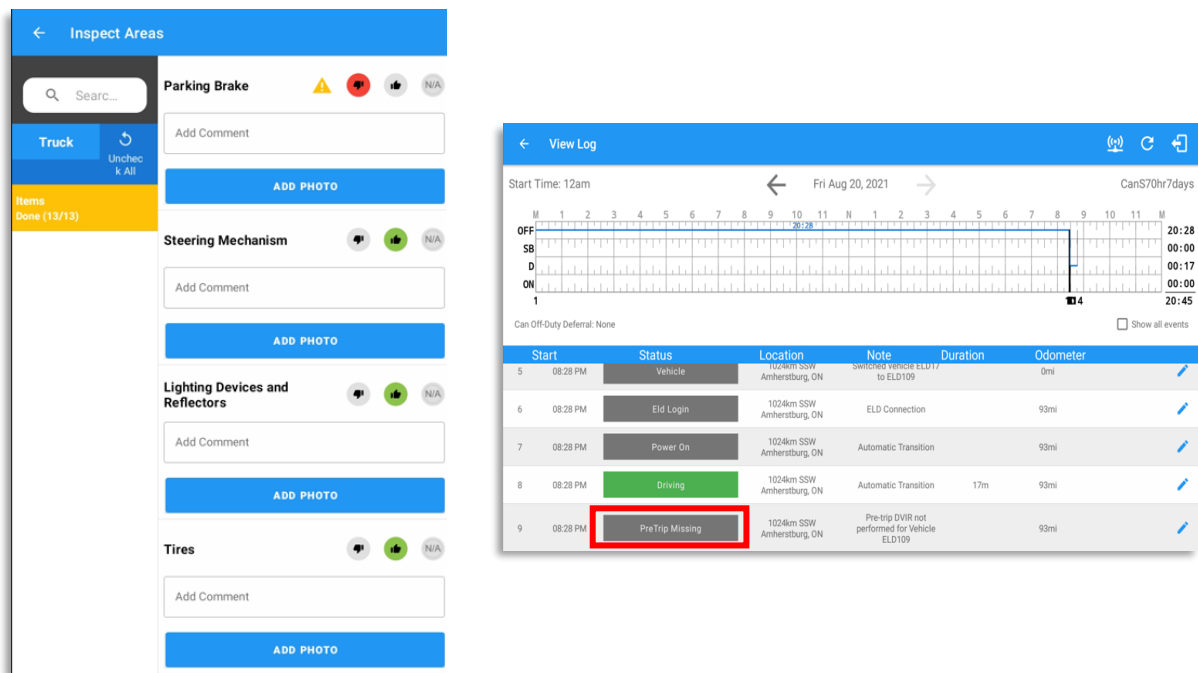


The screenshot shows the 'Inspect Areas' screen. At the top, there is a search bar with the text 'ho' and a search icon. Below the search bar, the 'Truck' section is highlighted. Under 'Items', there is a search result for 'Horns'. To the right of the search results, there are icons for thumbs down, thumbs up, and 'N/A'. Below the search results, there is an 'Add Comment' field and an 'ADD PHOTO' button. At the bottom of the screen, there is a 'FINISH DVIR' button and an 'Elapsed Time: 03m 09s' indicator.

Type the specific inspection item on the Search text field. Search results will then show on the DVIR item list. If entered keyword has no DVIR item match, it will display 'No DVIR Areas' and 'No DVIR Points'.




### 5.4.6 Completing the First DVIR Area




The first **DVIR Area** is selected by default. You can also tap its corresponding tab to display the DVIR items under this area.

You can select the status of each DVIR Item by tapping their respective tri-state check boxes as listed below.

Tap the Thumbs Up icon  to specify that the item has passed.

Tap the Thumbs Down icon  to specify that the item has failed.

Tap the N/A icon  if the item is not applicable for the current DVIR.

When failing a DVIR, an option for selecting a severity level will appear with its corresponding color: Major – Red  or Minor – Yellow .

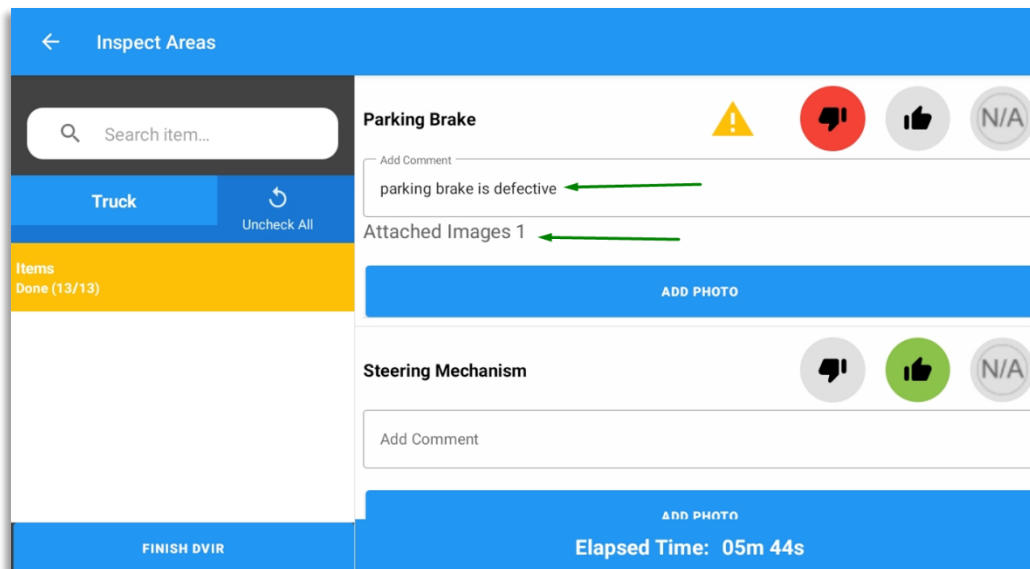
Tap the **Pass All** button to automatically select all the DVIR items.

Items marked as “Failed” remained as failed even after the ‘Pass All’ button is tapped. The same goes for when the **Uncheck All** button is tapped.

#### 5.4.7 Capturing an Image of a DVIR Item

If you wish to capture an image of a DVIR item, you can tap the **Add Photo** button. The Camera app will then appear, proceed to take a picture of the DVIR item. After tapping the **Add Photo** button, tap the **OK** button to save the image and add it to your item report. You can also discard the captured image by selecting the **Retry** button.

#### 5.4.8 Adding a Comment or Remark to a DVIR Item



You may add comments or remarks against a DVIR item by entering the relevant comment or remark in the **Add Comment** field, tap the **ADD PHOTO** button to add images if required. If you add multiple images, there will be an indicator on how many images are already attached in that item.

### 5.4.9 Finishing Your DVIR

To finish your DVIR, select the **View Summary** button, this will display the information detailed on the next page.

### Summary

- **Start Time** – the date and time the DVIR was started.
- **Elapsed Time** – the duration of the current DVIR.
- **Items Inspected** – this is a counter for the number of items already inspected.

### Remaining Items

This will only be displayed if you have not yet updated all the DVIR items, this will show the item(s) that are still to be inspected.

### **Inspection Result**

**Note:** Location field is required and should not be empty when completing DVIR.

**General Comments** – this is where you can enter your general DVIR report comments.

One of the following options must be selected before the DVIR can be finished / certified.

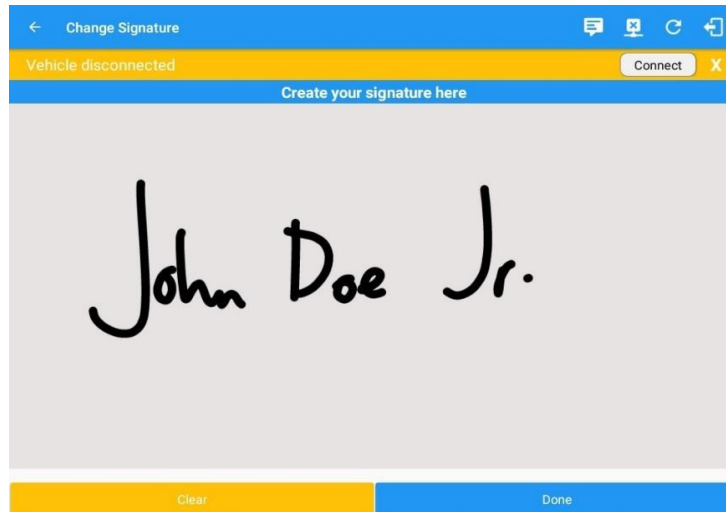
- Defects Corrected
- No Defect Found (**Note:** 'No Defect Found' option is only available for Canadian cycle drivers.)
- Condition Satisfactory
- Condition Unsatisfactory

### **Signature**

Drivers can change their signature by tapping the **Change Signature** button.

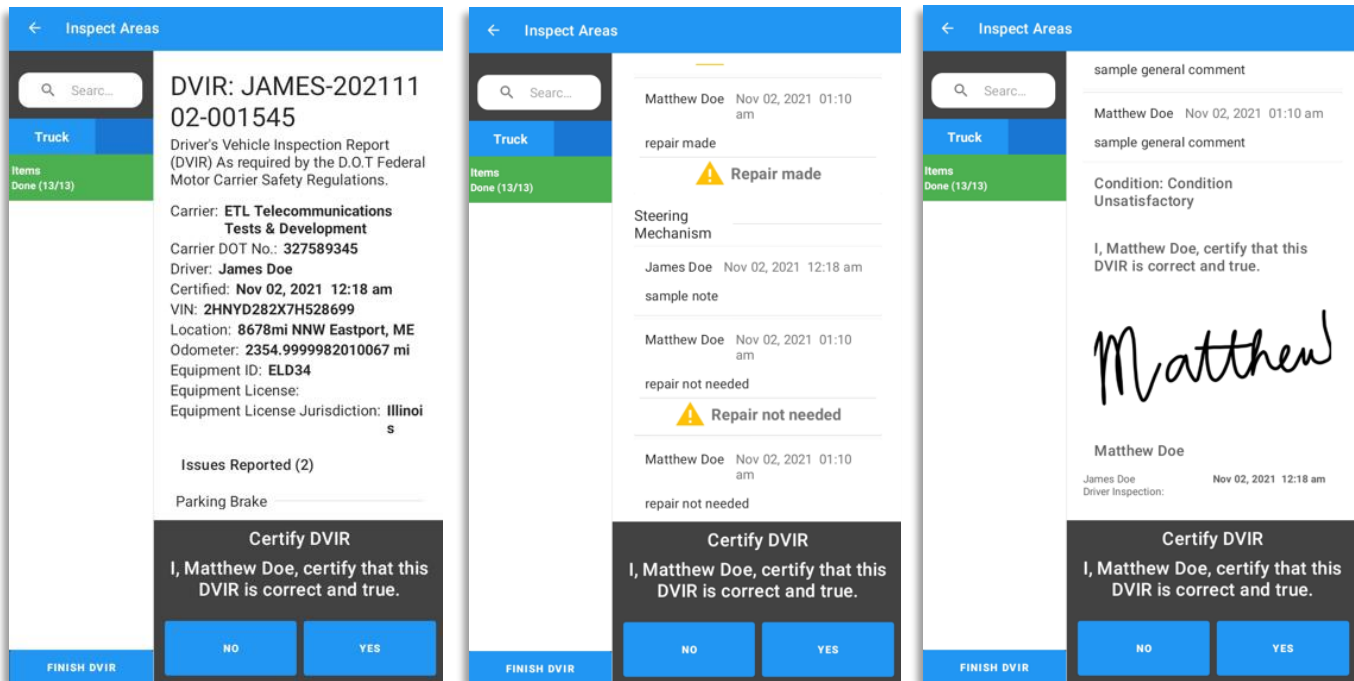
Mechanics and other inspectors can create their signatures by tapping the **Change Signature** button.

Selecting the **Change Signature** button will open the **Create Your Signature Here** screen:



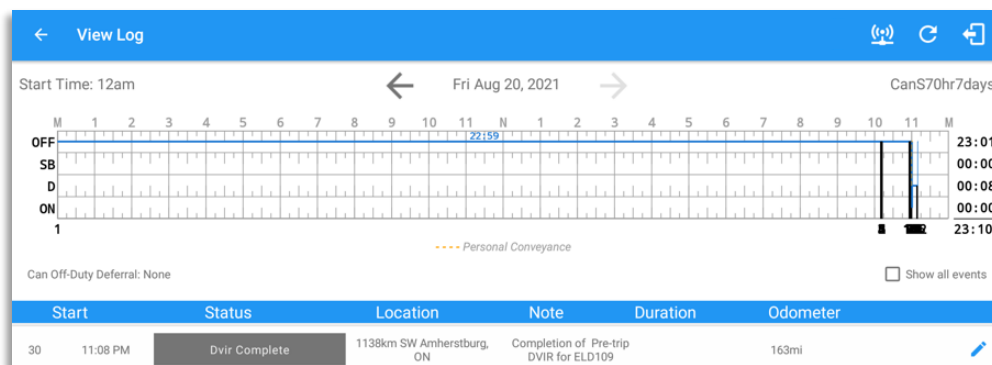
Tap the **Done** button to save your signature or tap the **Clear** button to discard the signature.

### 5.4.10 Submitting or Certifying the DVIR



After tapping the View Summary button, you will redirect to the Summary screen, and you can now review all of the DVIR details. Tap the **YES** button to certify the DVIR. You can also cancel certifying the DVIR by tapping the **NO** button.

After successfully certifying the DVIR, an event will be created in the Edit Logs screen stating the completion of Pre/Post/Ad-Hoc DVIRs.



**Note:** PreTrip Missing event with note “Pre-trip DVIR not performed for Vehicle [vehicle name] or Trailer [trailer name].” will display in event history list when driver went Driving without performing Pre-trip DVIR.

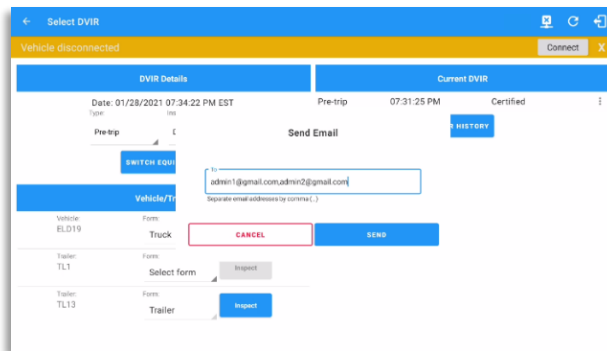
#### 5.4.11 Deleting a DVIR

Go to the **Current DVIR** section. This is where you can view a list of the DVIRs conducted within the Vehicle DVIR screen:

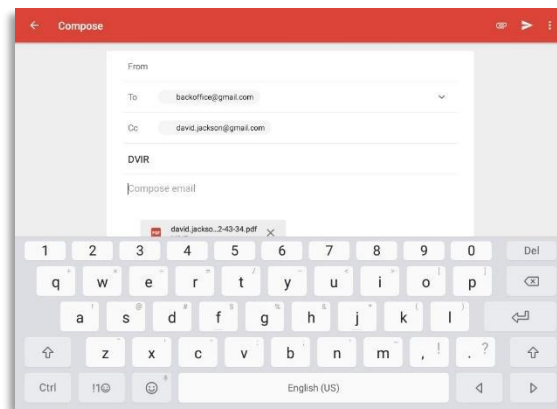
Current DVIR			
Pre-trip	08:46:06 AM	Certified	⋮

- Tap the **Email** button to send the completed DVIR to an intended recipient.
- Tap the **View** button to view the DVIR details (once submitted, this cannot be amended).
- Tap the **Remove** button to remove the DVIR (once DVIR is submitted, this cannot be removed).

#### 5.4.12 Emailing a DVIR



Emailing a DVIR via **Server**

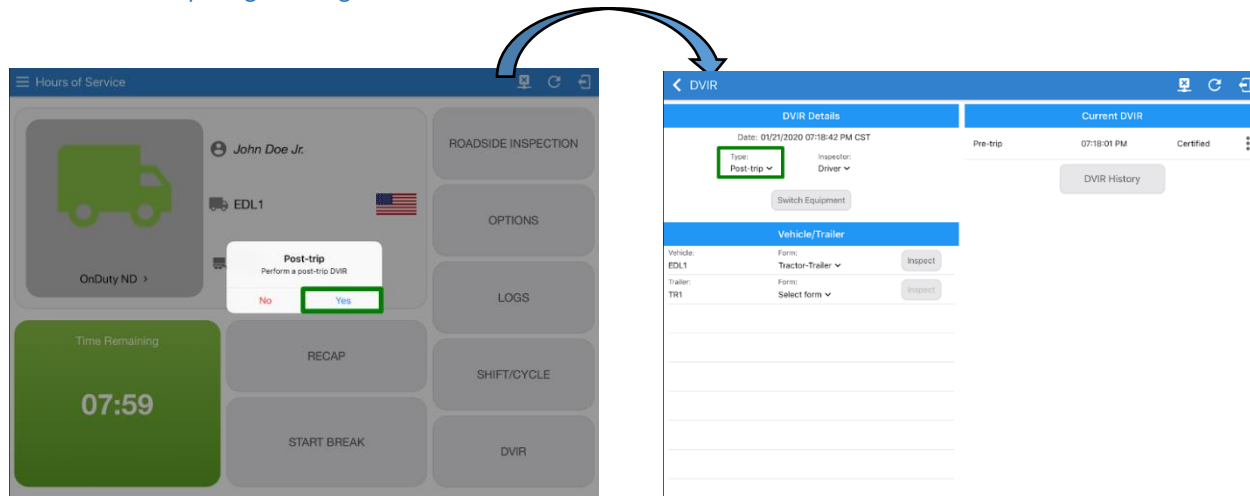


Emailing a DVIR via **Mobile App**

- If Email Sender is set to Server, a Send Email dialog will display when the driver taps Email button to send the completed DVIR. Enter the email address for the recipient. If the recipient is more than one, separate email addresses by comma.
- If Email Sender is set to Mobile App, an app will open (e.g. Gmail app will open for Android device) with a new message that has a DVIR Report PDF file attached.

**Note:** Email Sender option can be set in the **Portal > Account Settings** (under App Controls) > **Email Sender**.

### 5.4.13 Attempting to Logout



- If the user attempts to logout, a Post-trip DVIR dialog displays with the message "Perform a post-trip DVIR" with YES and NO buttons. Then tap the YES button. DVIR Type from Pre-trip automatically changes to Post-trip on the DVIR screen.

## 5.5 Added Feature for DVIR

As stated in Section 396.13 (b) and (c) of the Code of Federal Regulations, a 3<sup>rd</sup> signature is required to acknowledge that the driver has reviewed the last inspection report and required repairs have been performed. In order to comply with the FMCSA's requirement, we have redesigned the DVIR feature of the ELD. We have taken steps to ensure that the New DVIR feature maintains its user-friendly environment. This feature is now available on both Android and iOS devices.

### 5.5.1 Things You Need to Know

- A 3<sup>rd</sup> signature is only needed when there is/are defect/s from the last inspection.
- When there is/are no failed item/s from the last inspection, there is no need for a signature from the mechanic or reviewing driver.
- It is possible to inspect the same report using different devices or using the portal.
- If reviewing driver has new defect/s to report, the 3<sup>rd</sup> signature should be filled first before he can report new defect/s.

### 5.5.2 Common Flows to complete the 3 Signatures

#### A. Driver > Reviewing Driver

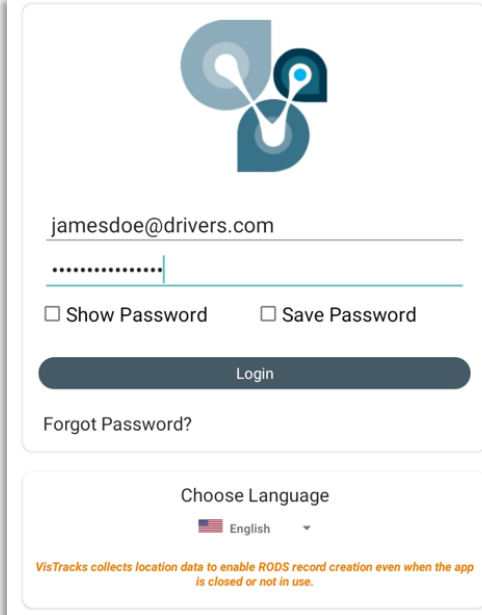
*-If the Driver has failed some item/s during his inspection, the reviewing driver will review the failed items and he/she can mark the failed item/s as Repair made, Repair Unnecessary, or Repair Necessary. In the report, the signature of Reviewing Driver will complete the 3<sup>rd</sup> Signature.*

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**Steps to perform:**➤ **On Driver's side:**

1. Login to the app.



James Doe

jamesdoe@drivers.com

.....

Show Password  Save Password

Login

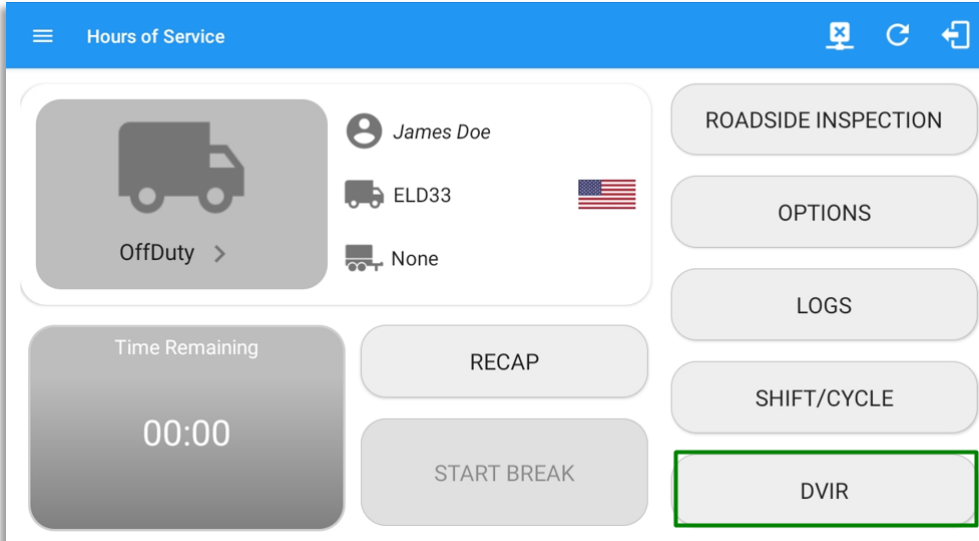
Forgot Password?

Choose Language

English

VisTracks collects location data to enable RODS record creation even when the app is closed or not in use.

2. After a successful login, the main dashboard will be shown.
3. Select DVIR.



Hours of Service

James Doe

ELD33

None

OffDuty >

Time Remaining

00:00

RECAP

START BREAK

ROADSIDE INSPECTION

OPTIONS

LOGS

SHIFT/CYCLE

DVIR

4. Make sure that you have selected a vehicle to inspect, also choose a DVIR form if there's no assigned DVIR form for that certain vehicle.

Select DVIR

DVIR Details

Date: 03/02/2022 12:22:25 am -0600

Type: Pre-trip Inspector: Driver

SWITCH EQUIPMENT

Current DVIR

No DVIR

DVIR HISTORY

Vehicle/Trailer

Vehicle: ELD33 Form: Truck

Inspect

## 5. Tap **Inspect**

Select DVIR

DVIR Details

Date: 03/02/2022 12:22:25 am -0600

Type: Pre-trip Inspector: Driver

SWITCH EQUIPMENT

Current DVIR

No DVIR

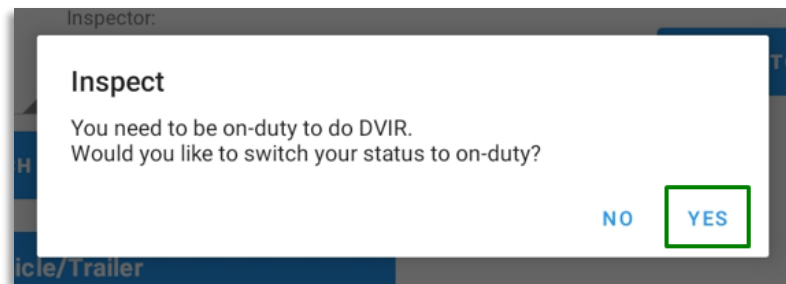
DVIR HISTORY

Vehicle/Trailer

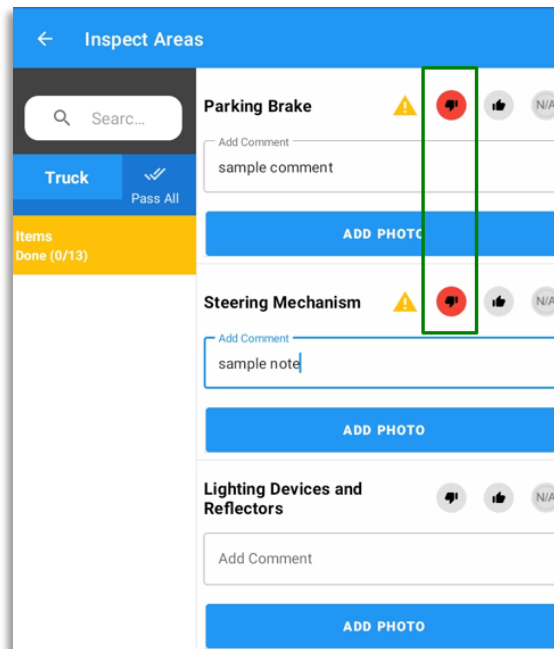
Vehicle: ELD33 Form: Truck

Inspect

6. A dialog will show up if you're duty status is not yet set to OnDuty. Tap **Yes** to change your duty status to OnDuty and to be able to proceed to Inspection.



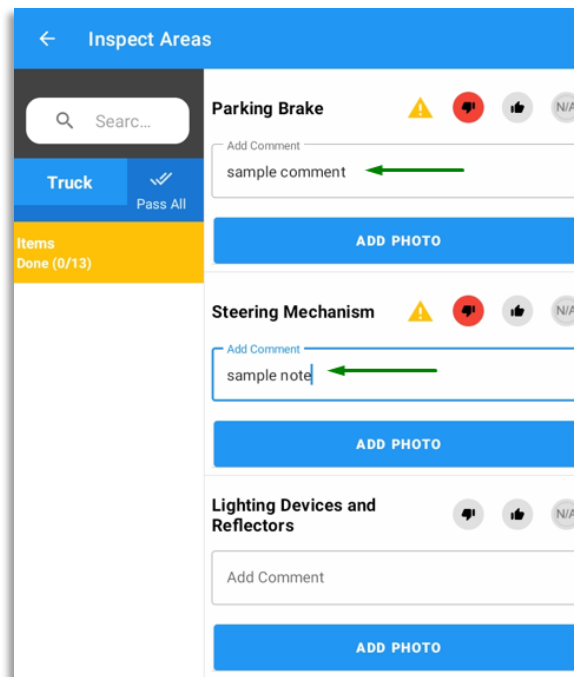
7. Assuming that there are failed item/s during the inspection, tap the **Thumbs Down** button.



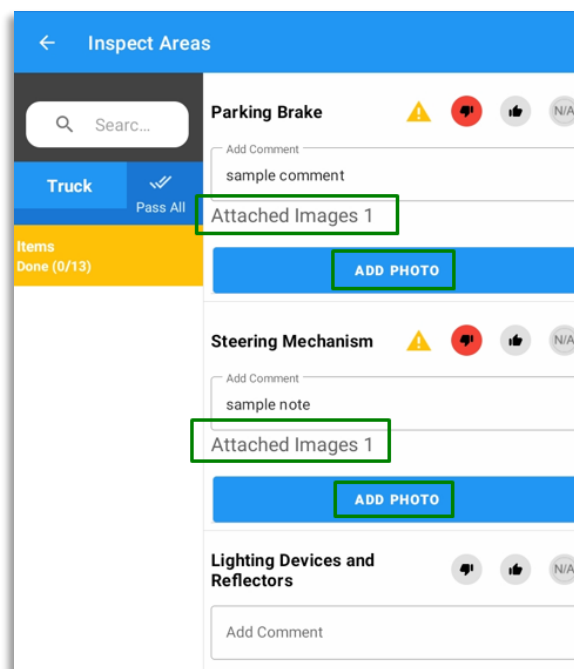
8. You can also change the severity of the failed item by tapping the warning icon. You can choose

either the severity is minor  or major .

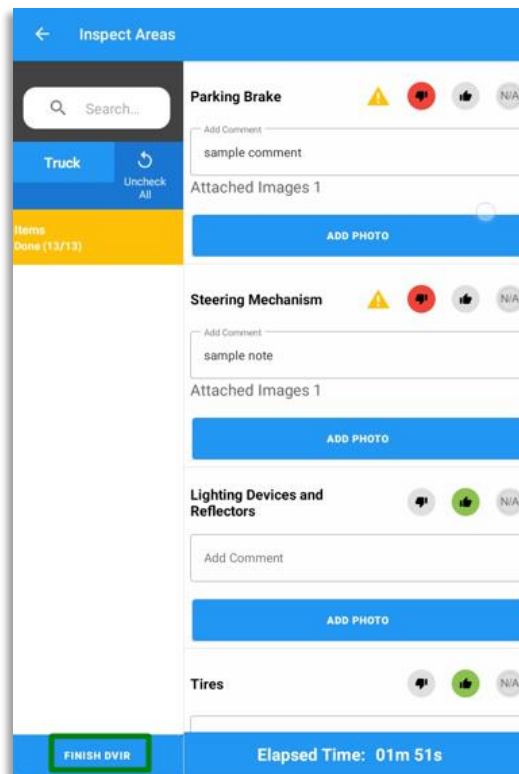
9. If you want to enter notes for the following items, you can add it to the **“Add Comment”** field.



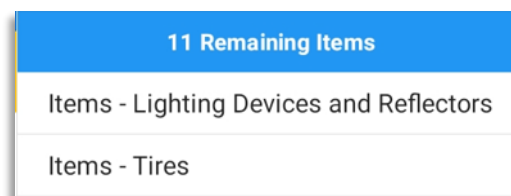
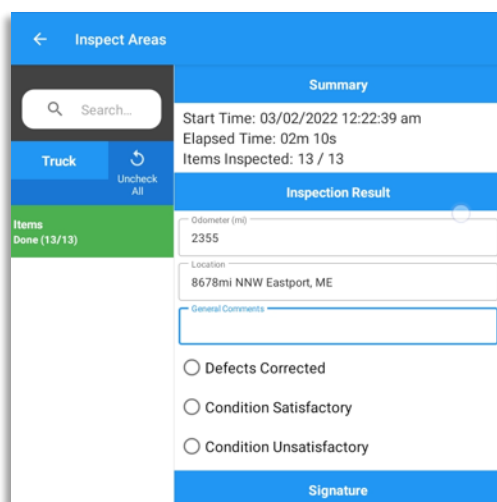
10. Also, if you want to add a photo for proof tap the “Add Photo” button.



11. After the inspection, tap **Finish DVIR** button found on the bottom left corner of the screen.



12. After tapping the **Finish DVIR** button, you will be redirected to the Summary Screen.



*Note: If there are items that you left unmarked, then it will display under the Remaining Items section. You need to mark the left items as Passed (thumbs up) or Failed (thumbs down) for you to proceed in certifying the DVIR.*

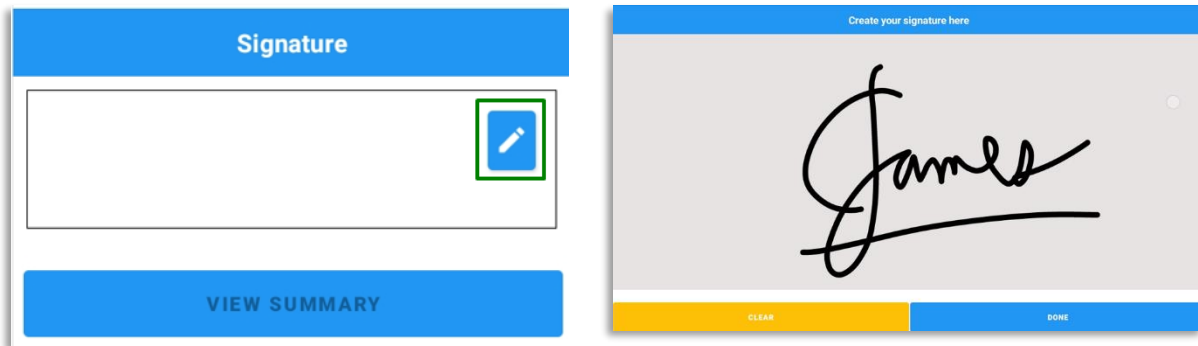
13. Driver can enter his comments/notes for the inspection in the **General Comments** field.

The screenshot shows the 'Inspect Areas' screen in the Azuga mobile app. The screen is divided into several sections: a top navigation bar with a back arrow and 'Inspect Areas' title; a search bar; a 'Truck' button and an 'Uncheck All' button; an 'Items Done (13/13)' indicator; a 'Summary' section with 'Start Time: 03/02/2022 12:22:39 am', 'Elapsed Time: 02m 21s', and 'Items Inspected: 13 / 13'; an 'Inspection Result' section with 'Odometer (mi): 2355', 'Location: 8678mi NNW Eastport, ME', and a 'General Comments' text field containing 'sample comment' with a green arrow pointing to it; and three radio button options: 'Defects Corrected', 'Condition Satisfactory', and 'Condition Unsatisfactory'.

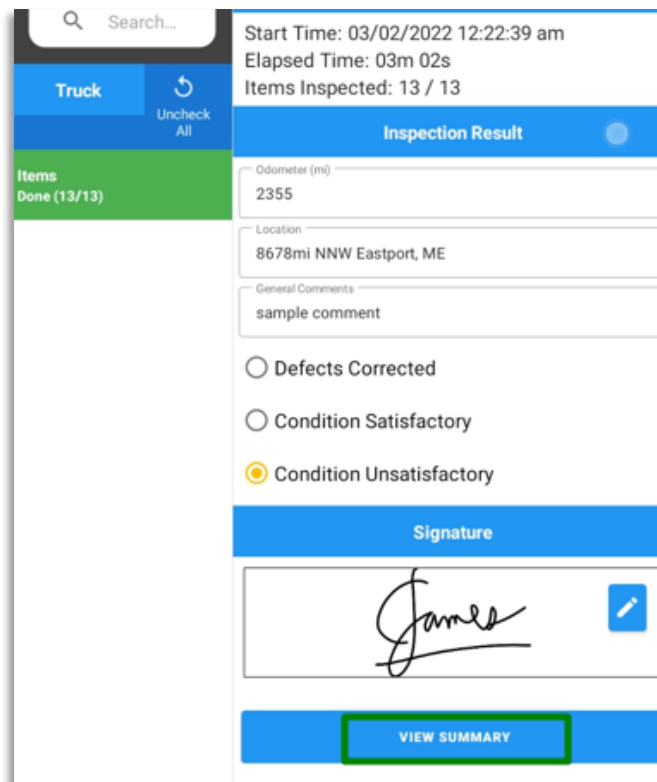
14. In the **Inspection Result** section, you are required to select the condition of the inspection: Defects Corrected, Condition Satisfactory, Condition Unsatisfactory.

The screenshot shows the 'Inspect Areas' screen in the Azuga mobile app, similar to the previous one. The 'General Comments' field is highlighted with a blue border. The 'Condition Unsatisfactory' radio button is selected and highlighted with a green box. The other radio buttons are 'Defects Corrected' and 'Condition Satisfactory'.

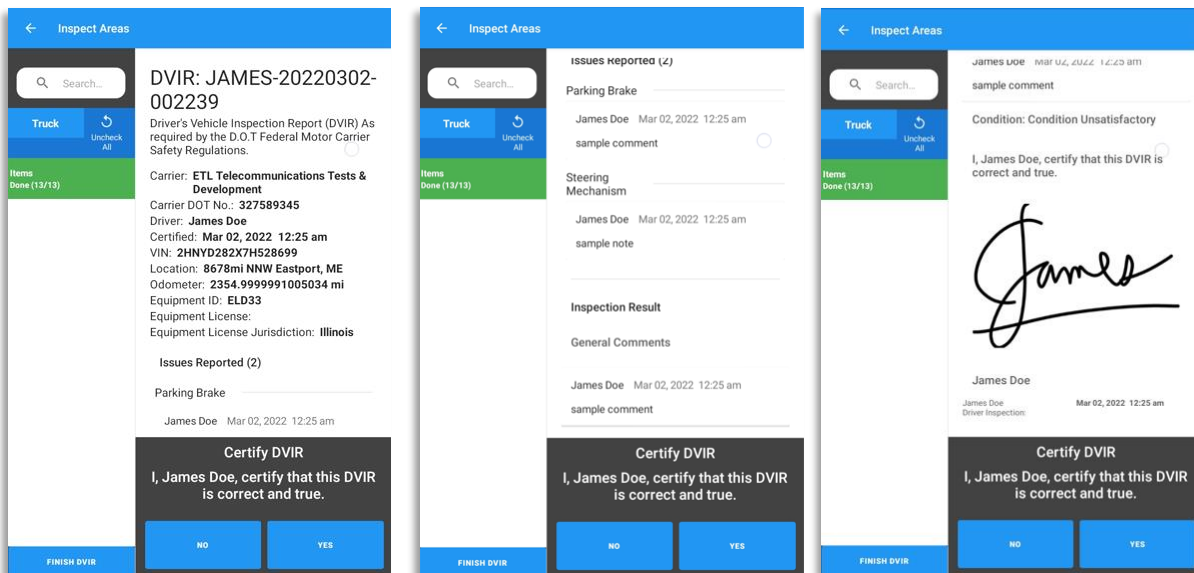
15. If you have not entered your signature yet, you can add your signature. Tap the **Edit** button, then create your signature in the blank space. Tap **Done** to save your signature.



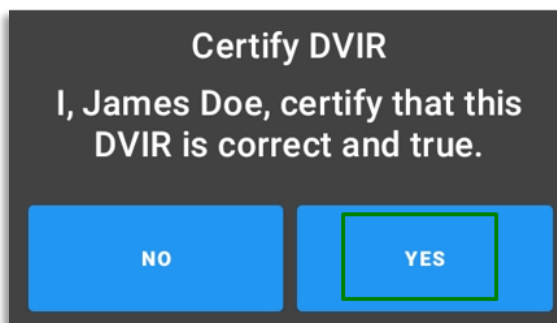
16. Tap the “View Summary” button.



17. You can now review the details you've entered before certifying the DVIR.



18. Tap the **Yes** button to certify the DVIR.





The certified DVIR report will be uploaded to the portal and the driver's signature will reflect in the first signature block of the report.


**ELD33**

	Items																		
	D			M			O			D			M			O			
	Prt	Pot	AdH	Prt	Pot	AdH	Prt	Pot	AdH	Prt	Pot	AdH	Prt	Pot	AdH	Prt	Pot	AdH	
Parking Brake	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Steering Mechanism	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Lighting Devices and Reflectors	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Tires	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Horns	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Windshield, Wipers, Washers	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Rear View Mirrors	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Wheels and Rims	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Emergency Equipment	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Load Securement	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Coupling Devices	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Service Brakes (Including Trailer Connections)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Hazmat Placarding / Shipping Papers	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>										

Comment: sample comment  
 Mechanic Comment:  
 Reviewing Driver Comment:

Condition Satisfactory  
 Defects Corrected  
 Condition Unsatisfactory

I Certify these entries are true and correct:

  
 \_\_\_\_\_  
 DRIVER'S SIGNATURE  
 James Doe  
 Mar 02, 2022 12:26 am

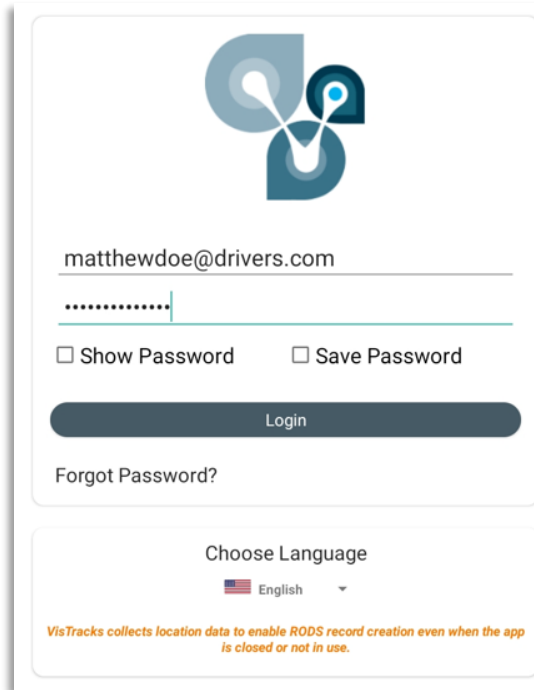
\_\_\_\_\_  
 MECHANIC'S SIGNATURE

\_\_\_\_\_  
 REVIEWING DRIVER'S SIGNATURE

DATE: 03/02/22

➤ **Reviewing Driver's side:**

1. For the reviewing driver, he must login to the app using his account.



matthewdoe@drivers.com

.....

Show Password  Save Password

Login

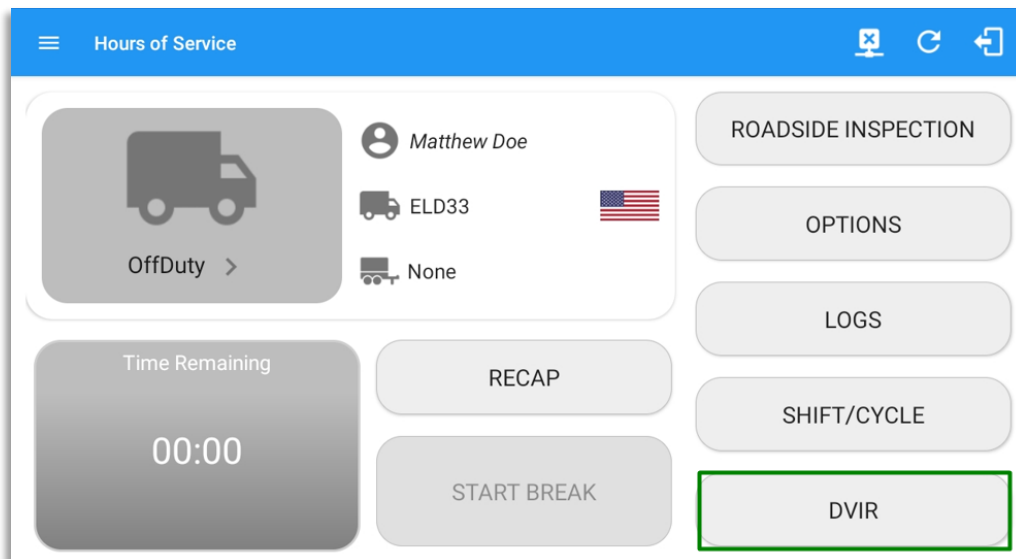
Forgot Password?

Choose Language

English

VisTracks collects location data to enable RODS record creation even when the app is closed or not in use.

2. After a successful login, the main dashboard will be shown.
3. Go to DVIR, select the vehicle that he will be inspecting. It must be the same vehicle that the Driver has inspected.



Hours of Service

Matthew Doe

ELD33

None

OffDuty >

Time Remaining

00:00

RECAP

START BREAK

ROADSIDE INSPECTION

OPTIONS

LOGS

SHIFT/CYCLE

DVIR

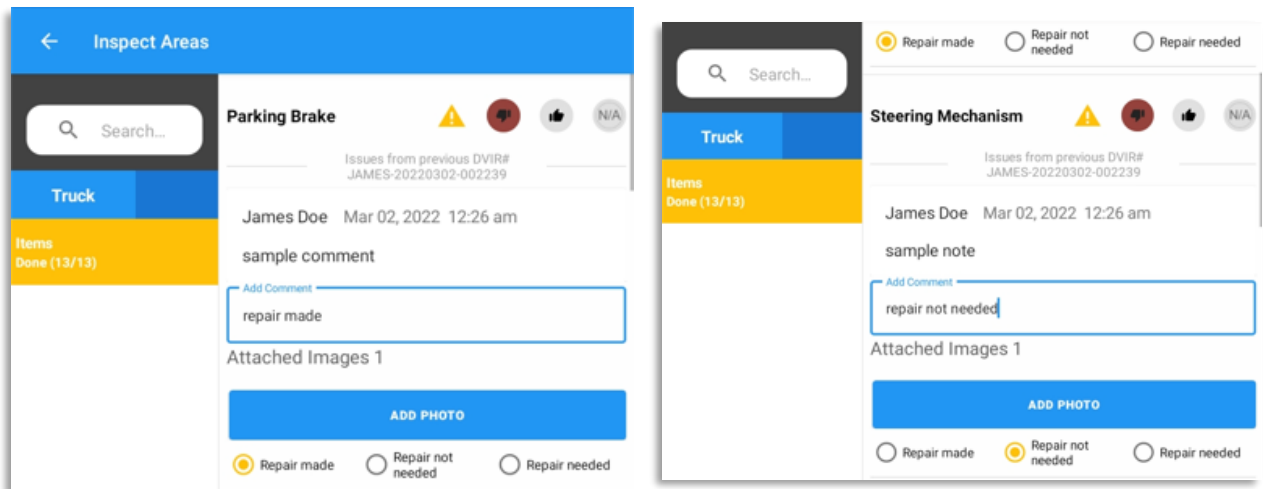
4. Select a form. The form should be the same as the Driver has selected from the previous inspection.

The screenshot shows the 'Select DVIR' interface. At the top, there is a blue header with a back arrow, the text 'Select DVIR', and three icons: a close icon, a refresh icon, and a share icon. Below the header, the screen is divided into two main sections: 'DVIR Details' and 'Current DVIR'. The 'DVIR Details' section contains the following information: Date: 03/02/2022 12:30:21 am -0600, Type: Pre-trip, and Inspector: Driver. Below this information is a 'SWITCH EQUIPMENT' button. The 'Current DVIR' section shows 'No DVIR' and a 'DVIR HISTORY' button. At the bottom, there is a 'Vehicle/Trailer' section with a blue header. It contains two fields: 'Vehicle: ELD33' and 'Form: Truck'. The 'Form: Truck' field is highlighted with a green box, and an 'Inspect' button is located to its right.

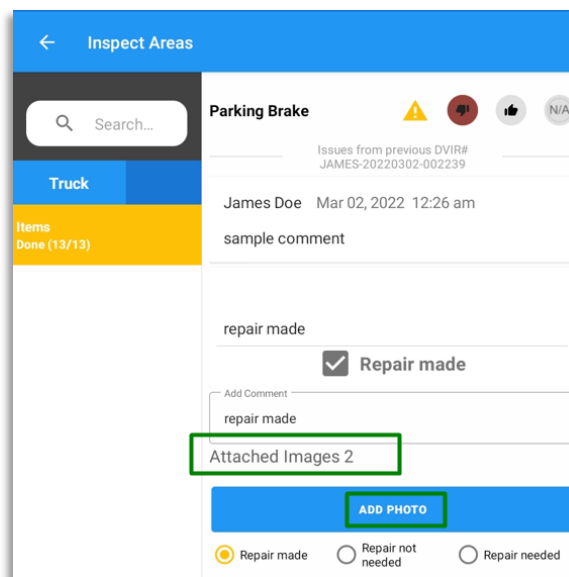
5. Tap the **Inspect** button.

This screenshot is identical to the one above, showing the 'Select DVIR' interface. The 'Vehicle/Trailer' section is visible, with 'Vehicle: ELD33' and 'Form: Truck'. In this screenshot, the 'Inspect' button is highlighted with a green box, indicating the action to be taken.

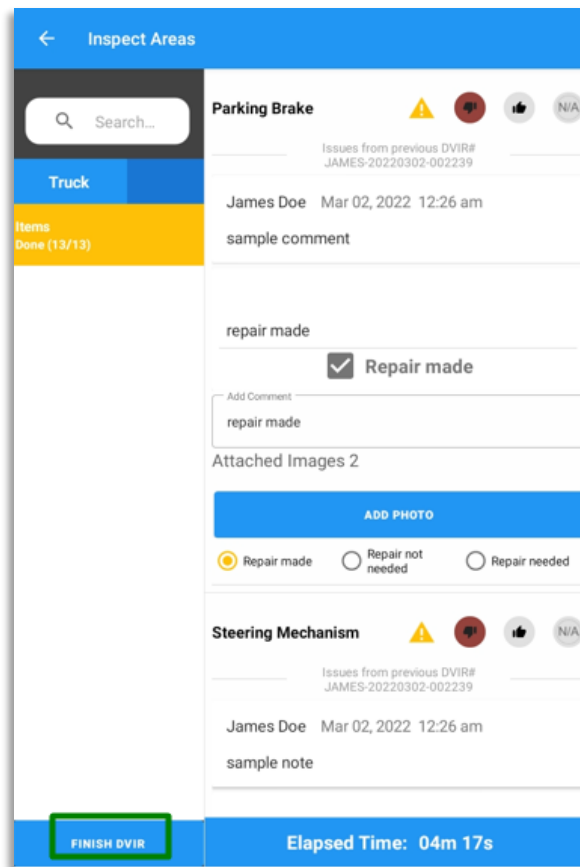
6. The reviewing driver can now mark the failed item as 'Repair Made' (if the failed item has been repaired), Repair Unnecessary (if the failed item doesn't need repair), Repair Necessary (if the failed item is defective or has not yet been repaired). Reviewing driver doesn't have the ability to edit the passed items, if he encountered defective item during his inspection and it was marked by the Driver as Passed then he will need to create a different report (to be discussed in the next steps).



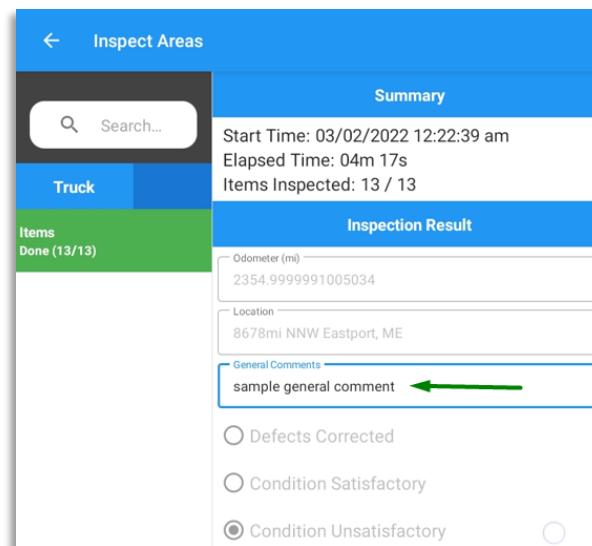
7. The reviewing driver has also the ability to add comment and add additional photo for proof of inspection.



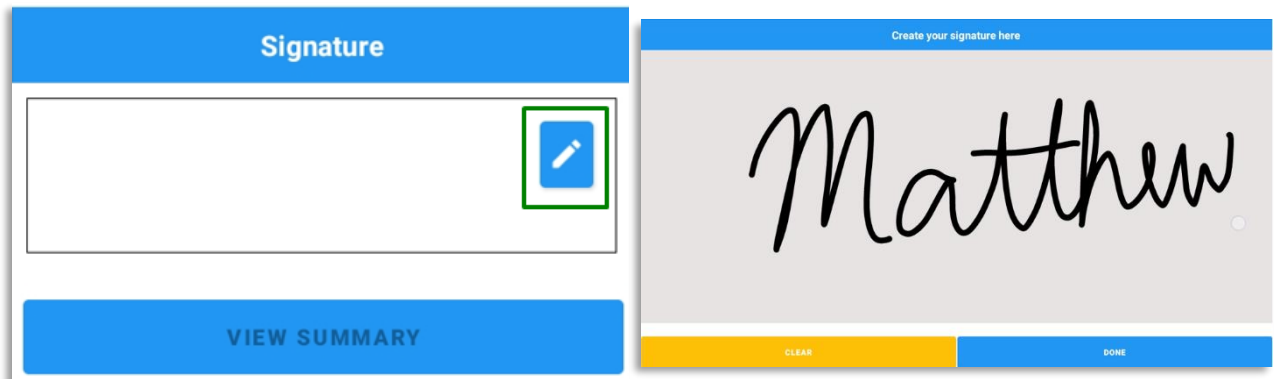
8. After the reviewing driver is done with the inspection, tap **Finish DVIR** button.



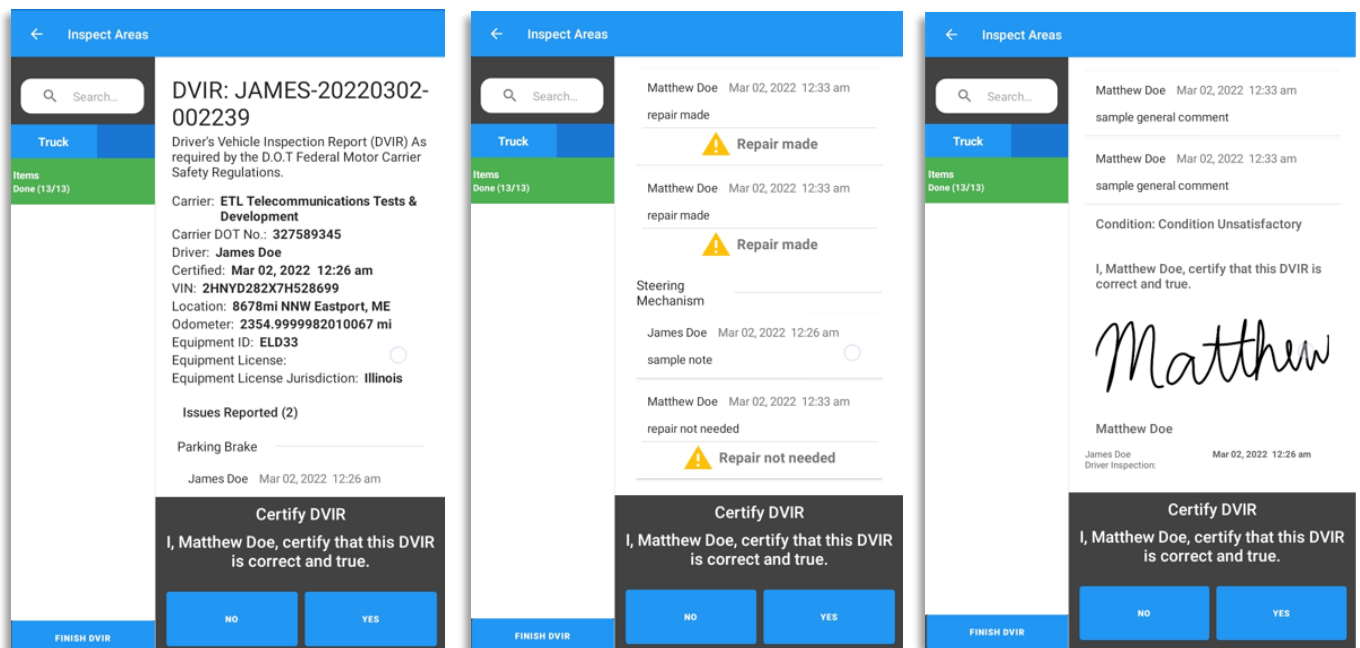
9. Reviewing driver can enter his comment/notes during his inspection.



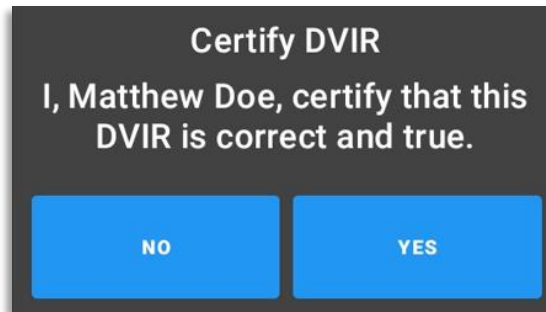
10. He is required to enter his signature.



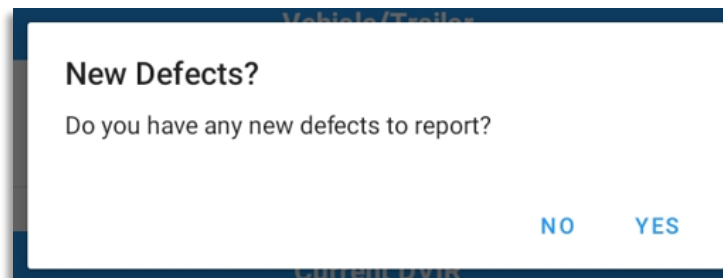
11. He can now tap the **View Summary** and review the details. In the summary screen, the current user can review the comments made by the past inspectors.



12. If he is done reviewing the summary, Tap **Yes** to certify the DVIR.



13. After the successful certification of DVIR, a dialog will show up. Asking if you want to Report new defects or no. (*this will be discussed on Section 4*)



The Certified DVIR will be uploaded to the portal and the reviewing driver's signature will fill both the mechanic and reviewing driver's signature blocks. Since there is no mechanic to review the defects found, the reviewing driver will review the defects if it needs repair, or it is unnecessary.


**ELD33**

	Items																		
	D			M			O			D			M			O			
	Prt	Pot	AdH	Prt	Pot	AdH	Prt	Pot	AdH	Prt	Pot	AdH	Prt	Pot	AdH	Prt	Pot	AdH	
Parking Brake	☒	☐	☐	☑	☐	☐	☑	☐	☐	☒	☐	☐	☑	☐	☐	☑	☐	☐	
Lighting Devices and Reflectors	☑	☐	☐	☑	☐	☐	☑	☐	☐	☑	☐	☐	☑	☐	☐	☑	☐	☐	
Horns	☑	☐	☐	☑	☐	☐	☑	☐	☐	☑	☐	☐	☑	☐	☐	☑	☐	☐	
Rear View Mirrors	☑	☐	☐	☑	☐	☐	☑	☐	☐	☑	☐	☐	☑	☐	☐	☑	☐	☐	
Emergency Equipment	☑	☐	☐	☑	☐	☐	☑	☐	☐	☑	☐	☐	☑	☐	☐	☑	☐	☐	
Coupling Devices	☑	☐	☐	☑	☐	☐	☑	☐	☐	☑	☐	☐	☑	☐	☐	☑	☐	☐	
Hazmat Placarding / Shipping Papers	☑	☐	☐	☑	☐	☐	☑	☐	☐	☑	☐	☐	☑	☐	☐	☑	☐	☐	
										Steering Mechanism	☒	☐	☐	☑	☐	☐	☑	☐	☐
										Tires	☑	☐	☐	☑	☐	☐	☑	☐	☐
										Windshield, Wipers, Washers	☑	☐	☐	☑	☐	☐	☑	☐	☐
										Wheels and Rims	☑	☐	☐	☑	☐	☐	☑	☐	☐
										Load Securement	☑	☐	☐	☑	☐	☐	☑	☐	☐
										Service Brakes (Including Trailer Connections)	☑	☐	☐	☑	☐	☐	☑	☐	☐

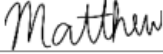
Comment: sample comment  
 Mechanic Comment: sample general comment  
 Reviewing Driver Comment: sample general comment

Condition Satisfactory  
 Defects Corrected  
 Condition Unsatisfactory


I Certify these entries are true and correct:



DRIVER'S SIGNATURE  
James Doe  
Mar 02, 2022 12:26 am



MECHANIC'S SIGNATURE  
Matthew Doe  
Mar 02, 2022 12:33 am



REVIEWING DRIVER'S SIGNATURE  
Matthew Doe  
Mar 02, 2022 12:33 am

DATE: 03/02/22

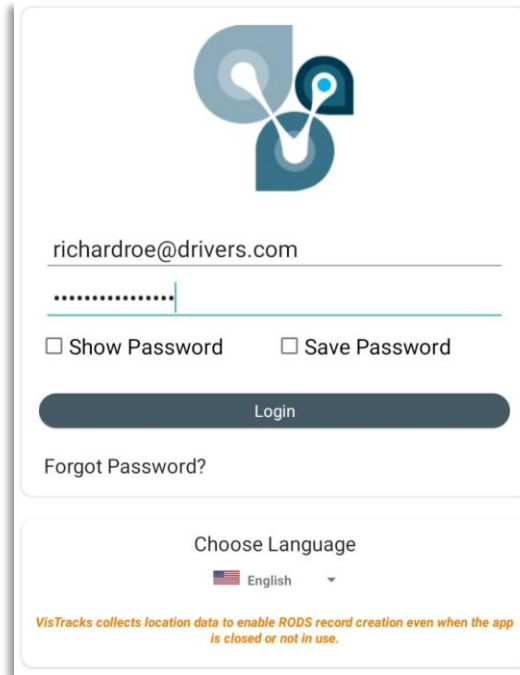
## B. Driver > Mechanic > Reviewing Driver

*-If the Driver has failed some items during his inspection, then the Mechanic will now review the report. The Mechanic can mark the failed item/s as Repair Made, Repair Unnecessary, or Repair Necessary. After the mechanic has certified his DVIR inspection, the Reviewing Driver can now do a review. He also has the ability to mark the failed item/s as Repair Made, Repair Unnecessary, or Repair Necessary. The signature of the reviewing driver will complete the 3<sup>rd</sup> signature.*



**Steps to perform:****➤ On Driver's side:**

1. Login to the app.



richardroe@drivers.com

.....

Show Password     Save Password

Login

Forgot Password?

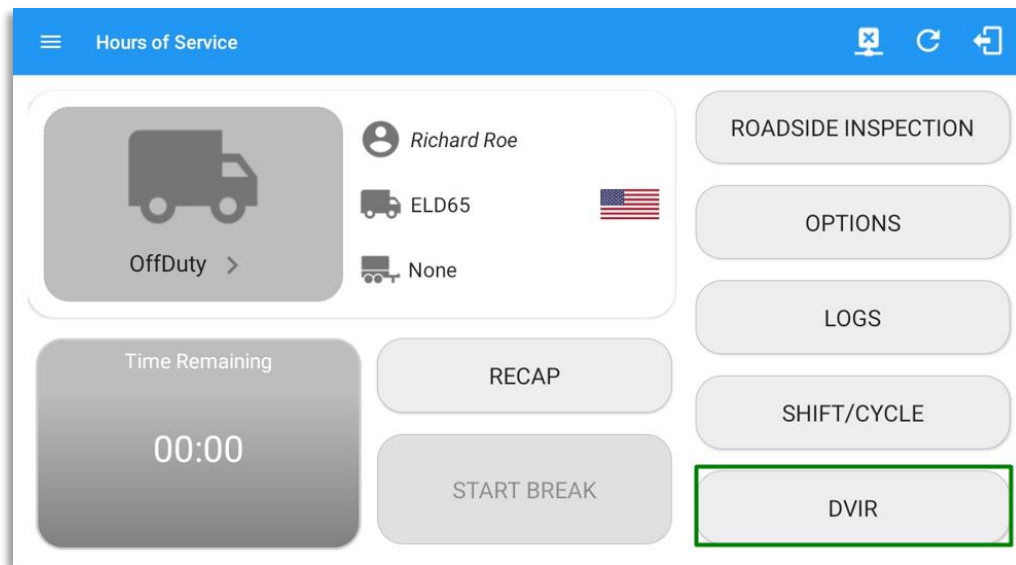
Choose Language

English

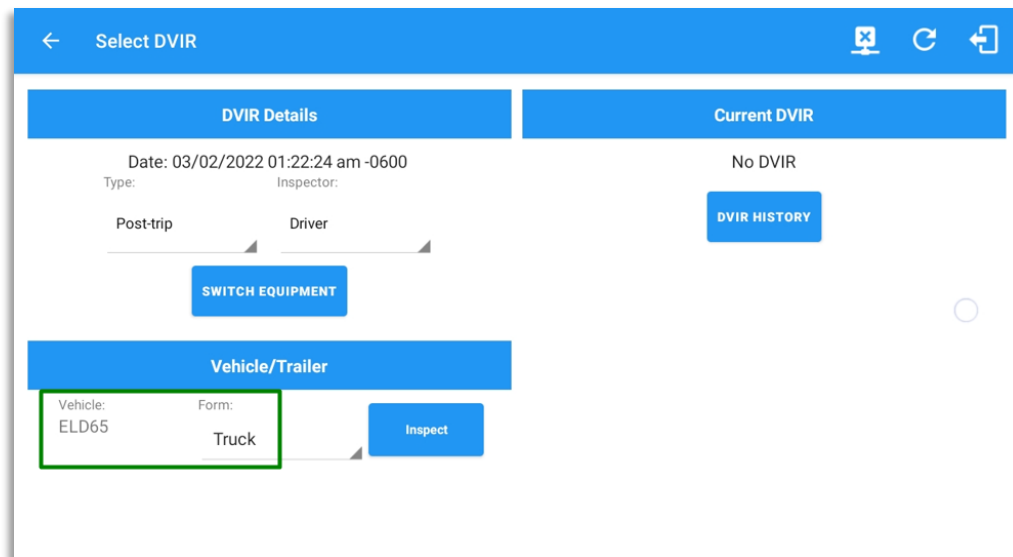
VisTracks collects location data to enable RODS record creation even when the app is closed or not in use.

2. After a successful login, the main dashboard will be shown.

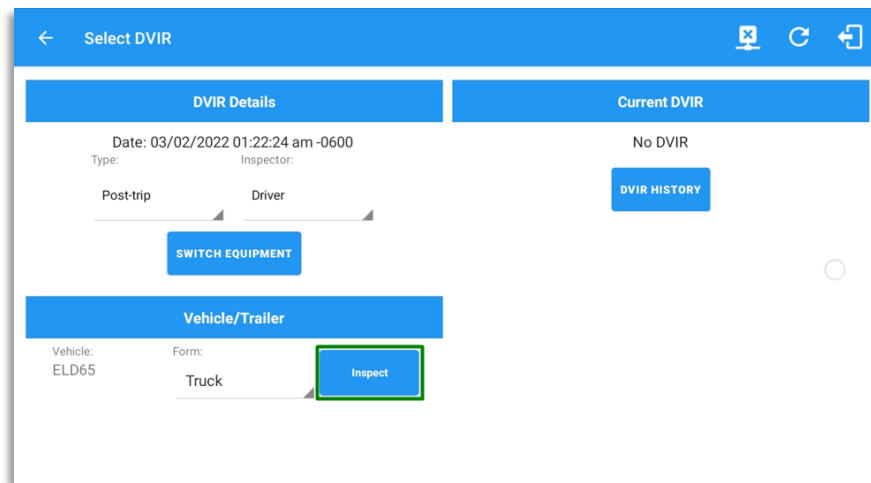
3. Select DVIR.



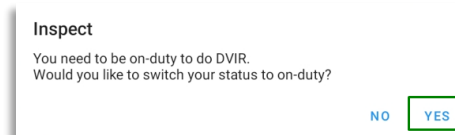
4. Make sure that you have selected a vehicle to inspect, also choose a DVIR form if there's no assigned DVIR form for that certain vehicle.



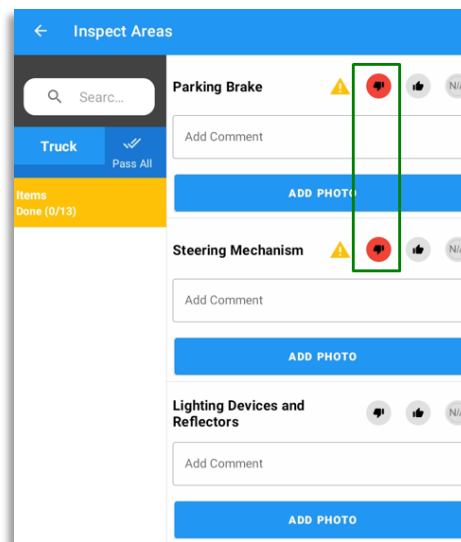
5. Tap **Inspect**



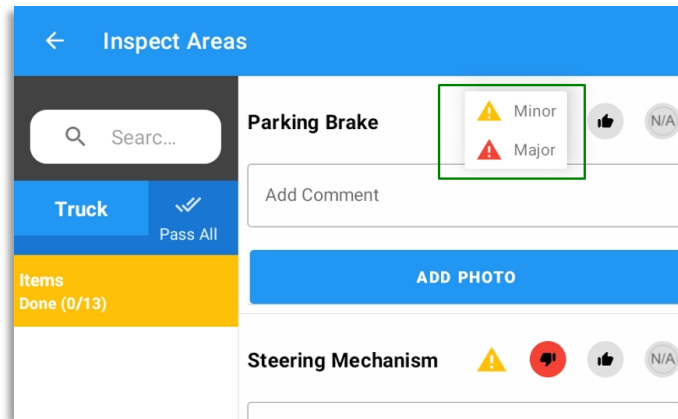
6. A dialog will show up if you're duty status is not yet set to OnDuty. Tap **Yes** to change your duty status to OnDuty and to be able to proceed to Inspection.



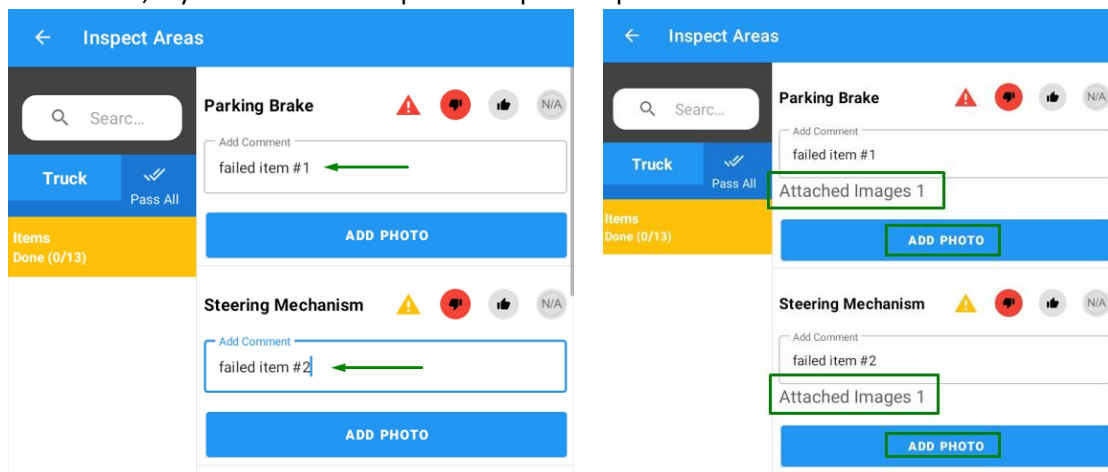
7. Assuming that there are failed item/s during the inspection, tap the **Thumbs Down** button.



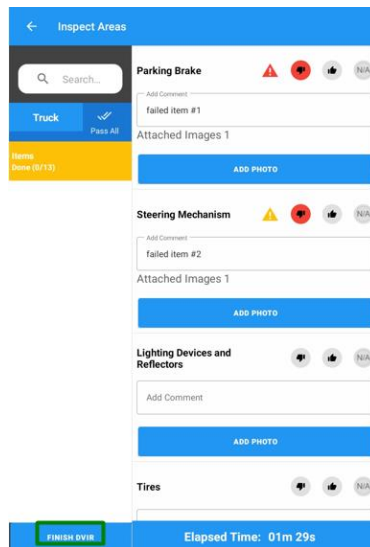
8. You can also change the severity of the failed item by tapping the warning icon. You can choose either the severity is minor or major.



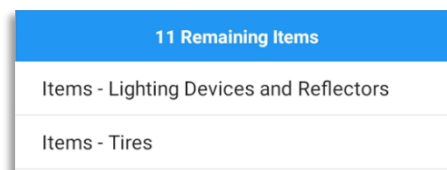
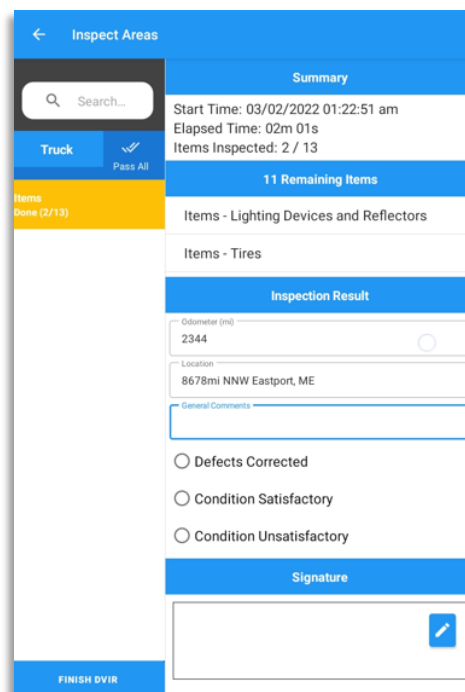
9. If you want to enter notes for the following items, you can add it to the “Add Comment” field. Also, if you want to add a photo for proof tap the “Add Photo” button.



10. After the inspection, tap **Finish DVIR** button found on the bottom left corner of the screen.



11. After tapping the Finish DVIR button, you will be redirected to the Summary Screen. If there are items that you left unmarked, then it will display under the Remaining Items section. You need to mark the left items as Passed (thumbs up) or Failed (thumbs down) for you to proceed in certifying the DVIR.



*Note: If there are items that you left unmarked, then it will display under the Remaining Items section. You need to mark the left items as Passed (thumbs up) or*

12. In the **Inspection Result** section, you are required to select the condition of the inspection: Defects Corrected, Condition Satisfactory, Condition Unsatisfactory. You can also add a comment or note regarding the inspection result.

The image shows two screenshots of the 'Inspect Areas' app interface. Both screenshots display the 'Summary' section with the following information: Start Time: 03/02/2022 01:22:51 am, Elapsed Time: 03m 03s, and Items Inspected: 13 / 13. The 'Inspection Result' section contains the following fields: Odometer (mi) 2344, Location 8678mi NNW Eastport, ME, and General Comments comment sample. Below these fields are three radio buttons: Defects Corrected, Condition Satisfactory, and Condition Unsatisfactory. In the right screenshot, the 'Condition Unsatisfactory' radio button is selected and highlighted with a green box.

13. If you have not entered your signature yet, you can add your signature. Tap the **Edit** button, then create your signature in the blank space. Tap **Done** to save your signature.

The image shows two screenshots of the 'Signature' screen. Both screenshots display a blue header with the word 'Signature' and a 'VIEW SUMMARY' button at the bottom. The left screenshot shows a blank white signature area with a blue edit icon (a pencil) in the top right corner. The right screenshot shows the same area with the signature 'Richard' written in cursive and the blue edit icon.

14. Tap the “**View Summary**” button. You can now review the details you’ve entered before certifying the DVIR.

The screenshots illustrate the DVIR certification process in the Azuga mobile app. The first screen displays the DVIR details for RICHARD-202203 02-012251, including carrier information (ETL Telecommunications Tests & Development), driver name (Richard Roe), and inspection date (Mar 02, 2022 01:27 am). The second screen shows the 'Issues Reported' section with two items: 'Parking Brake' and 'Steering Mechanism'. The third screen shows the 'General Comments' section with a signature and the text 'Condition: Condition Unsatisfactory'.

15. Tap the **Yes** button to certify the DVIR.

The image shows a close-up of the 'Certify DVIR' screen. The text reads: "Certify DVIR I, Richard Roe, certify that this DVIR is correct and true." Below the text are two blue buttons labeled "NO" and "YES".

After certifying the DVIR, the report will be uploaded to the portal. The signature of the Driver will now be visible on the first signature block. (See certified DVIR report below)


ELD65

	Items																	
	D			M			O											
	Prt	Pot	AdH	Prt	Pot	AdH	Prt	Pot	AdH									
Parking Brake	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Steering Mechanism	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Lighting Devices and Reflectors	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Tires	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Horns	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Windshield, Wipers, Washers	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Rear View Mirrors	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Wheels and Rims	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Emergency Equipment	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Load Securement	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Coupling Devices	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Service Brakes (Including Trailer Connections)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Hazmat Placarding / Shipping Papers	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>									

Comment: **comment sample**  
 Mechanic Comment:  
 Reviewing Driver Comment:

- Condition Satisfactory
- Defects Corrected
- Condition Unsatisfactory

I Certify these entries are true and correct:

  
 DRIVER'S SIGNATURE  
 Richard Roe  
 Mar 02, 2022 01:28 am

MECHANIC'S SIGNATURE

REVIEWING DRIVER'S SIGNATURE

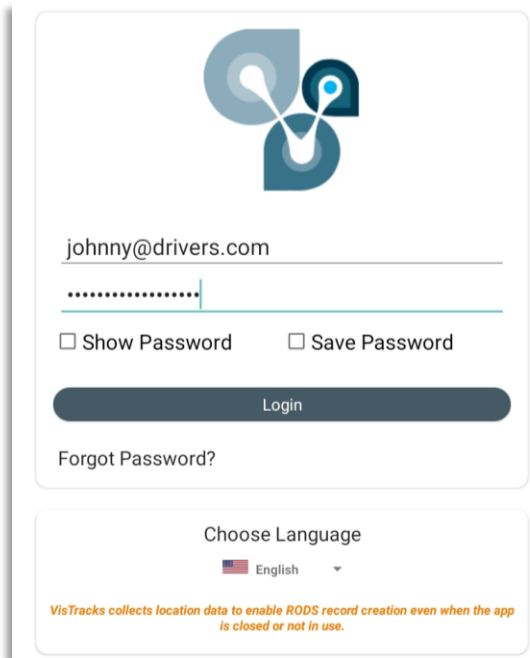
DATE: 03/02/22



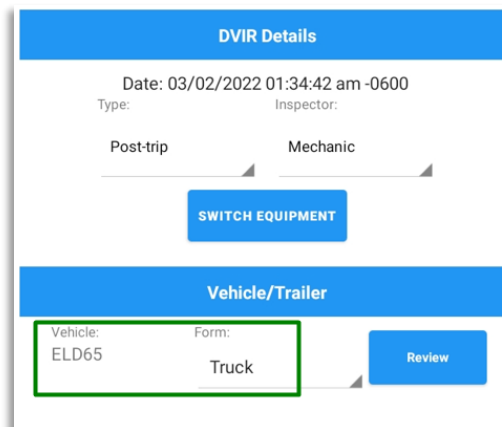
➤ **Mechanic's side:**

If the driver has failed items during his inspection and he asked a mechanic to do repairs on the failed items, the mechanic should update the failed items by inspecting the same report. He should also add his signature to the report.

1. Login mechanic to the app. If mechanic doesn't have an existing account, the Driver can let him inspect the DVIR through his account and set the inspector to Mechanic.



2. After a successful login, the main dashboard will be shown.
3. Go to DVIR, select the vehicle that he will be inspecting. It must be the same vehicle that the Driver has inspected. Also, select Inspector as "Mechanic".



4. Select a form. The form should be the same as the Driver has selected from the previous inspection.
5. Tap the **Review** button.

**DVIR Details**

Date: 03/02/2022 01:34:42 am -0600  
 Type: Post-trip Inspector: Mechanic

**SWITCH EQUIPMENT**

**Vehicle/Trailer**

Vehicle: ELD65 Form: Truck **Review**

6. The mechanic can now mark the failed item as Repair Made (if the failed item has been repaired), Repair Unnecessary (if the failed item doesn't need repair), Repair Necessary (if the failed item is defective or has not yet been repaired).

**Inspect Areas**

**Steering Mechanism**

Issues from previous DVIR# RICHARD-20220302-012251

Richard Roe Mar 02, 2022 01:28 am

failed item #2

Add Comment: repair is needed

Attached Images 1

**ADD PHOTO**

Repair made  Repair not needed  Repair needed

**Inspect Areas**

**Parking Brake**

Issues from previous DVIR# RICHARD-20220302-012251

Richard Roe Mar 02, 2022 01:28 am

failed item #1

Add Comment: made repair

Attached Images 1

**ADD PHOTO**

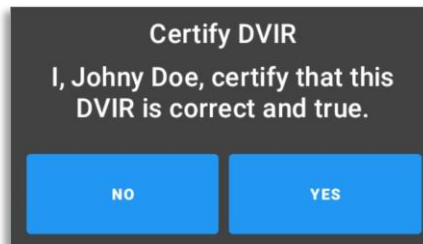
Repair made  Repair not needed  Repair needed

7. The mechanic has also the ability to add comment and add additional photo for proof of inspection.

8. After the mechanic is done with the inspection, tap **Finish DVIR** button.
9. Mechanic driver can enter his comment/notes during his inspection.

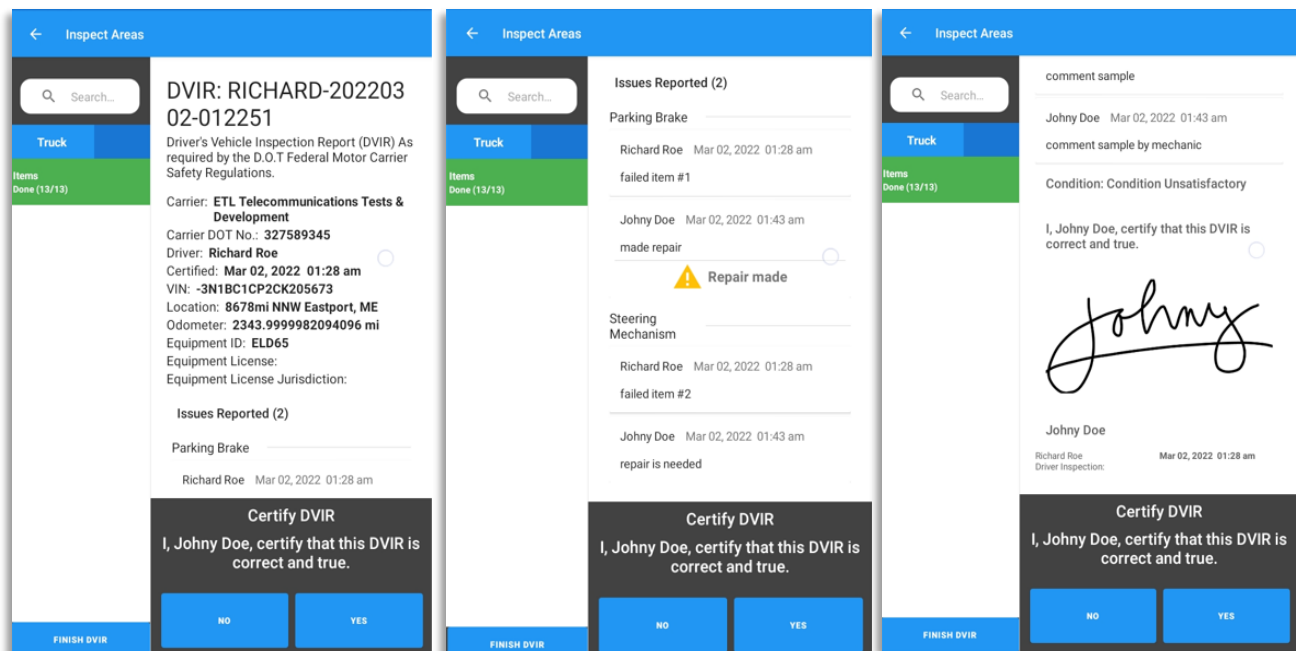
10. He is required to enter his signature. If he is using the driver's account, he can replace the signature by his signature.

11. He can now tap the **View Summary** and review the details. In the summary screen, the current user can review the comments made by the past inspectors.
12. If he is done reviewing the summary, Tap **Yes** to certify the DVIR.



13. After the successful certification of DVIR, it is now ready for Reviewing Driver’s review.

After the certification of DVIR report made by mechanic, the report will be uploaded to the portal. As you can see in the certified DVIR report below, the signature of mechanic is present after the driver’s signature.




ELD65


	Items																		
	D			M			O				D			M			O		
	Prt	Pot	AdH	Prt	Pot	AdH	Prt	Pot	AdH		Prt	Pot	AdH	Prt	Pot	AdH	Prt	Pot	AdH
Parking Brake	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Steering Mechanism	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Lighting Devices and Reflectors	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Tires	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Horns	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Windshield, Wipers, Washers	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Rear View Mirrors	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Wheels and Rims	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Emergency Equipment	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Load Securement	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Coupling Devices	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Service Brakes (Including Trailer Connections)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Hazmat Placarding / Shipping Papers	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>										

Comment: comment sample  
 Mechanic Comment: comment sample by mechanic  
 Reviewing Driver Comment:

- Condition Satisfactory
- Defects Corrected
- Condition Unsatisfactory

I Certify these entries are true and correct:

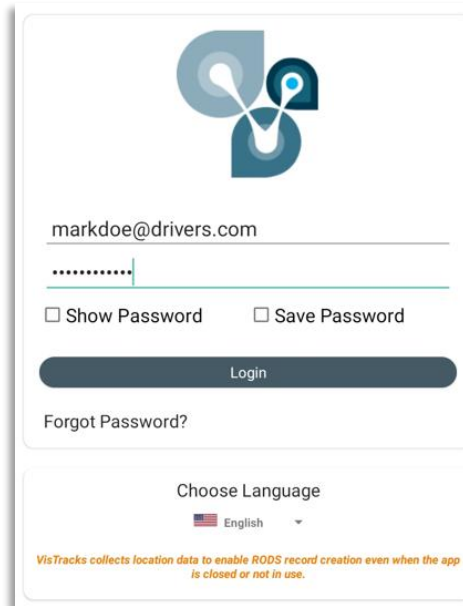
  
 DRIVER'S SIGNATURE  
 Richard Roe  
 Mar 02, 2022 01:28 am

  
 MECHANIC'S SIGNATURE  
 Johny Doe  
 Mar 02, 2022 01:44 am  
 DATE: 03/02/22

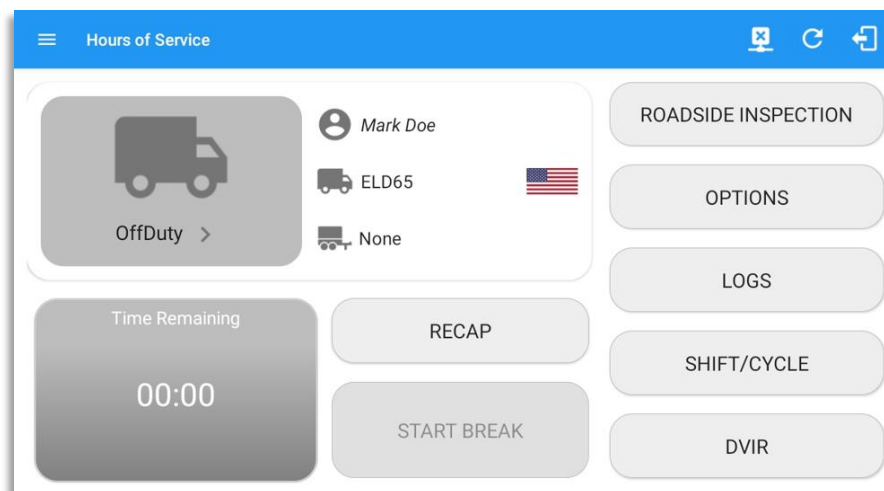
\_\_\_\_\_  
 REVIEWING DRIVER'S SIGNATURE

➤ **Reviewing Driver's side:**

1. For the reviewing driver, he must login to the app using his account.



2. After a successful login, the main dashboard will be shown.
3. Go to DVIR, select the vehicle that he will be inspecting. It must be the same vehicle that the Driver has inspected.



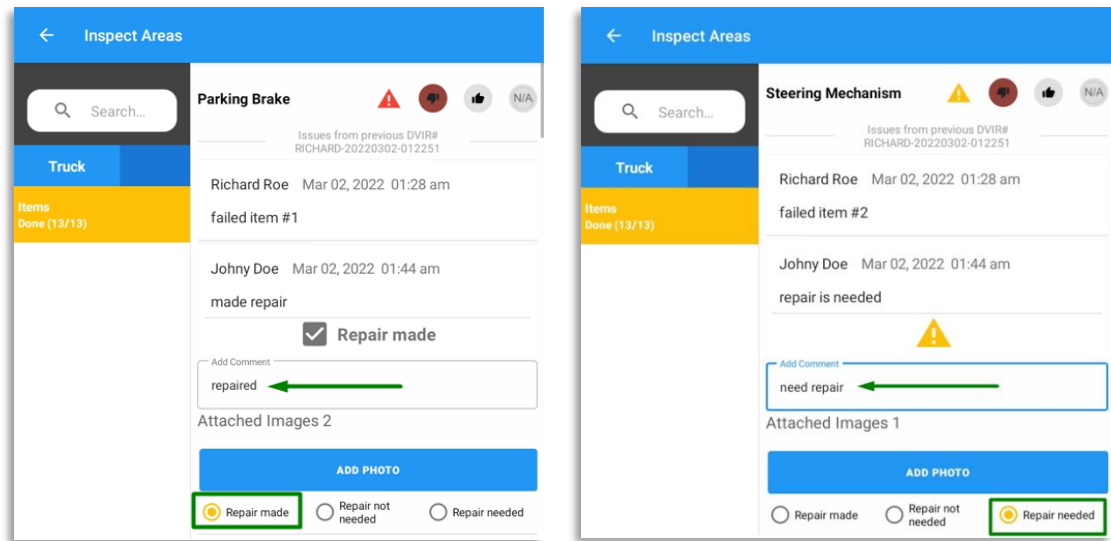
4. Select a form. The form should be the same as the Driver has selected from the previous inspection.

The screenshot shows the 'Select DVIR' screen. At the top, there is a blue header with a back arrow, the text 'Select DVIR', and three icons: a magnifying glass, a refresh symbol, and a share symbol. Below the header, the screen is divided into two main sections: 'DVIR Details' and 'Current DVIR'. The 'DVIR Details' section contains the following information: Date: 03/02/2022 01:49:34 am -0600, Type: Post-trip, and Inspector: Driver. Below this information is a 'SWITCH EQUIPMENT' button. The 'Current DVIR' section shows 'No DVIR' and a 'DVIR HISTORY' button. At the bottom, there is a 'Vehicle/Trailer' section with 'Vehicle: ELD65' and 'Form: Truck'. An 'Inspect' button is located to the right of the 'Form: Truck' field.

5. Tap the **Inspect** button.

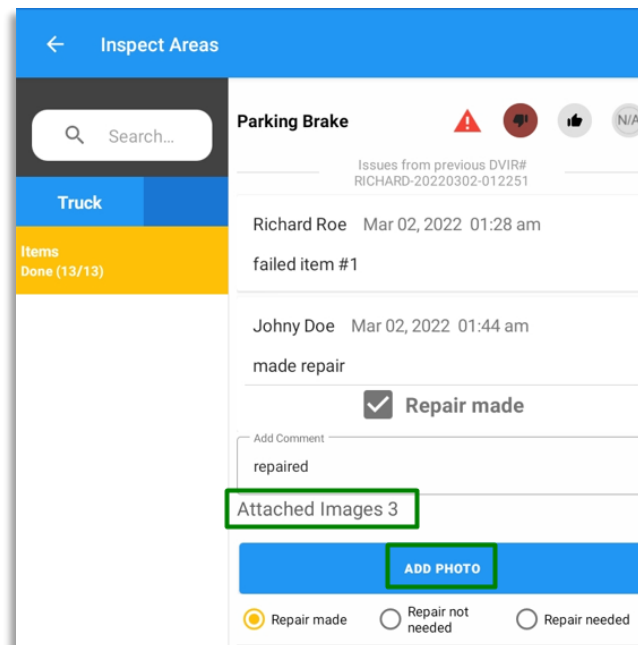
This screenshot is identical to the one above, but with a green rectangular box highlighting the 'Inspect' button in the 'Vehicle/Trailer' section.

6. The reviewing driver can now mark the failed item as Repair Made (if the failed item has been repaired), Repair Unnecessary (if the failed item doesn't need repair), Repair Necessary (if the failed item is defective or has not yet been repaired). Reviewing driver doesn't have the ability to edit the passed items, if he encountered defective item during his inspection and it was marked by the Driver as Passed then he will need to create a different report (to be discussed in Section 4).



Note: If mechanic has made repairs  Repair made or set the status to repair not needed  Repair not needed, it will reflect during the inspection of reviewing driver.

- The reviewing driver has also the ability to add comment and add additional photo for proof of inspection.





8. After the reviewing driver is done with the inspection, tap **Finish DVIR** button.
9. Reviewing driver can enter his comment/notes during his inspection.

Inspect Areas

Search...

Truck

Items Done (13/13)

Summary

Start Time: 03/02/2022 01:22:51 am  
Elapsed Time: 05m 15s  
Items Inspected: 13 / 13

Inspection Result

Odometer (mi)  
2343.9999982094096

Location  
8678mi NNW Eastport, ME

General Comments  
comment sample by reviewer

Defects Corrected  
 Condition Satisfactory  
 Condition Unsatisfactory

Signature

Mark

VIEW SUMMARY

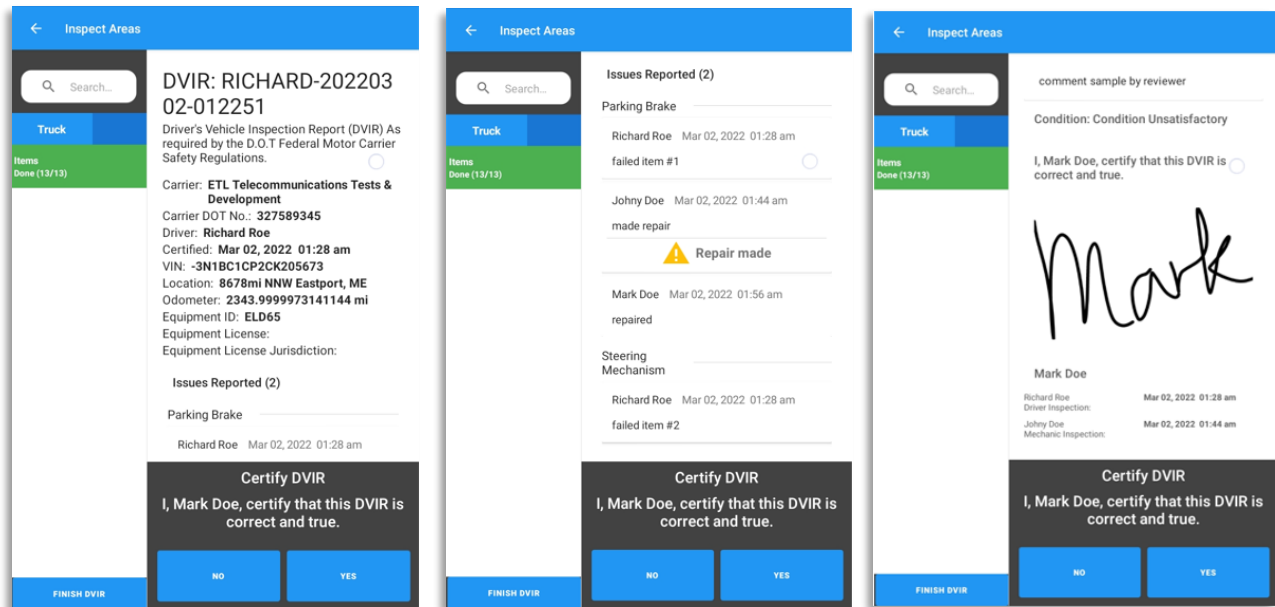
10. He is required to enter his signature.

Signature

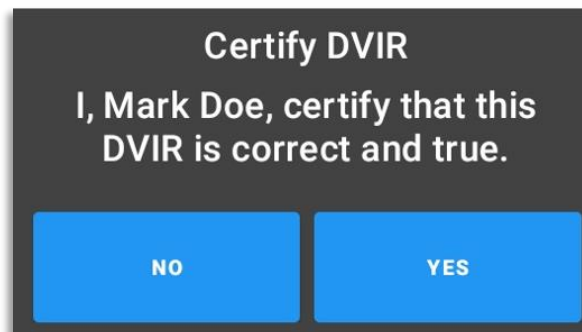
Mark

VIEW SUMMARY

11. He can now tap the **View Summary** and review the details.



12. If he is done reviewing the summary, Tap **Yes** to certify the DVIR.



13. After the successful certification of DVIR, a dialog will show up. Asking if you want to Report new defects or no. (*this will be discussed on Section 4*)

**New Defects?**

Do you have any new defects to report?

NO    YES

After the Reviewing Driver has certified the DVIR, the certified DVIR is uploaded to the portal. The reviewer has completed the 3<sup>rd</sup> signature.


**ELD65**

	Items															
	D			M			O									
	Prt	Pot	AdH	Prt	Pot	AdH	Prt	Pot	AdH							
Parking Brake	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Steering Mechanism	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Lighting Devices and Reflectors	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Tires	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Horns	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Windshield, Wipers, Washers	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Rear View Mirrors	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Wheels and Rims	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Emergency Equipment	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Load Securement	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Coupling Devices	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Service Brakes (Including Trailer Connections)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Hazmat Placarding / Shipping Papers	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>							


Comment: comment sample  
Mechanic Comment: comment sample by mechanic  
Reviewing Driver Comment: comment sample by reviewer

Condition Satisfactory  
 Defects Corrected  
 Condition Unsatisfactory


I Certify these entries are true and correct:



DRIVER'S SIGNATURE  
Richard Roe  
Mar 02, 2022 01:28 am



MECHANIC'S SIGNATURE  
Johnny Doe  
Mar 02, 2022 01:44 am



REVIEWING DRIVER'S SIGNATURE  
Mark Doe  
Mar 02, 2022 01:56 am

DATE: 03/02/22

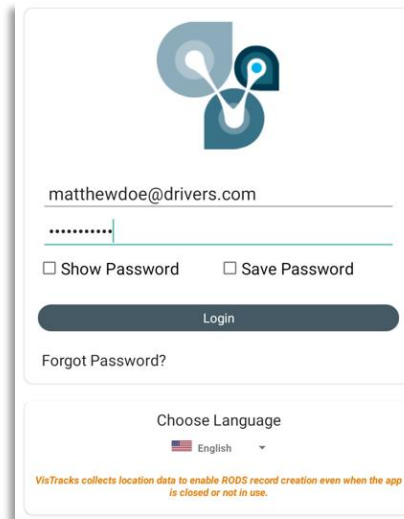
### C. Driver > Mechanic (certify DVIR through portal) > Reviewing Driver

-The only difference from this flow and flow B is that the mechanic is logged in to the portal. The signature of the reviewing driver will complete the 3<sup>rd</sup> signature.

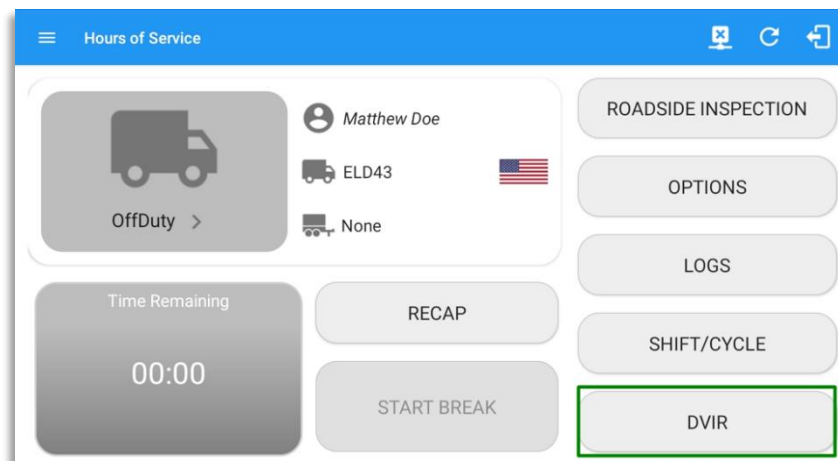
Steps to perform:

#### ➤ On Driver's side:

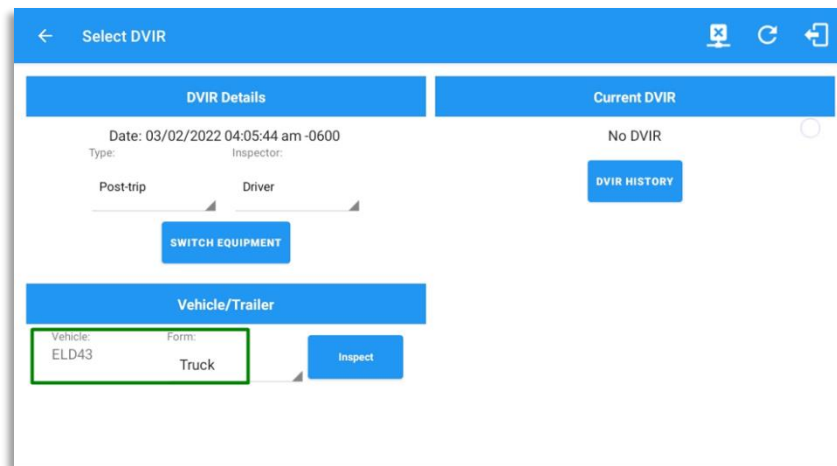
1. Login to the app.



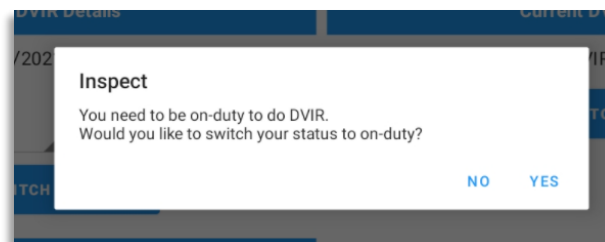
2. After a successful login, the main dashboard will be shown.
3. Select DVIR.



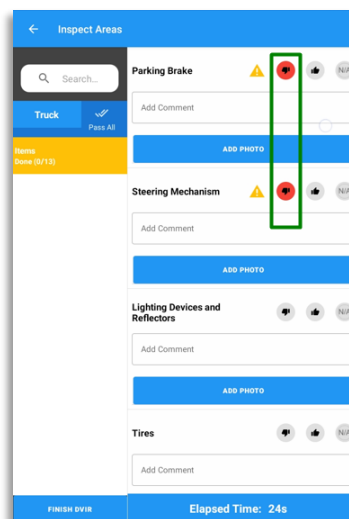
4. Make sure that you have selected a vehicle to inspect, also choose a DVIR form if there's no assigned DVIR form for that certain vehicle.



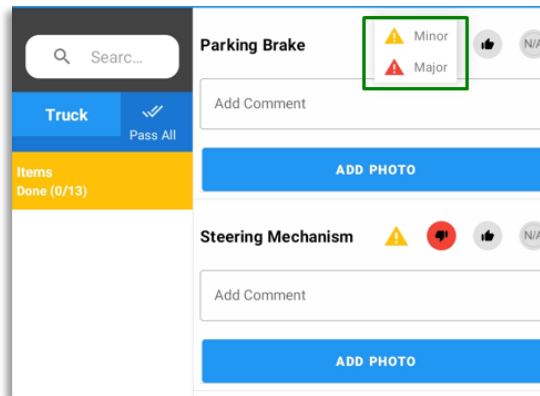
5. Tap **Inspect**
6. A dialog will show up if your duty status is not yet set to OnDuty. Tap **Yes** to change your duty status to OnDuty and to be able to proceed to Inspection.



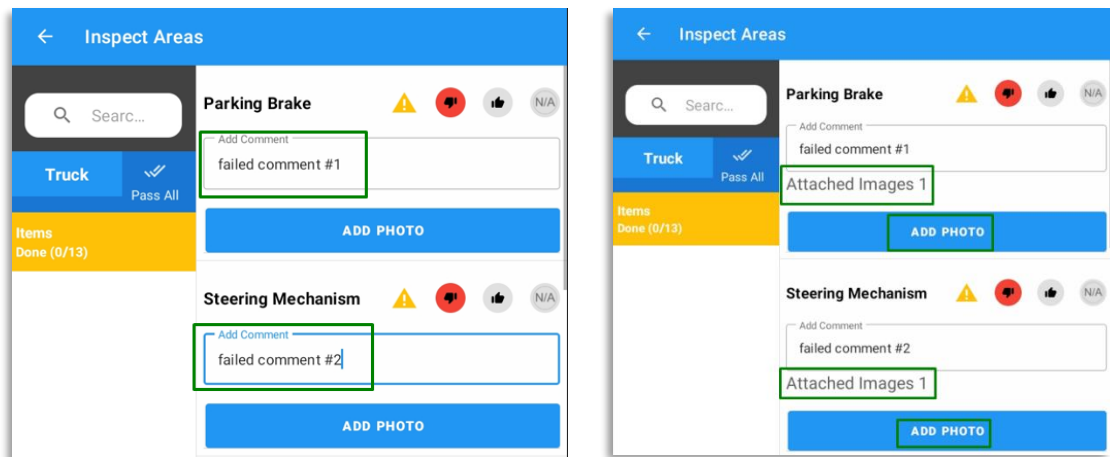
7. Assuming that there are failed item/s during the inspection, tap the **Thumbs Down** button.



8. You can also change the severity of the failed item by tapping the warning icon. You can choose either the severity is minor or major.



9. If you want to enter notes for the following items, you can add it to the “Add Comment” field. Also, if you want to add a photo for proof tap the “Add Photo” button.



10. After the inspection, tap **Finish DVIR** button found on the bottom left corner of the screen.
11. After tapping the Finish DVIR button, you will be redirected to the Summary Screen. If there are items that you left unmarked, then it will display under the Remaining items section. You need to mark the left items as Passed (thumbs up) or Failed (thumbs down) for you to proceed in certifying the DVIR.

12. In the **Inspection Result** section, you are required to select the condition of the inspection: Defects Corrected, Condition Satisfactory, Condition Unsatisfactory.

*Note: If there are items that you left unmarked, then it will display under the Remaining Items section. You need to mark the left items as Passed (thumbs up) or Failed (thumbs down) for you to proceed in certifying the DVIR.*

13. You can now enter your comment/note during the inspecting in the **General Comments** field. Also, select the condition of the vehicle: Defects Corrected, Condition Satisfactory, Condition Unsatisfactory.

14. If you have not entered your signature yet, you can add your signature. Tap the **Edit** button, then create your signature in the blank space. Tap **Done** to save your signature.
15. Tap the “**View Summary**” button. You can now review the details you’ve entered before certifying the DVIR.

The image displays three sequential screenshots of the Azuga DVIR application interface:

- Left Screenshot:** Shows the 'Inspect Areas' screen with a search bar and a list of inspection details for DVIR: MATTHEW-20220 302-040605. The details include Carrier (ETL Telecommunications Tests & Development), Carrier DOT No. (327589345), Driver (Matthew Doe), Certified date (Mar 02, 2022 04:11 am), VIN (-3VWDP7AJ6CM409969), Location (8678mi NNW Eastport, ME), Odometer (321.99999987701153 mi), Equipment ID (ELD43), and Equipment License Jurisdiction. It also shows 'Issues Reported (2)' with 'Parking Brake' listed. At the bottom, there is a 'Certify DVIR' prompt: 'I, Matthew Doe, certify that this DVIR is correct and true.' with 'NO' and 'YES' buttons.
- Middle Screenshot:** Shows the 'Issues Reported (2)' section. It lists 'Parking Brake' with a failed comment #1 and 'Steering Mechanism' with a failed comment #2. Below this is the 'Inspection Result' and 'General Comments' section. At the bottom, the same 'Certify DVIR' prompt is visible.
- Right Screenshot:** Shows the 'General Comments' section. It displays a handwritten signature 'Matthew' and the text 'Matthew Doe, Mar 02, 2022 04:11 am comment sample'. Below the signature, it says 'Condition: Condition Unsatisfactory' and 'I, Matthew Doe, certify that this DVIR is correct and true.' At the bottom, the 'Certify DVIR' prompt is visible.

16. Tap the **Yes** button to certify the DVIR.

This is a close-up of the 'Certify DVIR' confirmation screen. It features a dark gray background with the text 'Certify DVIR' at the top, followed by 'I, Matthew Doe, certify that this DVIR is correct and true.' Below the text are two large blue buttons labeled 'NO' and 'YES'.



After certifying the DVIR, the certified DVIR is uploaded to the portal. The signature of the driver reflects on the first signature block.


**ELD43**

	Items																	
	D			M			O											
	Prt	Pot	AdH	Prt	Pot	AdH	Prt	Pot	AdH									
Parking Brake	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Steering Mechanism	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Lighting Devices and Reflectors	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Tires	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Horns	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Windshield, Wipers, Washers	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Rear View Mirrors	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Wheels and Rims	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Emergency Equipment	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Load Securement	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Coupling Devices	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Service Brakes (Including Trailer Connections)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Hazmat Placarding / Shipping Papers	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>									

Comment: **comment sample**  
 Mechanic Comment:  
 Reviewing Driver Comment:

Condition Satisfactory  
 Defects Corrected  
 Condition Unsatisfactory

I Certify these entries are true and correct:



DRIVER'S SIGNATURE  
Matthew Doe  
Mar 02, 2022 04:11 am

\_\_\_\_\_  
MECHANIC'S SIGNATURE

\_\_\_\_\_  
REVIEWING DRIVER'S SIGNATURE




DATE: 03/02/22

➤ **Mechanic's side:**

If the driver has failed items during his inspection and he asked a mechanic to do repairs on the failed items, the mechanic should update the failed items by inspecting the same report. He should also add his signature to the report.

1. Login to the portal using mechanic's account.

2. Go to **DVIR > DVIR History**.
3. Select the report that has been uploaded to the portal by the Driver.

Equipment #	Defects #	Repairs #	Repairs Unnecessary	DVIR Number #	Inspector #	DVIR Type #	Date #	Vehicle Type #	Report Address #	Action
+ ELD43	0 2			MATTHEW-20220302-040605	Matthew Doe	POST_TRIP	03/02/2022 06:11 PM	Vehicle	8678mi NNW Eastport, ME	  

4. As a mechanic, you can update the details of the failed items. He can mark it as Repair Made or Repair Unnecessary. He can also enter notes/comments for the updated item.

Tires		Comment :	
Horns		Comment :	
Parking Brake	⚠	Comment : failed comment #1	
Steering Mechanism	⚠	Comment : failed comment #2	
Coupling Devices		Comment :	
Wheels and Rims		Comment :	
Emergency		Comment :	

**Update Details** ✕

Repair Order Number  
33882

DVIR Number	Vehicle ID	Vehicle
MATTHEW-20220302-040605	2184144	ELD43

Reported Address  
8678mi NNW Eastport, ME

Created by  
Matthew Doe on  
03/02/2022 06:06 PM

Defects  
Parking Brake: (Minor Priority)



Certify Repairs  
 Repairs made  
 Repairs not necessary

Please select a file to upload  
 No file chosen


Notes  
repair made

SAVE CLOSE

✓ DVIR Inspections Updated

5. After the successful update, a wrench icon will be visible beside the updated item. A green wrench icon  indicates that the item has been repaired and a gray wrench icon  indicates that the item doesn't need repairs.

Service Brakes (Including Trailer Connections)		Comment :	
Tires		Comment :	
Horns		Comment :	
Parking Brake			
Steering Mechanism			
Coupling Devices		Comment :	
Wheels and Rims		Comment :	
Emergency Equipment		Comment :	
Lighting Devices and Reflectors		Comment :	

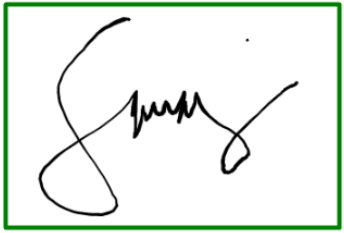
6. If the mechanic is already done updating the items, he can now add his signature by clicking the mechanic signature icon .
7. A dialog will then show. It will allow the mechanic to add his comments/notes about the repairs. Then he can add his signature in the box provided.

**Mechanic Signature** ×

General Comment

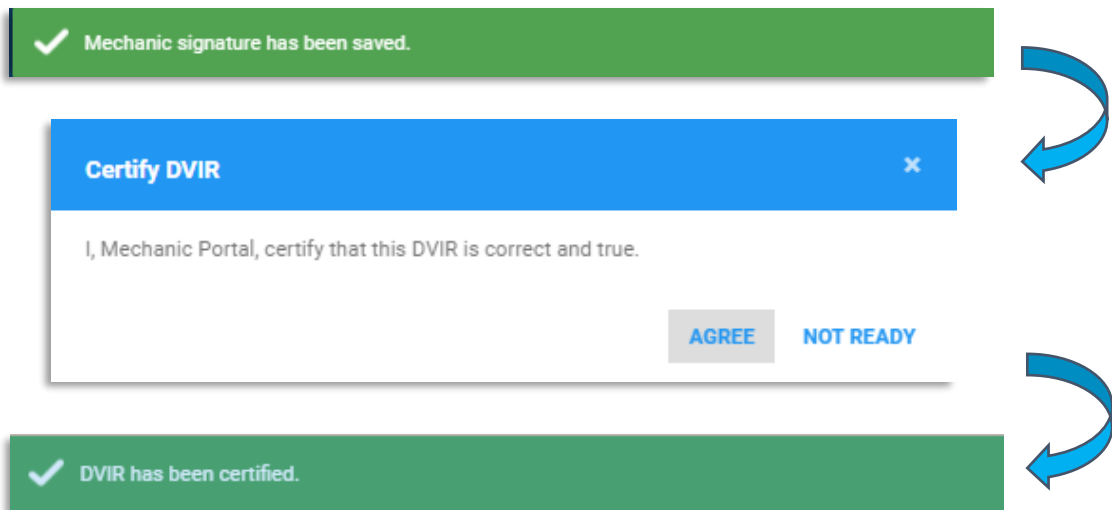
inspection through portal

Create your signature here

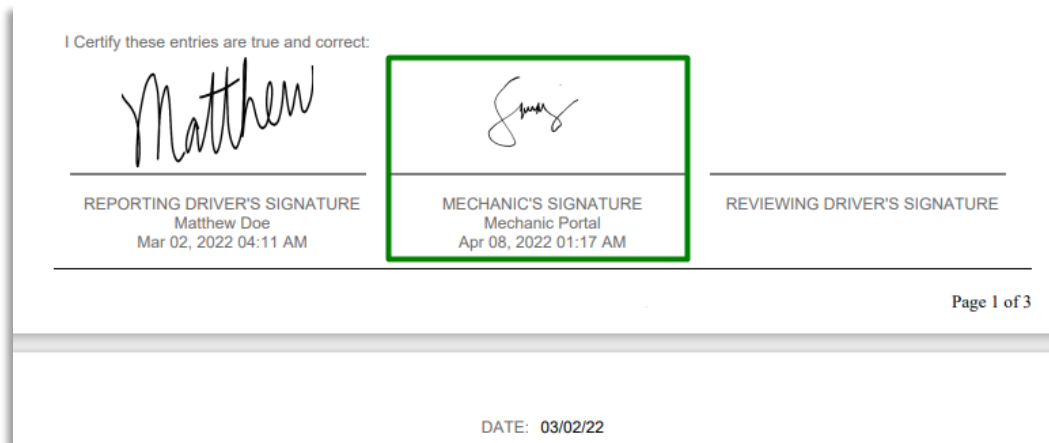


CLEAR
SAVE AND CERTIFY
CLOSE

8. By clicking the **Save and Certify** button, his remarks on the inspection and his signature will be added to the report.

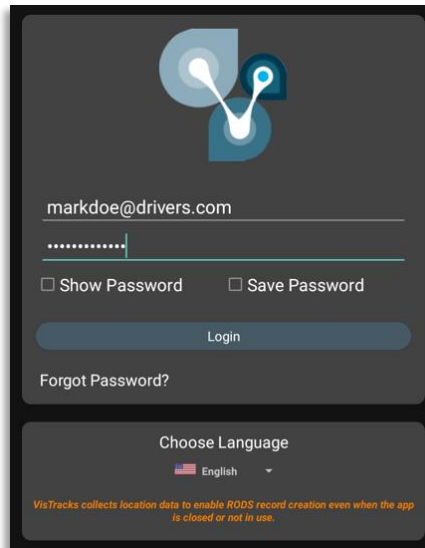


After certifying the DVIR by mechanic, the mechanic's signature will be posted after the Report Driver's signature.

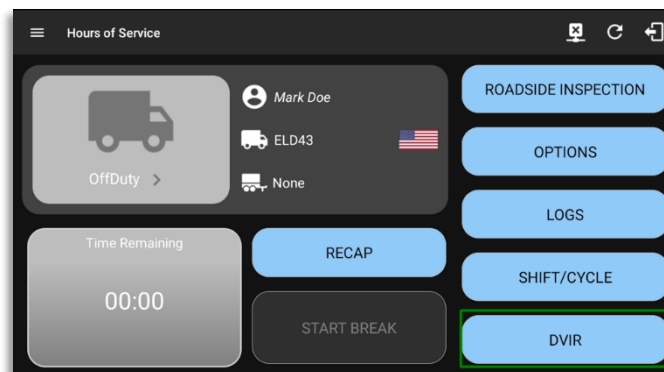


➤ **Reviewing Driver's side:**

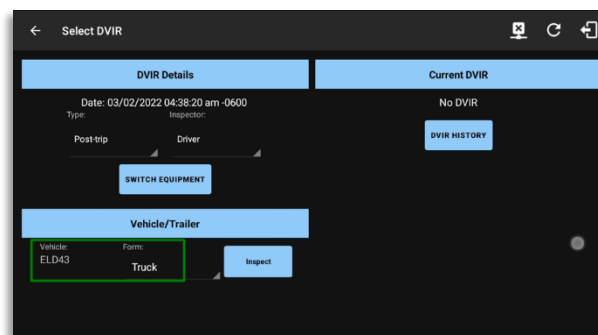
1. For the reviewing driver, he must login to the app using his account.



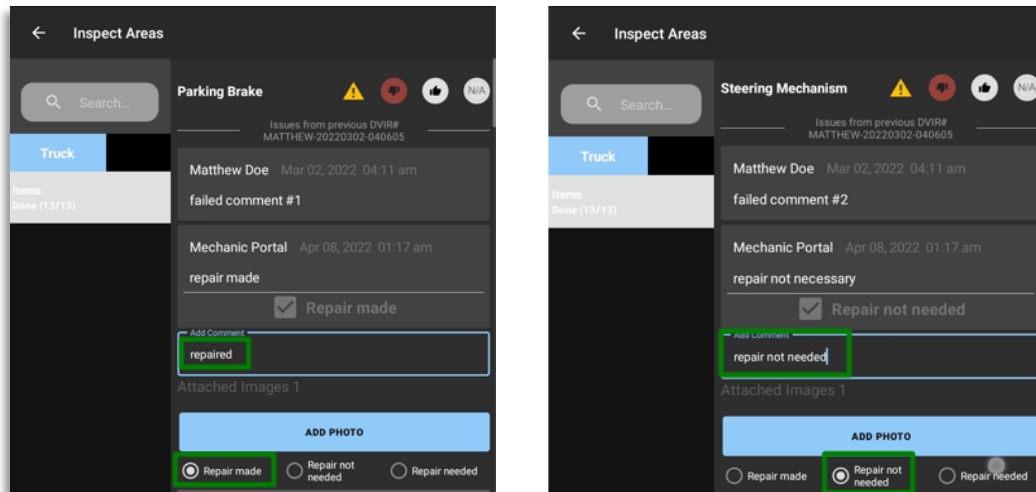
2. After a successful login, the main dashboard will be shown.
3. Go to DVIR, select the vehicle that he will be inspecting. It must be the same vehicle that the Driver and Mechanic has inspected and updated.



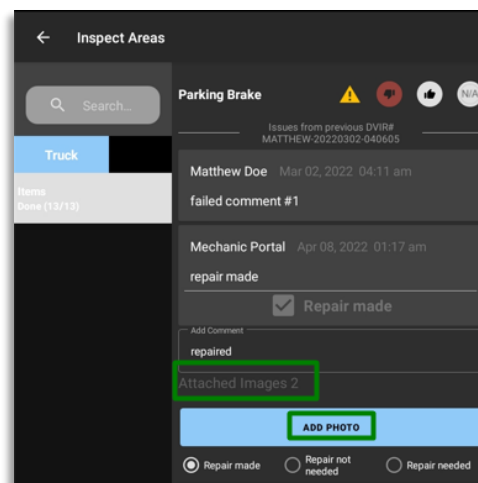
4. Select a form. The form should be the same as the Driver has selected from the previous inspection.



5. Tap the **Inspect** button.
6. The reviewing driver can now mark the failed item as Repair Made (if the failed item has been repaired), Repair Unnecessary (if the failed item doesn't need repair), Repair Necessary (if the failed item is defective or has not yet been repaired). Reviewing driver doesn't have the ability to edit the passed items, if he encountered defective item during his inspection and it was marked by the Driver as Passed then he will need to create a different report (to be discussed in Section 4).



7. Note: If mechanic has made repairs  **Repair made** or set the status to repair not needed  **Repair not needed**, it will reflect during the inspection of reviewing driver.
8. The reviewing driver has also the ability to add comment and add additional photo for proof of inspection.



9. After the reviewing driver is done with the inspection, tap **Finish DVIR** button.
10. Reviewing driver can enter his comment/notes during his inspection.

Inspect Areas

Search...

Truck

Items Done (13/13)

Summary

Start Time: 03/02/2022 04:06:05 am  
Elapsed Time: 05m 27s  
Items Inspected: 13 / 13

Inspection Result

Odometer (mi)  
321,999,998,770,1153

Location  
8678mi NNW Eastport, ME

General Comments  
comment by reviewer

Defects Corrected  
 Condition Satisfactory  
 Condition Unsatisfactory

Signature

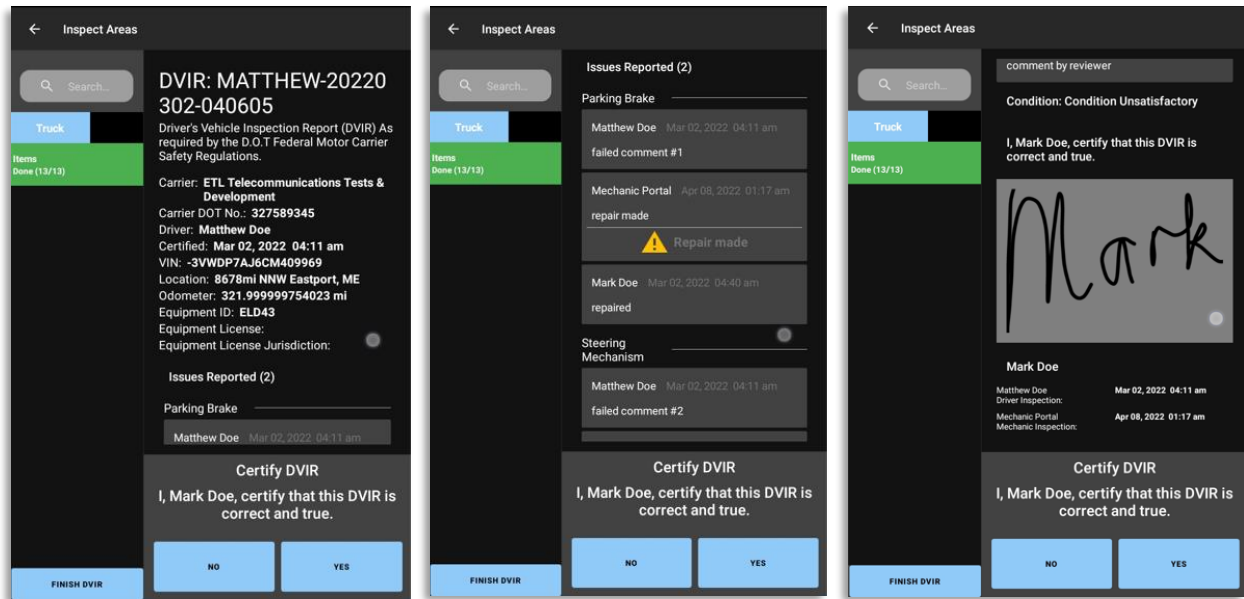
Mark

VIEW SUMMARY

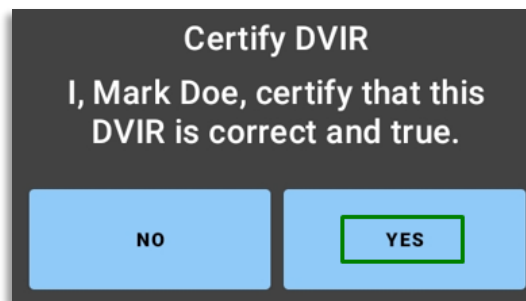
FINISH DVIR

11. He is required to enter his signature.
12. He can now tap the **View Summary** and review the details. In the summary screen, the current user can review the comments made by the past inspectors.

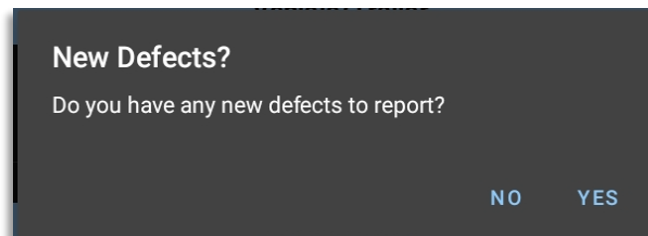




13. If he is done reviewing the summary, Tap **Yes** to certify the DVIR.



14. After the successful certification of DVIR, a dialog will show up. Asking if you want to Report new defects or no. (*this will be discussed on Section 4*)



After the reviewing driver certifies the DVIR, the report will be uploaded to the portal. The reviewing driver's signature will complete the 3<sup>rd</sup> signature and will reflect next to the mechanic's signature.

ELD43

	Items																		
	D			M			O												
	Prt	Pot	AdH	Prt	Pot	AdH	Prt	Pot	AdH										
Parking Brake	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Steering Mechanism	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Lighting Devices and Reflectors	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Tires	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Horns	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Windshield, Wipers, Washers	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Rear View Mirrors	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Wheels and Rims	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Emergency Equipment	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Load Securement	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Coupling Devices	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Service Brakes (Including Trailer Connections)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Hazmat Placarding / Shipping Papers	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>										

Comment: comment sample  
 Mechanic Comment: inspection through portal  
 Reviewing Driver Comment: comment by reviewer

- Condition Satisfactory
- Defects Corrected
- Condition Unsatisfactory

I Certify these entries are true and correct.

*Matthew*

DRIVER'S SIGNATURE  
 Matthew Doe  
 Mar 02, 2022 04:11 am

*Sam*

MECHANIC'S SIGNATURE  
 Mechanic Portal  
 Apr 08, 2022 01:17 am

*Mark*

REVIEWING DRIVER'S SIGNATURE  
 Mark Doe  
 Mar 02, 2022 04:41 am

DATE: 03/02/22

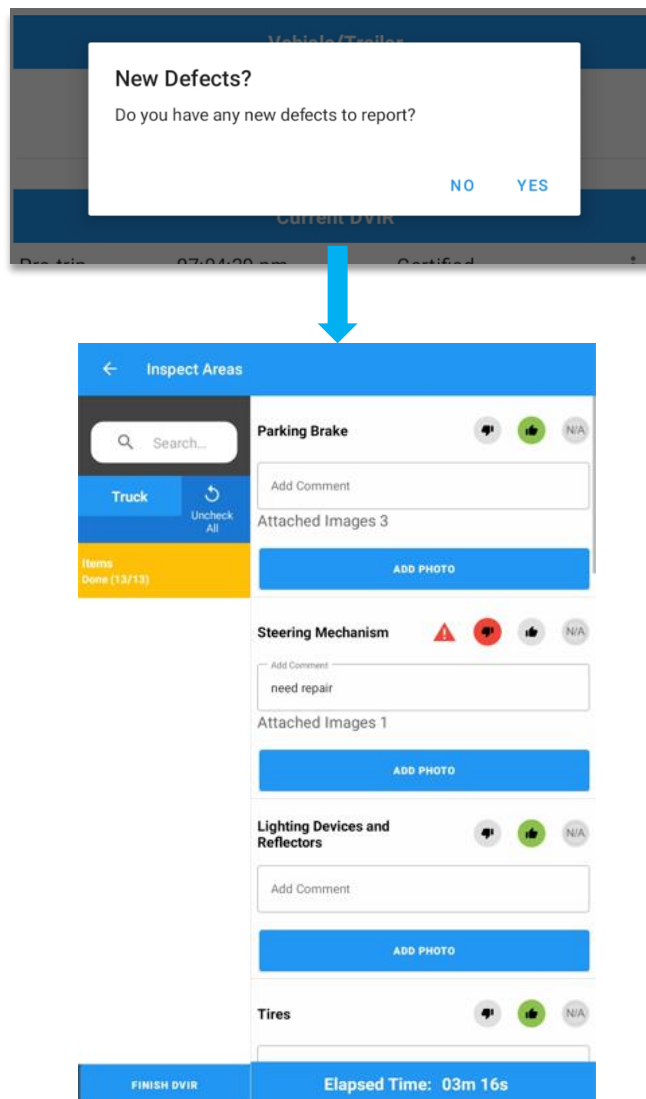
### 5.5.3 Report New Defects Dialog

The **Report New Defects** dialog will only appear after the 3 signatures has been completed in the report. This dialog will ask the current inspector if he wants to report another defective item.

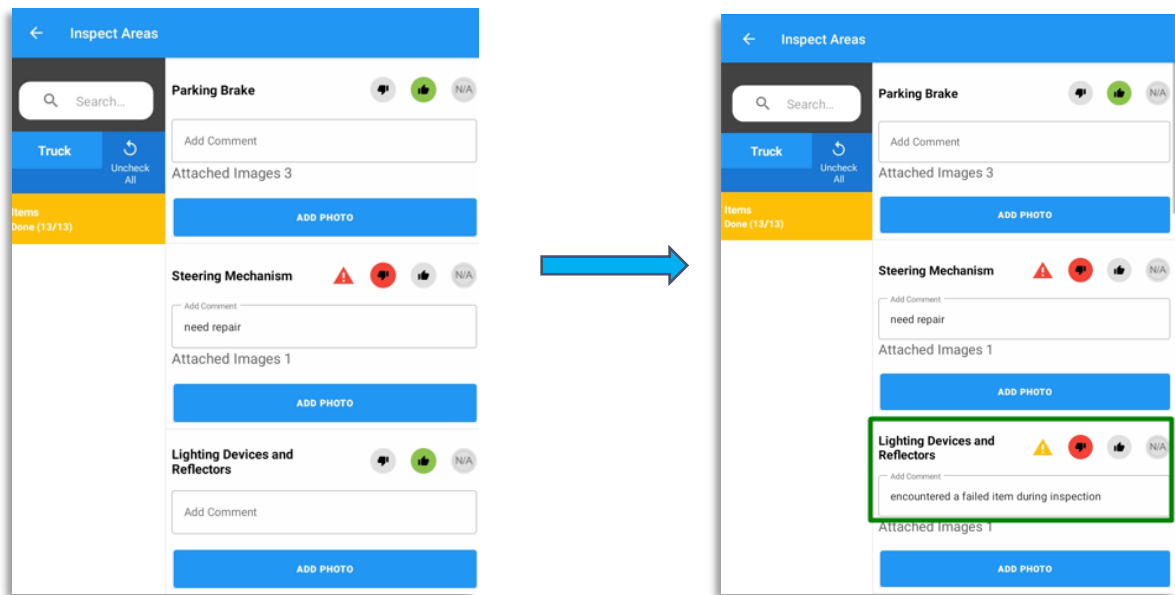
#### 4.1 Tapping YES

Example scenario: If the Main Driver has passed the item but during the inspection of the Reviewing driver, he found that item as defective, the reviewing driver can mark the failed item unto a new report.

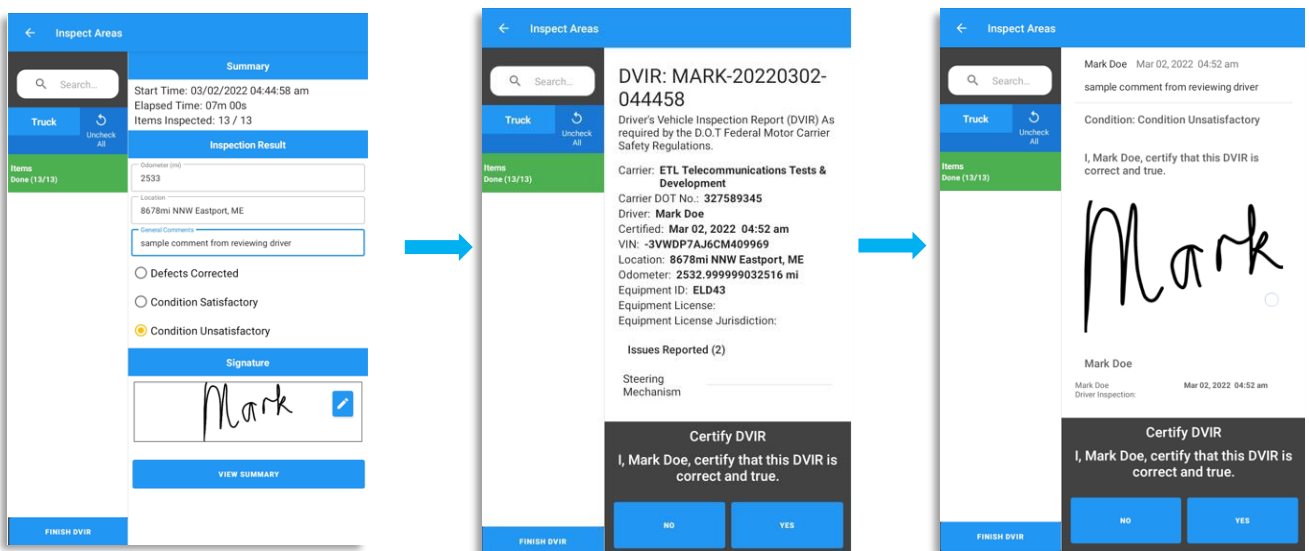
Tapping the **YES** button will redirect the reviewing driver to the inspection screen of the DVIR.



The items are already marked as Passed or Failed based on the last inspection. It will allow the inspector to report new or additional failed items that he found during the inspection.



After reporting the failed item, reviewing driver can input comment or notes and select condition status of the report.



A new report will be created and will be uploaded to the portal. The reviewing driver's signature is placed on the first signature block since he certified a new DVIR.


**ELD43**

	Items																	
	D			M			O			D			M			O		
	Prt	Pot	AdH	Prt	Pot	AdH	Prt	Pot	AdH	Prt	Pot	AdH	Prt	Pot	AdH	Prt	Pot	AdH
Parking Brake	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Steering Mechanism	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Lighting Devices and Reflectors	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Tires	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Horns	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Windshield, Wipers, Washers	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Rear View Mirrors	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Wheels and Rims	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Emergency Equipment	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Load Securement	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Coupling Devices	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Service Brakes (Including Trailer Connections)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Hazmat Placarding / Shipping Papers	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>									

Comment: **sample comment from reviewing driver**  
 Mechanic Comment:  
 Reviewing Driver Comment:

Condition Satisfactory  
 Defects Corrected  
 Condition Unsatisfactory

I Certify these entries are true and correct:

  
 DRIVER'S SIGNATURE  
 Mark Doe  
 Mar 02, 2022 04:52 am

\_\_\_\_\_  
 MECHANIC'S SIGNATURE

\_\_\_\_\_  
 REVIEWING DRIVER'S SIGNATURE

DATE: 03/02/22

## 4.2 Tapping No

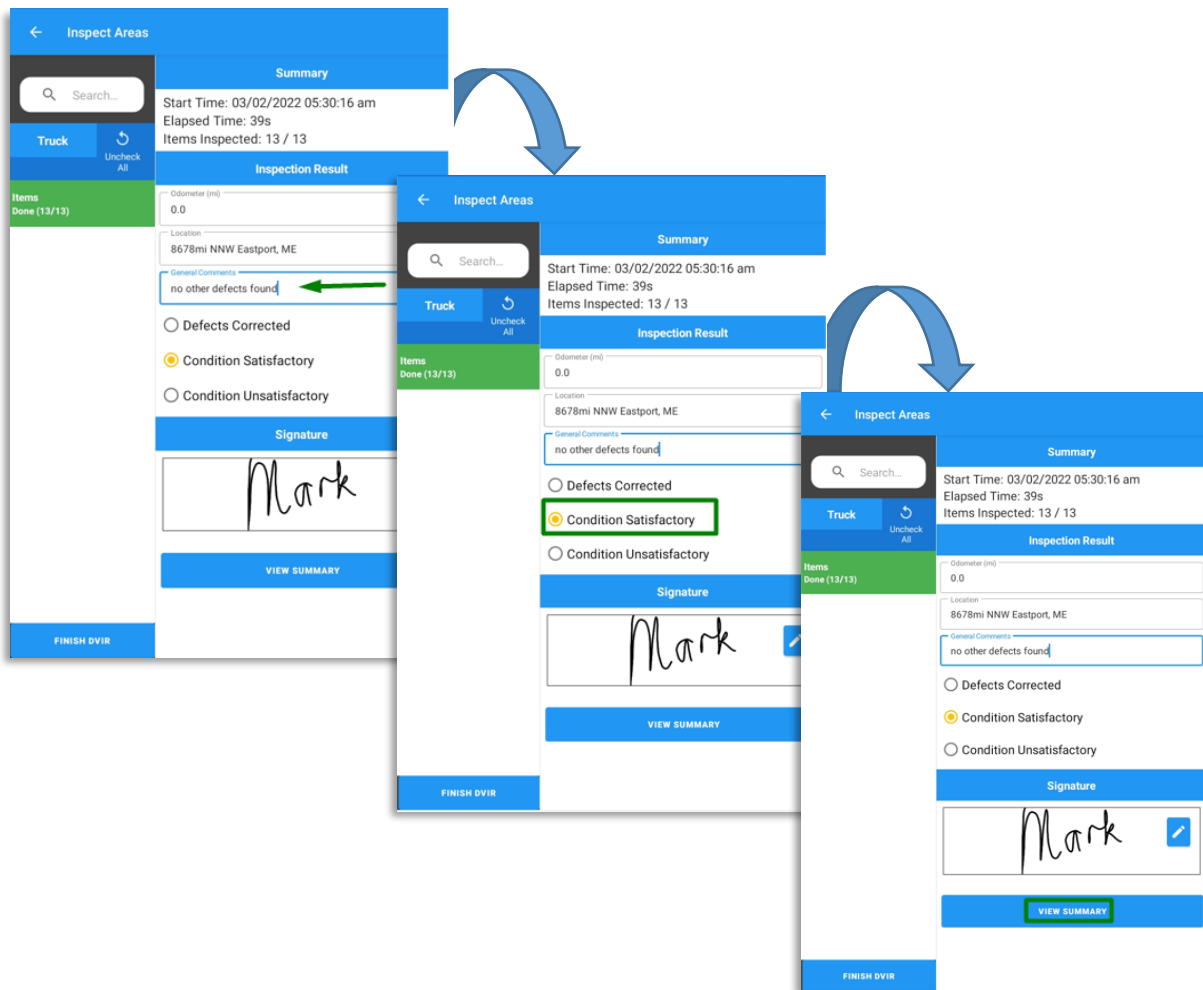
Example scenario: If the Reviewing Driver doesn't have any defects to report during his inspection, he should tap the NO button in the dialog.

Tapping the NO button will redirect the reviewing driver directly to the summary screen.

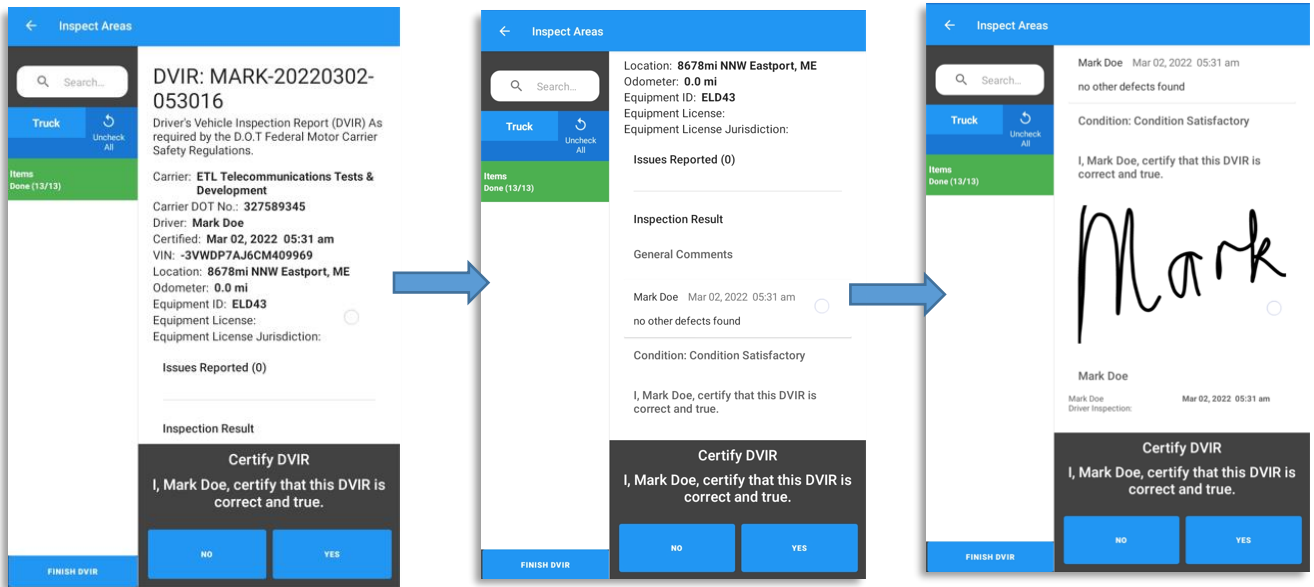
**New Defects?**

Do you have any new defects to report?

He can enter his comments/notes on the general comments field, and he should enter the condition status of the vehicle if it's Satisfactory or Unsatisfactory.



The Reviewing Driver can now tap the **View Summary** button. The DVIR is now ready for certification.



A new report will be created and will be uploaded to the portal. The reviewing driver's signature is placed on the first signature block since he certified a new DVIR.

**ELD43**

Items	D			M			O		
	Prt	Pot	AdH	Prt	Pot	AdH	Prt	Pot	AdH
Parking Brake	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Lighting Devices and Reflectors	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Horns	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Rear View Mirrors	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Emergency Equipment	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Coupling Devices	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Hazmat Placarding / Shipping Papers	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Steering Mechanism	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Tires	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Windshield, Wipers, Washers	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Wheels and Rims	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Load Securement	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Service Brakes (Including Trailer Connections)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Comment: no other defects found  
 Mechanic Comment:  
 Reviewing Driver Comment:

Condition Satisfactory  
 Defects Corrected  
 Condition Unsatisfactory

I Certify these entries are true and correct:

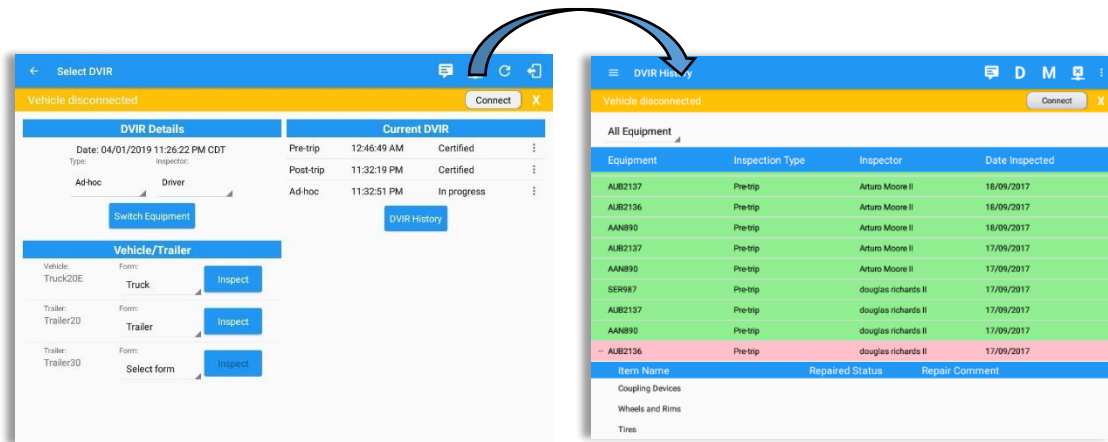
*Mark*  
 DRIVER'S SIGNATURE  
 Mark Doe  
 Mar 02, 2022 05:31 am

MECHANIC'S SIGNATURE

REVIEWING DRIVER'S SIGNATURE

DATE: 03/02/22

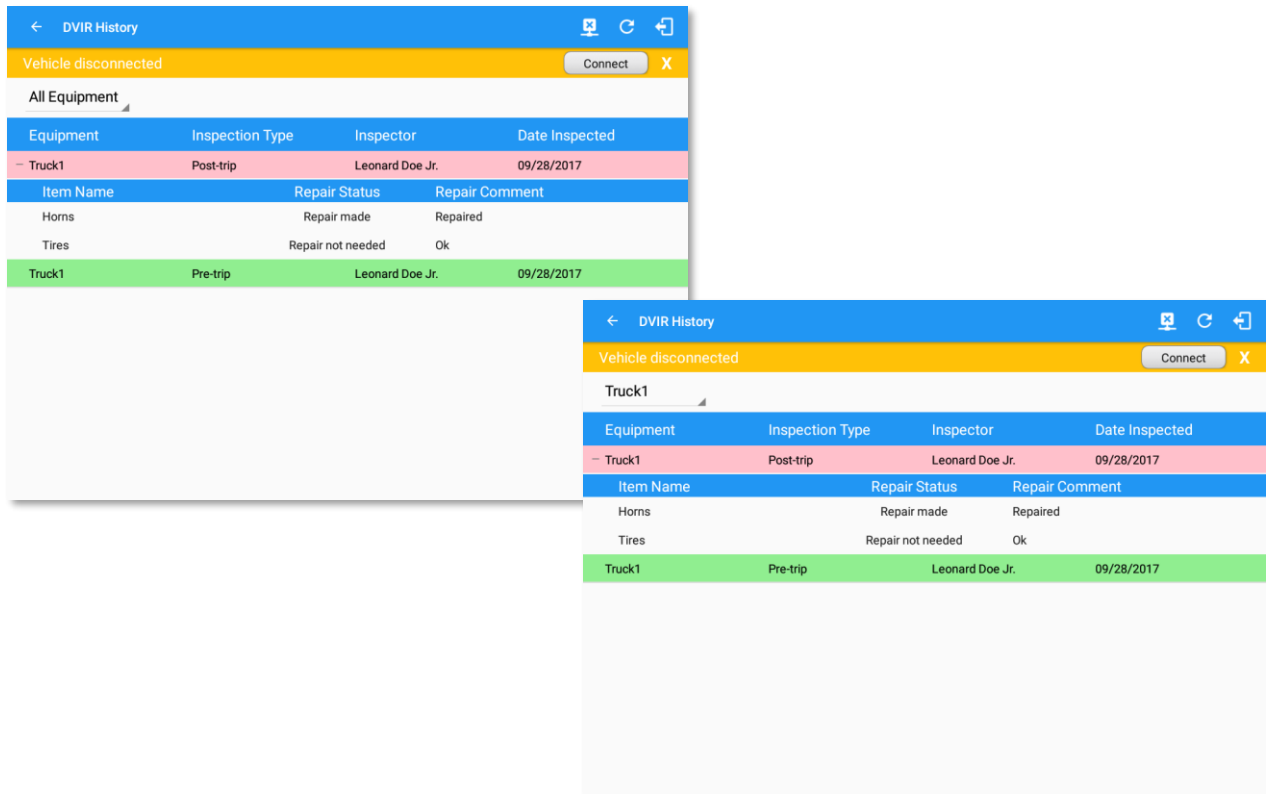
## 5.6 DVIR History



The **DVIR History** feature displays the DVIRs for the last 30 days for the currently selected equipment. Completed DVIRs that don't have failed items shows in a row highlighted in green color while Completed DVIRs with failed items are highlighted in red. Also, a '+' can be tapped to show the details of failed items.



### 5.5.1 Viewing DVIR History by Vehicle



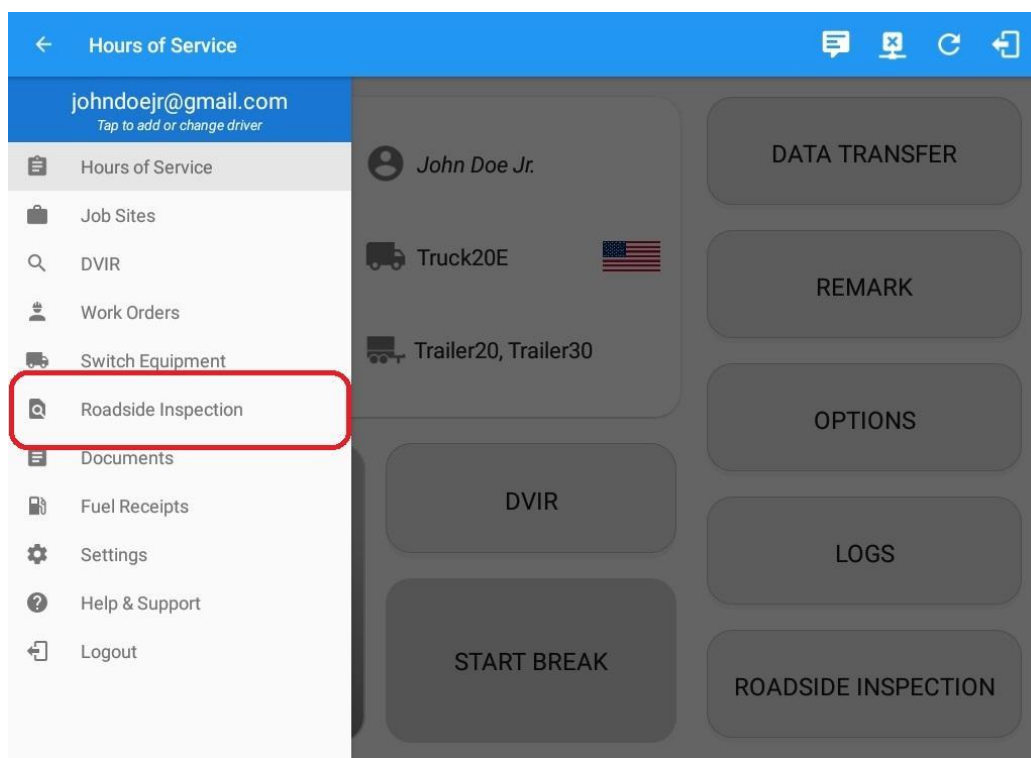
- DVIR Screen displays DVIR inspections for all equipment by default.
- Tap the Equipment name on the upper left of the screen to view the DVIR of the specified vehicle.

## 6 Roadside Inspection

The Roadside Inspection feature provides the ability to view the driver daily logs for the past one week. It includes information on the vehicle used, shipments and driving statuses. It also has the ability to send all the logs to an intended recipient.

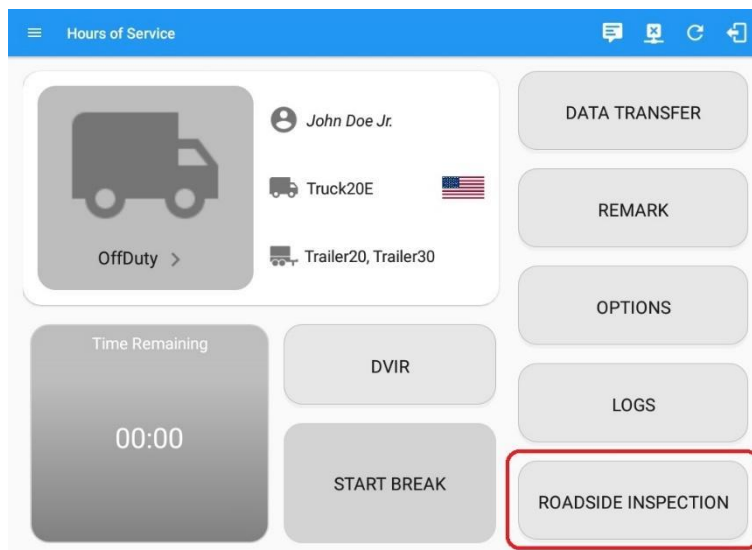
There are number of ways to access this feature:

### 6.1 Roadside Inspection – Main Navigation Menu



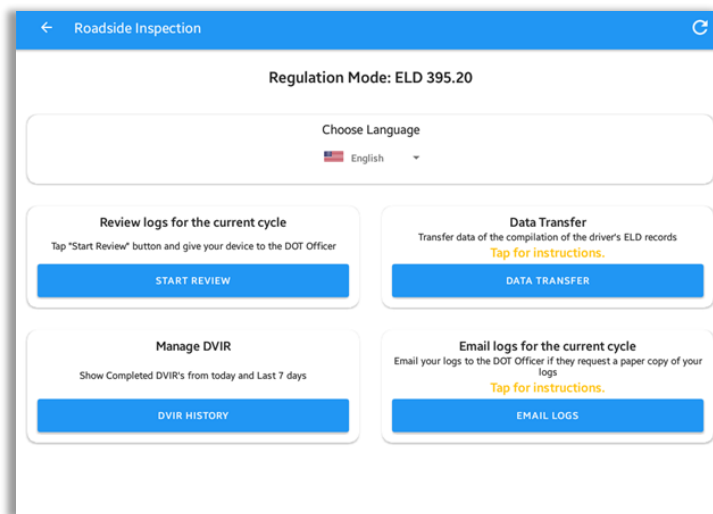
1. Slide the screen from left to right to show the **Main Navigation Menu**.  
Or
  2. Tap the **Main Navigation button** to show the Main Navigation Menu.
- Tap the **Roadside Inspection** option within the **Main Navigation Menu**.

## 6.2 Roadside Inspection – Hours of Service Main Menu



From the **Hours of Service Main Screen**, tap the **Roadside Inspection** button.

## 6.3 Roadside Inspection Screen – Start Review



From the **Roadside Inspection Screen**, tap the **Start Review** button to view the **Driver's Daily Log** screen.

← Roadside Inspection ↻

← Mon Aug 23, 2021 →

Scroll down for logs

Record Date 08-23-21	Carrier Name Can Carrier	Driver Name (Last, First) Charlie Cole I	USDOT # 6092101
Driver ID (Username) charliecole@gmail.com	Power Unit Number (ID or Licence No & Jurisdiction) ELD16, ELD47	Driver License Number 4214211	VIN (Power Unit) 3B7HC13Z2WG155910, 3B7HC13Z2WG155910
Driver License Jurisdiction AL	Trailer Number (ID or Licence No & Jurisdiction) HOS001	Exempt Driver Status (E: Exempt, 0: No) No	ELD Provider
Co-Driver Name (Last, First)	ELD Identifier ID HOS001	Co-Driver ID (Username)	Time Zone CST6CDT
Distance Today (mi) 0 mi	UTC Time Zone Offset (HH:MM) -0500	Total Vehicle Distance (Start - End of the Day)	Day Starting Time (HH:MM:SS) 000000
Start - End Engine Hours 0.0 - 0.0	Shipping ID	Malfunction Status (Status & Malfunction Code) No	Shipper and Commodity
Data Diagnostic Status (Status & Diagnostic Code) Yes	Unidentified Driving Records (0: none, 1: active) No		

*Roadside Inspection screen for driver's daily log in USA Cycle*

← Roadside Inspection ↻

← Mon Aug 23, 2021 →

Scroll down for logs

Date of RODS (MM-DD-YY) 08-23-21	Day Starting Time (HH:MM:SS) 00:00:00	UTC Time Zone Offset (HH:MM) -05:00	Total Vehicle Distance (Start - End of the Day)
Carrier Name Can Carrier	Home Terminal (Address) Hill Chicago IL 90000	Principal Place Of Business (Address) Test Street Test City ON Canada 94107	Driver Name (Last, First) Cole, Charlie
Driver ID (Username) charliecole@gmail.com	Driver License Jurisdiction AL	Driver License Number 4214211	Co-Driver Name (Last, First)
Co-Driver ID (Username)	Cycle (7 or 14) Alberta	Operating Zone (1, 2, or 3) 1	Total Hours (in Work Shift) 0.20
Total Hours (in Cycle) 0.00	Remaining Hours (in Cycle) 168.00	Distance Today (km)	Cur. Total Distance (km)
Cur. Total Engine Hours (hours)	ELD Provider	ELD Identifier ID HOS001	ELD Authentication Value
ELD Certification	Power Unit Number (ID or Licence No & Jurisdiction)	VIN (Power Unit)	Trailer Number (ID or Licence No & Jurisdiction)
Current Location (latitude, longitude) . , X, X	Unidentified Driving Records (0: none, 1: active) 0	Exempt Driver Status (E: Exempt, 0: No) 0	Off-Duty Time Deferral (Status and time deferred) (0: None, 1: Day 1, 2: Day 2 - Time deferred: HH:MM) 0
Malfunction Status (Status & Malfunction Code) 0	Data Diagnostic Status (Status & Diagnostic Code) 1 (Code 3)	Date & Time 08-23-21 00:32:15	Output File Comment view

*Roadside Inspection screen for driver's daily log in Canada Cycle*

**Notes:**

- Driver that is being inspected must provide a password when exiting from the Roadside Inspection Screen.
- Vehicle and trailer information is not shown on Roadside Inspection screen once driver was Off Duty all day for a specific day.

← Roadside Inspection ↻

← Mon Aug 23, 2021 →

Scroll down for logs

Record Date 08-23-21	Carrier Name Can Carrier	Driver Name (Last, First) Charlie Cole I	USDOT # 6092101
Driver ID (Username) charliecole@gmail.com	Power Unit Number (ID or Licence No & Jurisdiction) ELD16, ELD47	Driver License Number 4214211	VIN (Power Unit) 3B7HC13Z2WG155910, 3B7HC13Z2WG155910
Driver License Jurisdiction AL	Trailer Number (ID or Licence No & Jurisdiction) HOS001	Exempt Driver Status (E: Exempt, 0: No) No	ELD Provider
Co-Driver Name (Last, First)	ELD Identifier ID HOS001	Co-Driver ID (Username)	Time Zone CST6CDT
Distance Today (mi) 0 mi	UTC Time Zone Offset (HH:MM) -0500	Total Vehicle Distance (Start - End of the Day)	Day Starting Time (HH:MM:SS) 000000
Start - End Engine Hours 0.0 - 0.0	Shipping ID	Malfunction Status (Status & Malfunction Code) No	Shipper and Commodity
Data Diagnostic Status (Status & Diagnostic Code) Yes	Unidentified Driving Records (0: none, 1: active) No		

Tap the Previous ← button to navigate to the previous log or tap the → Next button to navigate to the next log.

There are different tables found at the Daily Logs screen of the driver when in Canada cycle.

Duty Status Changes, Intermediate Logs, Special Driving Conditions											
Date & Time	Event	Geo-Location	Latitude, Longitude	Distance last val. coord.	CMV	Distance (Acc)	Hours (Elapsed)	Distance (Total)	Record Status	Record Origin	Seq. No.
01-29-21											
12:00:00 a.m.	OffDuty	4388 Wayzata, MN	M	M	0	Vehicle 3	0	0.00	193	1	2
07:29:14 p.m.	Driving	375mi S Clark's Harbour, NS	38.06	-66.54	-0	Vehicle 3	0	9.00	663	1	1
07:29:57 p.m.	OnDuty ND	364mi S Clark's Harbour, NS	38.19	-65.23	-0	Vehicle 3	1	34.00	664	1	2
07:42:00 p.m.	OffDuty	364mi S Clark's Harbour, NS	38.19	-65.23	-0	Vehicle 3	1	34.00	664	1	2

Cycle Changes, Changes in Operating Zone, Off-Duty Time Deferrals										
Date & Time	Event	Geo-Location	Latitude, Longitude	Distance last val. coord.	CMV	Record Status	Record Origin	Seq. No.		
01-29-21										
07:35:53 p.m.	Operating Zone Canada South		38.19	-65.23	0	Vehicle 3	1	2	13	
07:35:53 p.m.	Cycle2 (14 days)	364mi S Clark's Harbour, NS	38.19	-65.23	0	Vehicle 3	1	2	12	

Comments, Remarks, Annotations						
Date	Time	Seq. No.	Comment or Annotation	Edit Date	Edit Time	Edit Username (originator)
01-29-21	12:00:00 a.m.	10	Off Duty	01-29-21	07:33:49 p.m.	tyreece@driver.com
01-29-21	07:29:57 p.m.	F	On Duty	01-29-21	07:29:57 p.m.	tyreece@driver.com

Login and Logout, Certification, Data Diagnostics and Malfunctions						
Date & Time	Event	Additional Info	CMV	Distance (Total)	Hours (Total)	Seq. No.
01-29-21						
07:29:05 p.m.	Eld Login		Vehicle 3	663	91926.00	A
07:29:11 p.m.	Data Diagnostic (detected)	5: Unidentified Driving Records Data Diagnostic Logged	Vehicle 3	663	91932.00	C
07:41:46 p.m.	Eld Logout		Vehicle 3	664	91960.00	14
07:49:40 p.m.	Certification of RODS	UTC-06:00	Vehicle 3	-	-	1C

Engine Power Events										
Date & Time	Event	Geo-Location	Latitude, Longitude	Distance last val. coord.	CMV	Distance (Total)	Hours (Total)	Seq. No.		
01-29-21										
07:29:05 p.m.	Power On	381mi S Clark's Harbour, NS	38.01	-66.88	0	Vehicle 3	663	91926.00	B	
07:29:41 p.m.	Power Off	364mi S Clark's Harbour, NS	38.19	-65.23	0	Vehicle 3	664	91960.00	E	

Additional Hours Not Recorded								
Date	Work Shift Start	Work Shift End	Total Hours (On-Duty)	Total Hours (Off-Duty)	CMV	Record Status	Record Origin	Seq. No.
29 Jan. 2021	07:00	17:00	0.0	10.0	Vehicle 3	1	2	16

Table Name	Events
Duty Status Changes, Intermediate Logs, and Special Driving Conditions	All Driving Status Changes, Intermediate Logs, and Special Driving Conditions events
Login and Logout, Certification, Data Diagnostics and Malfunctions	Events displayed under this table are the ELD Login and Logout, Certifying Log events, and All Data Diagnostics and Malfunctions event
Cycle Changes, Changes in Operating Zone, Off-duty Time Deferrals	Changing cycles or operating zone events, also Off-duty time deferral events, will be logged under this table.
Comments, Remarks, and Annotations	Notes from changing duty status, editing notes in logs screen, adding annotations from pending edit requests events will be displayed under this table
Engine Power Events	Events like power on and power off engine are displayed under this table
Additional Hours Not Records	All events displayed here are when an authorized user is entering additional hours that were not recorded during the current day or the required previous days specified in current HOS regulations

When driver's current cycle is in Canada, each event has its corresponding **sequence ID number**. The event sequence ID number for each ELD event are continuous number across all users of the ELD and across engine and ELD power on and off cycles.

The **record status** of each event is identified as 1 and 2, while the **record origin** defines the origin of the event status.

**Record Status Code:**

**1** means active and **2** means inactive and/or changed.

Roadside Inspection												
Wed Jan 27, 2021												
Duty Status Changes, Intermediate Logs, Special Driving Conditions												
Date & Time	Event	Geo-Location	Latitude Longitude	Distance last val. coord.	CMV	Distance (Acc.)	Hours (Elapsed)	Distance (Total)	Record Status	Record Origin	Seq. No.	
01-27-21												
12:00:00 a.m.	OffDuty			0.00 0.00	0	0	0.00	0	1	2	0	
07:09:22 p.m.	OnDuty ND	2mi N Edmonton, AB	53.5-113.7	49	0	ELD140	0	0.00	0	1	2	4
07:14:08 p.m.	Driving		X X		9	ELD140	0	0.00	100006	2	1	7
07:14:08 p.m.	Driving	Alberta	E E		9	ELD140	0	0.00	100006	1	1	11
07:15:44 p.m.	OffDuty	2mi N Edmonton, AB	53.5-113.7	49	0	ELD140	0	0.00	100006	1	2	C
07:26:36 p.m.	Driving	2mi N Edmonton, AB	53.5-113.7	49	-6	ELD140	0	0.00	100001	1	1	D
07:27:19 p.m.	OffDuty	2mi N Edmonton, AB	53.5-113.7	49	0	ELD140	0	0.00	100001	1	2	12

Login and Logout, Certification, Data Diagnostics and Malfunctions							
Date & Time	Event	Additional info	CMV	Distance (Total)	Hours (Total)	Seq. No.	
01-27-21							
07:12:47 p.m.	Eld Login		ELD140	0	0.50	5	
07:14:48 p.m.	Data Diagnostic (cleared)	1: ELD Power Data Diagnostic Cleared	ELD140	100006	2.35	9	
07:14:56 p.m.	Eld Logout		ELD140	100006	2.35	B	

Login and Logout, Certification, Data Diagnostics and Malfunctions						
Date & Time	Event	Additional info	CMV	Distance (Total)	Hours (Total)	Seq. No.
01-29-21						
07:29:05 p.m.	Eld Login		Vehicle 3	663	91926.00	A
07:29:11 p.m.	Data Diagnostic (detected)	5: Unidentified Driving Records Data Diagnostic Logged	Vehicle 3	663	91932.00	C
07:41:46 p.m.	Eld Logout		Vehicle 3	664	91960.00	14
07:49:40 p.m.	Certification of RODS	UTC-06:00	Vehicle 3			1C

Cycle Changes, Changes in Operating Zone, Off-Duty Time Deferrals									
Date & Time	Event	Geo-Location	Latitude Longitude	Distance last val. coord.	CMV	Record Status	Record Origin	Seq. No.	
01-27-21									
05:58:44 p.m.	Operating Zone USA		53.57 -113.49		0	ELD140	1	2	1
06:08:13 p.m.	Operating Zone Canada South		53.57 -113.49		0	ELD140	1	2	2
06:08:13 p.m.	Cycle1 (7 days)	2mi N Edmonton, AB	53.57 -113.49		0	ELD140	1	2	3

Comments, Remarks, Annotations						
Date	Time	Seq. No.	Comment or Annotation	Edit Date	Edit Time	Edit Username (originator)

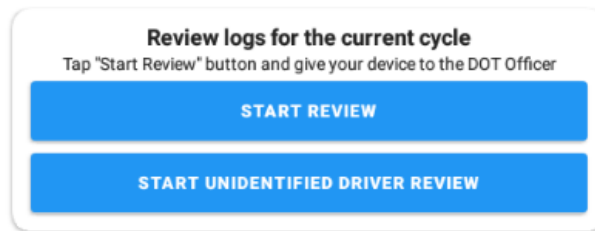
**Record Origin Code:**

- 1** – Automatically recorded by ELD
- 2** – Edited or entered by Driver
- 3** – Edit Requested by an Authenticated User other than the Driver
- 4** – Assumed from Unidentified Driver Profile

**Note:** Distance (Total) and Hours (Total) are left blank in certifying logs event

## 6.4 Roadside Inspection Screen – Unidentified Driver (Canada Cycle Only)

In Android Roadside Inspection screen, there are two buttons under the **Review logs for the current cycle**: a. **Start Review** and b. **Start Unidentified Driver Review**.



Unidentified Driver Review contains the list of logs from an Unidentified Driver (see Section 16 Unidentified Driving Events). All logs are listed into their respective tables

1. **Duty Status Changes, Intermediate Logs, Special Driving Conditions** – List of duty events and Intermediate Logs events

Duty Status Changes, Intermediate Logs, Special Driving Conditions											
Date & Time	Event	Geo-Location	Latitude, Longitude	Distance last val. coord.	CMV	Distance (Acc.)	Hours (Elapsed)	Distance (Total)	Record Status	Record Origin	Seq. No.
02-17-21											
12:00:00 a.m.	OffDuty		0.0 0.0	0		0	0.00	0	1	2	0

2. **Login and Logout, Certification, Data Diagnostics and Malfunctions** – ELD Login and Logout events, also Data Diagnostics and Malfunctions events

Login and Logout, Certification, Data Diagnostics and Malfunctions						
Date & Time	Event	Additional info	CMV	Distance (Total)	Hours (Total)	Seq. No.

3. **Engine Power Events** – Engine Power On and Engine Power Off events

Engine Power Events								
Date & Time	Event	Geo-Location	Latitude, Longitude	Distance last val. coord.	CMV	Distance (Total)	Hours (Total)	Seq. No.

## 6.5 Roadside Inspection Screen – Data Transfer

From the **Roadside Inspection Screen**, tap the **Data Transfer** button.

Select an option to transfer the compilation of the driver's ELD records.

The screenshot shows the 'Roadside Inspection' screen with the following elements:

- Regulation Mode: ELD 395.20
- Choose Language: English
- Review logs for the current cycle: START REVIEW
- Data Transfer: DATA TRANSFER
- Manage DVIR: DVIR HISTORY
- Email logs for the current cycle: EMAIL LOGS

The 'Data Transfer' callout box includes:

- Select Vehicle: All Vehicles
- Bluetooth
- Email
- Web Service (FMCSA)
- Cancel

**Warning!**  
Unable to establish a link to the engine ECM and capture required data elements.

CANCEL PROCEED

The 'Data Transfer' form includes:

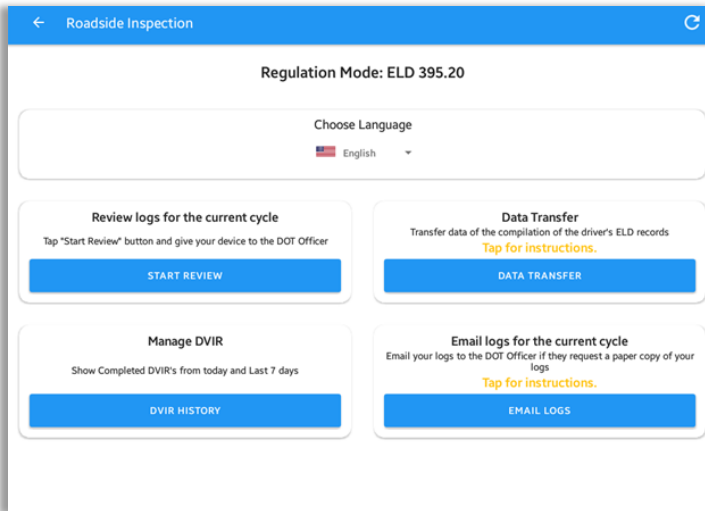
- To: [Text Field]
- Output File Comment: [Text Field]
- 0/80
- CANCEL
- SEND

### Note:

For Canada, if the ELD is not linked to any VBUS device, a prompt dialog stating **“Unable to establish ECM and capture required data elements”** will be displayed.

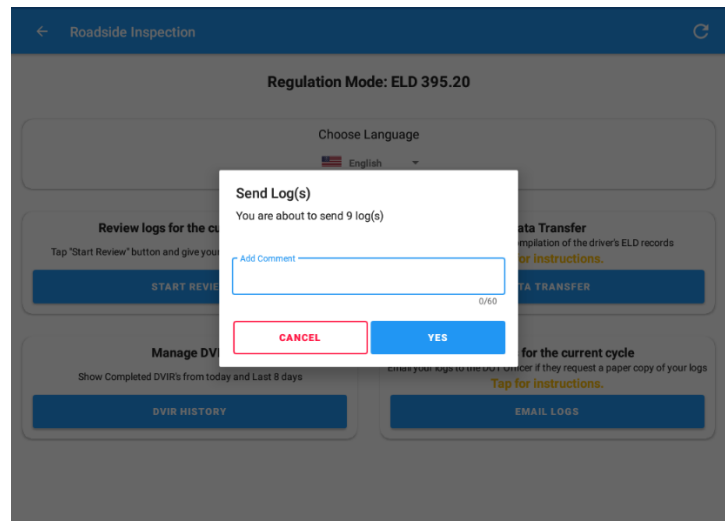


## 6.6 Roadside Inspection Screen – Email Logs



From the **Roadside Inspection Screen**, tap the **Email Logs** button.

It is optional to input comment when sending logs. Tap "Yes" to proceed in entering the email details of the recipient.

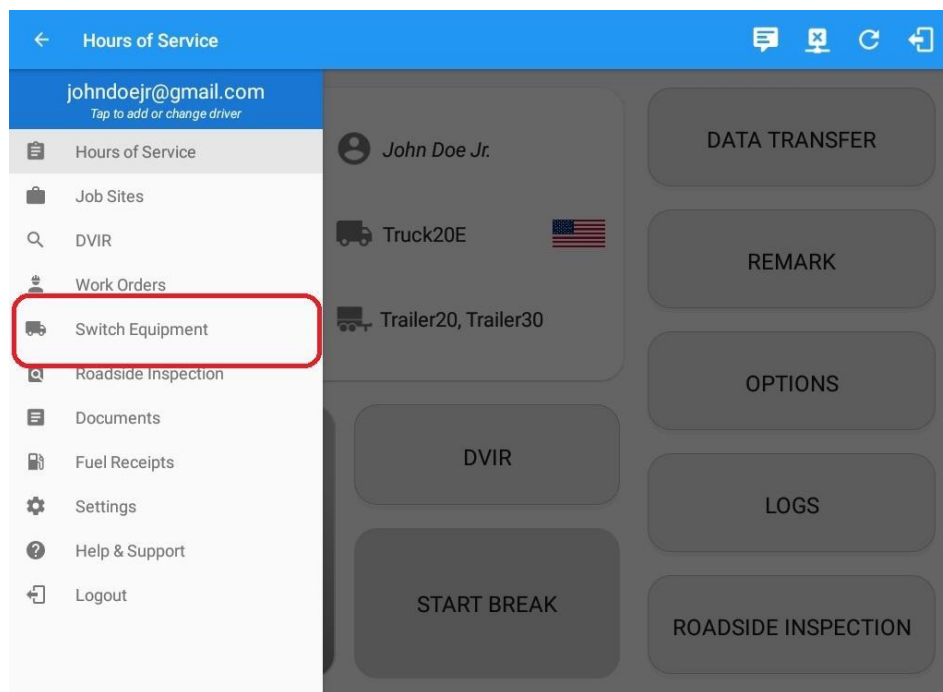


## 7 Switch Equipment

The Switch Equipment feature allows a driver to easily 'switch' from one vehicle to another. It also assists in monitoring and documenting the vehicles being used as part of their driver logs.

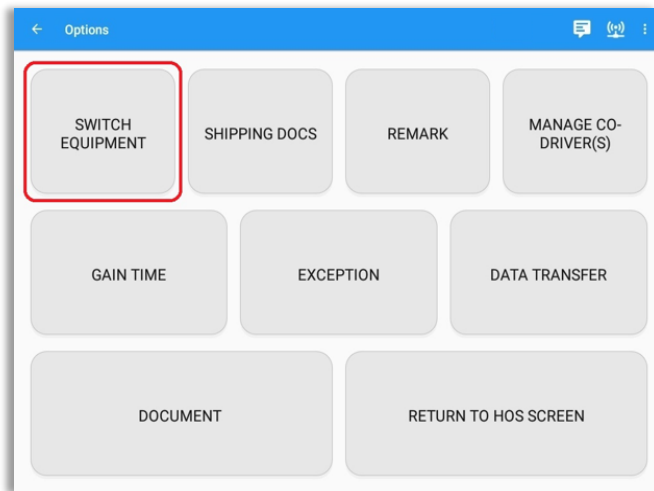
There are several ways to access this feature:

### 7.1 Switch Equipment – Main Navigation Menu



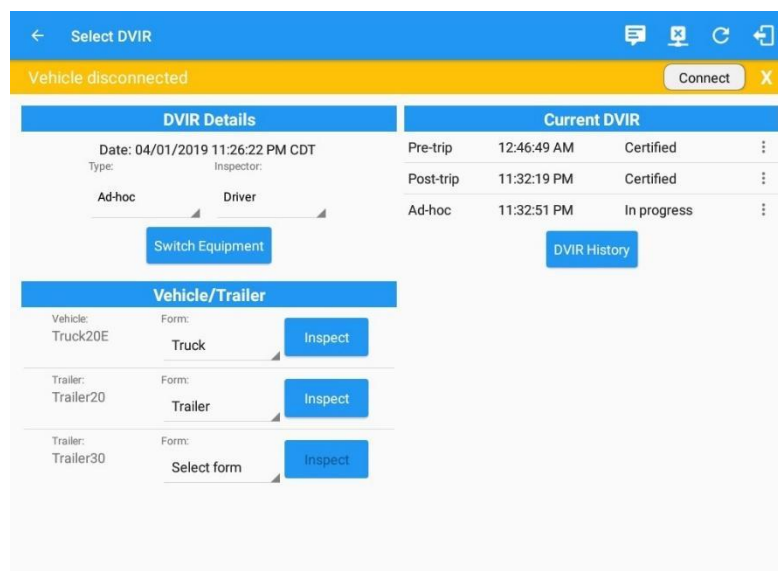
1. Slide the screen from left to right to show the **Main Navigation Menu**.  
Or
  2. Tap the **Main Navigation button** to show the Main Navigation Menu.
- Tap the **Switch Equipment** option within the **Main Navigation Menu**.

## 7.2 Switch Equipment – Options Menu



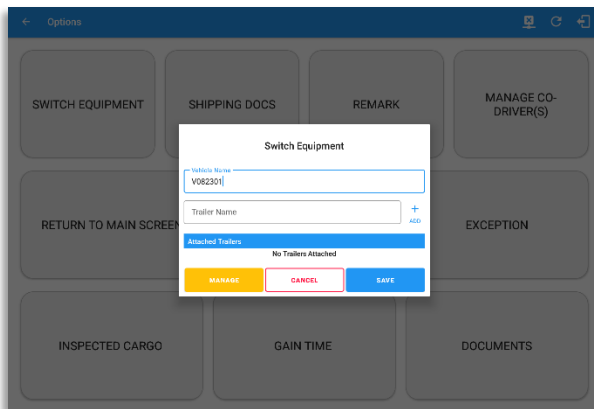
From the **Hours of Service Main Screen**, tap the **Options** button and then tap the **Switch Equipment** button.

## 7.3 Switch Equipment – DVIR Screen



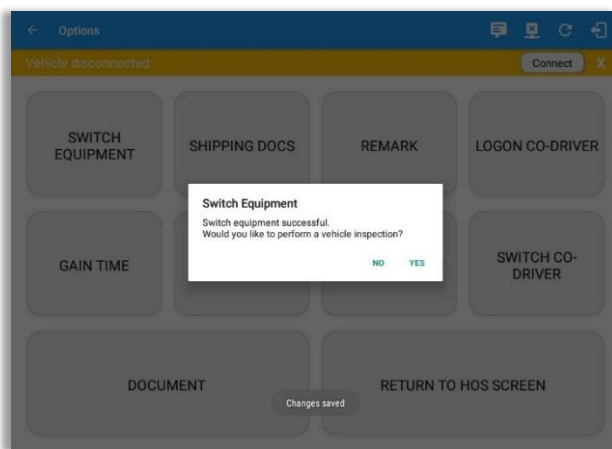
- Slide the screen from left to right to show the **Main Navigation Menu**.  
Or
- Tap the **Main Navigation button** to show the Main Navigation Menu  
Tap the **DVIR** option within the **Main Navigation Menu**.
- Select the **DVIR** button from the Main Hours of Service Menu and then select the **Switch** button.

## 7.4 Switching Equipment



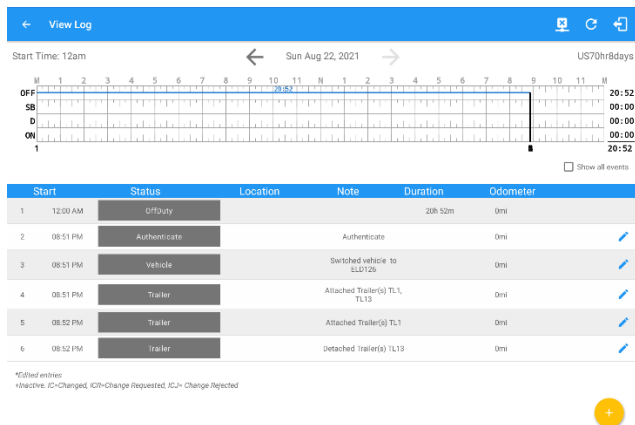
Select vehicle or trailer, then tap the **Save** button to switch to the selected vehicle or trailer.

Vehicles and Trailers can be filtered through **text entry** on the vehicle / trailer text fields.



After tapping the Switch button, you will be asked if you would like to perform a vehicle DVIR, tap the **YES** button to navigate to the **Vehicle DVIR** screen or tap the **NO** button to close the dialog box and continue.

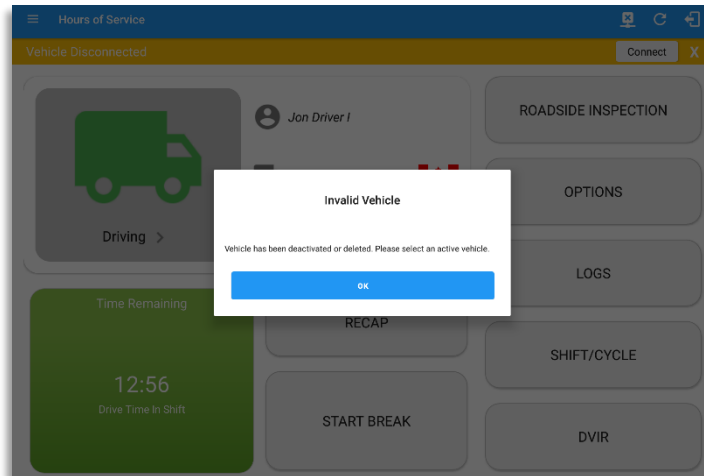
Switch equipment can be performed also in the dashboard, by tapping the vehicle/trailer icon.



An event is recorded on event history list after successfully switching vehicle, attaching, and detaching trailer(s).

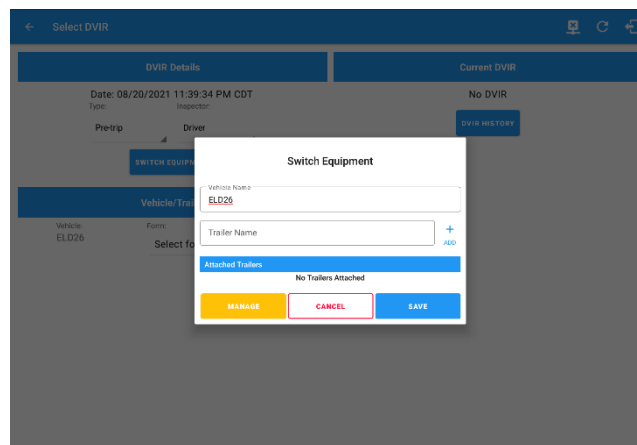
Switching or selecting a Vehicle with a preconfigured VBUS device enables the app to find and connect on the match device.

**Note:** On the VBUS Settings, VBUS Data and Automatic Configuration should be enabled.



Switching or selecting a Vehicle that has been deactivated or deleted by the personnel will prompt a dialog 'Invalid Vehicle' and stating that 'Vehicle has been deactivated or deleted. Please select an active vehicle.'

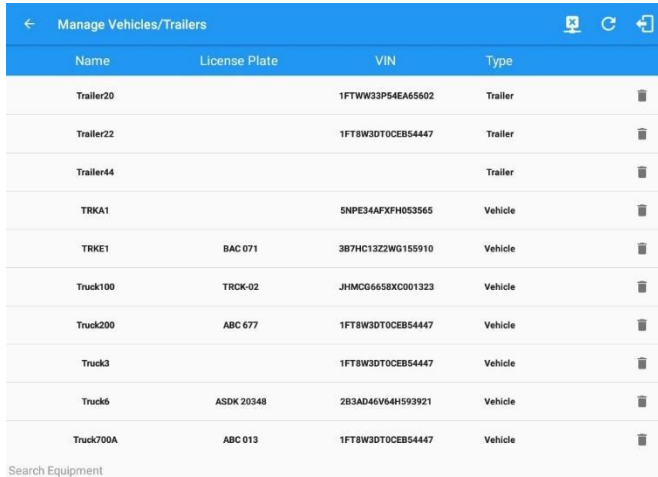
## 7.5 Managing Vehicles / Trailers



You can add, update, and delete vehicles or trailers by tapping the **Manage** button. This will display the **Manage Vehicles/Trailers Screen**.

The '**Manage**' button is only available given a situation that the driver is an Asset Admin and that the '**Allow drivers to manage equipment**' options are both enabled in account settings and driver settings. Otherwise, the button will not be available on the Switch Equipment dialog.

### 7.5.1 Manage Vehicles / Trailers – Delete

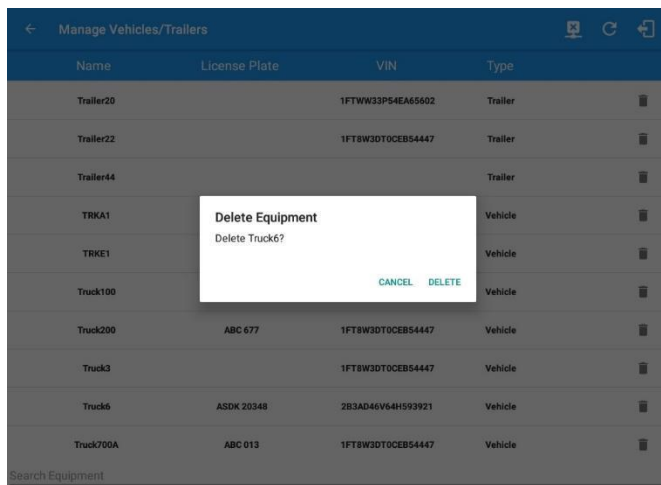


Name	License Plate	VIN	Type	
Trailer20		1FTWW33P54EA65602	Trailer	🗑️
Trailer22		1FT8W3D0CEB54447	Trailer	🗑️
Trailer44			Trailer	🗑️
TRKA1		5NPE34FXFH053565	Vehicle	🗑️
TRKE1	BAC 071	3B7HC13Z2WG155910	Vehicle	🗑️
Truck100	TRCK-02	JHMC06558XC001323	Vehicle	🗑️
Truck200	ABC 677	1FT8W3D0CEB54447	Vehicle	🗑️
Truck3		1FT8W3D0CEB54447	Vehicle	🗑️
Truck6	ASDK 20348	2B3AD46V64H593921	Vehicle	🗑️
Truck700A	ABC 013	1FT8W3D0CEB54447	Vehicle	🗑️

Search Equipment

To delete any of the vehicles or trailers listed, tap the icon. Vehicles/Trailers made in the portal can be deleted in the Hours of Service app and vice versa.

**Note:** Delete button will be available only when **'Delete'** permission is enabled for that certain driver. On the **portal**, go to **driver's management page, Vehicles' Delete checkbox, and Trailer's Delete checkbox** need to be checked. Otherwise, the driver will not be able to delete equipment.



Tap the **DELETE** button within the **Delete Equipment** dialog to confirm deletion or, tap the **CANCEL** button to return without deleting.

## 7.5.2 Manage Vehicles / Trailers – Edit

Name	License Plate	VIN	Type	
Trailer20		1FTWW33P54EA65602	Trailer	
Trailer22		1FT8W3D7OCEB54447	Trailer	
Trailer44			Trailer	
TRKA1		5NPE34AFXFH053565	Vehicle	
TRKE1	BAC 071	3B7HC13Z2WG155910	Vehicle	
Truck100	TRCK-02	JHMC66658XC001323	Vehicle	
Truck200	ABC 677	1FT8W3D7OCEB54447	Vehicle	
Truck3		1FT8W3D7OCEB54447	Vehicle	
Truck5	ASDK 20348	2B3AD46V64H593921	Vehicle	
Truck700A	ABC 013	1FT8W3D7OCEB54447	Vehicle	

Search Equipment

To edit any of the vehicles or trailers listed, tap the icon, make any required changes to the selected truck or trailer and then tap the **SAVE** button to save the changes or, tap the **CANCEL** button to return without saving.

**Note:** Edit button will be available only when 'Edit permission is enabled for that certain driver. Editing the vehicle name is no longer allowed. On the portal, go to driver's management page, Vehicles' Edit checkbox and Trailer's Edit checkbox need to be checked. Otherwise, the driver will not be able to edit an equipment.

Modify Equipment

Trailer Vehicle

Name: CMV002

VIN: 3B7HC13Z2WG155910

Odometer Offset (mi): 0

License Plate: XYZ-321

CANCEL SAVE

### 7.5.3 Manage Vehicles / Trailers – Add

Name	License Plate	VIN	Type	+
Trailer20		1FTWW33P54EA65602	Trailer	ADD
Trailer22		1FT8W3DT0CEB54447	Trailer	
Trailer44			Trailer	
TRKA1		SNPE34AFXH053565	Vehicle	
TRKE1	BAC 071	3B7HC13Z2W6155910	Vehicle	
Truck100	TRCK-02	JHMC6658XC001323	Vehicle	
Truck200	ABC 677	1FT8W3DT0CEB54447	Vehicle	
Truck3		1FT8W3DT0CEB54447	Vehicle	
Truck6	ASDK 20348	2B3AD46V64H593921	Vehicle	
Truck700A	ABC 013	1FT8W3DT0CEB54447	Vehicle	

Search Equipment

To add a new truck or trailer, tap the button, this will open the Create Equipment dialog, enter the following details:

**Vehicle Type** – Vehicle or Trailer

**Vehicle/Trailer Name** – Vehicle or Trailer name

**Note:** *Vehicle type's name field is limited to 20 characters at maximum.*

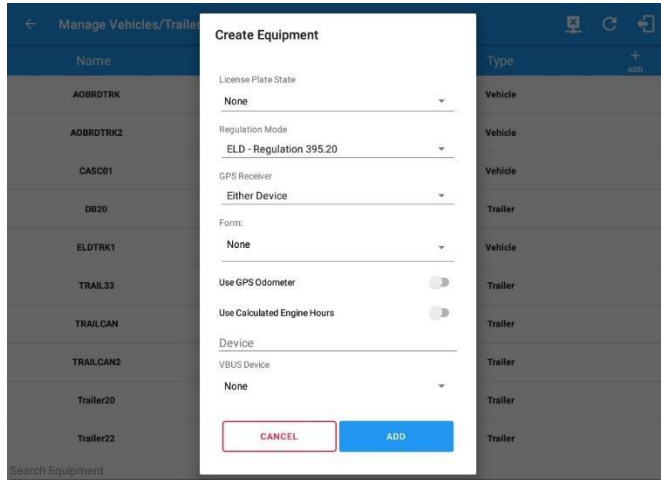
**VIN** – Vehicle Identification Number

**License Plate** – License plate number

Fill in the **Device Information** section to pre-configure the Vehicle to a specific VBUS device.

When creating a new equipment, the default selected device option is set to "**None**". Also, If the option "**None**" is selected, on the create/edit equipment screen, all other fields on the ELD configuration section will be hidden.

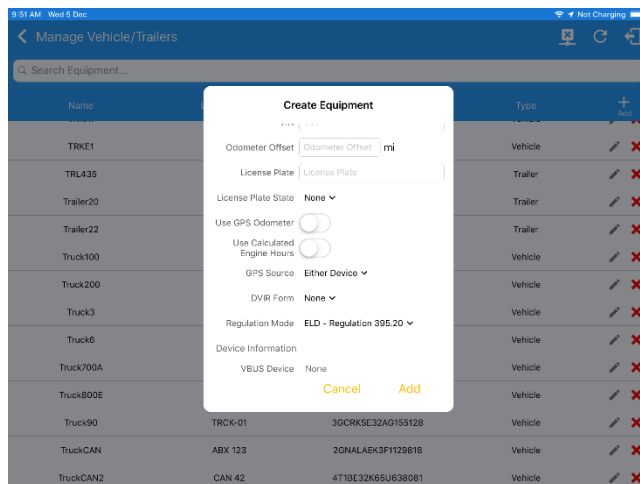




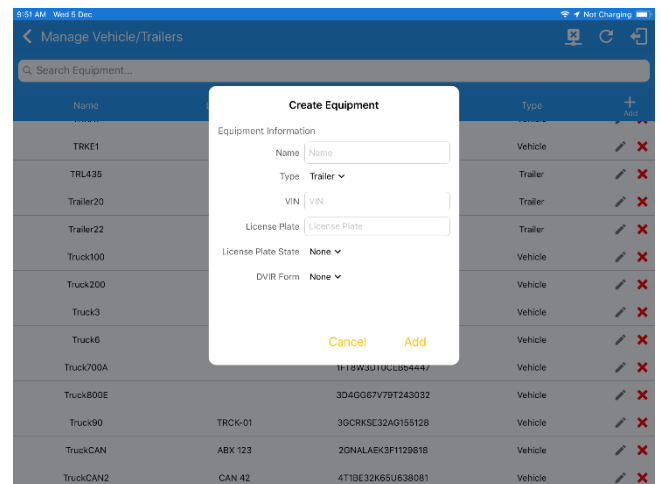
**Android app** Create Equipment dialog

Tap the Add button to save the new truck or trailer or, tap the **CANCEL** button to cancel adding the new truck or trailer.

**Note:** Add button will be available only when 'Add' permission is enabled for that certain driver. On the portal, go to driver's management page, Vehicles' Add checkbox and Trailer's Add checkbox need to be checked. Otherwise, the driver will not be able to add an equipment.



**iOS app** Create Equipment (Vehicle) dialog



**iOS app** Create Equipment (Trailer) dialog

#### Notes:

- The connection type defers on the VBUS Device selected.
- For iOS app, VBUS Device information is not displayed. Only for Android application.
- If user selects "Digi WVA" in connection type, then admin password field is required.
- Firmware version field can be manually populated. For some VBUS device, it is already pre-populated.

- In the Portal, an ability to determine on which VBUS devices will be displayed is present. Accordingly, on the app, only those devices selected on the portal will be displayed in the “VBUS Device” menu.

When creating/modifying an equipment with a selected type of “Trailer”, the VIN field is also enabled but is not required when saving. VIN field does not require valid format.

If the VIN is optionally populated and that the source is not the engine ECM, it will be auto converted to capital letters when saved.

Manage Vehicles/Trailers				
Name	License Plate	VIN	Type	+ ADD
Trailer20		1FTW33P54EA65602	Trailer	
Trailer22		1FT8W3DT0CEB54447	Trailer	
Trailer44			Trailer	
TRKA1		5NPE34AFXFH053565	Vehicle	
TRKE1	BAC 071	3B7HC13Z2WG155910	Vehicle	
Truck100	TRCK-02	JHMC06658XC001323	Vehicle	
Truck200	ABC 677	1FT8W3DT0CEB54447	Vehicle	
Truck3		1FT8W3DT0CEB54447	Vehicle	
Truck6	ASDK 20348	2B3AD46V64H593921	Vehicle	
Truck700A	ABC 013	1FT8W3DT0CEB54447	Vehicle	

Search Equipment

Once the new vehicle or trailer has been added, it will be displayed in the **Manage Vehicles/Trailers screen**.

Deactivated or deleted equipment will no longer be available on the vehicle and trailer lists.

**Note:**

- Drivers on the app cannot change the Regulation Mode unless the driver is allowed to do so by enabling the following account control within the Account Settings under App Controls -> ‘Allow drivers to specify vehicle HOS Regulation Mode’.

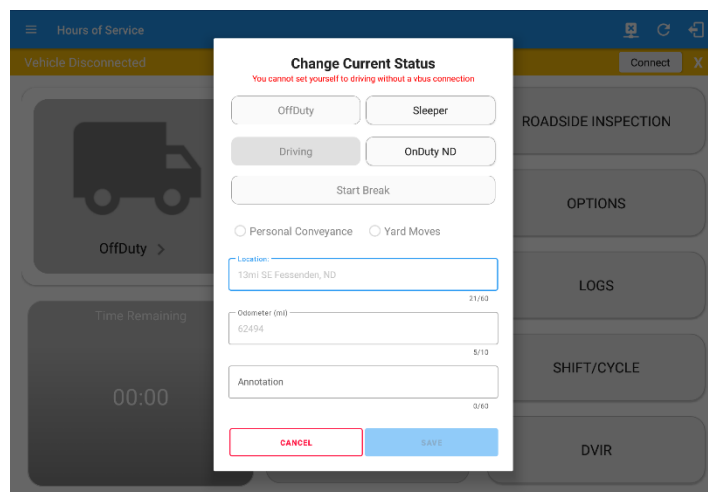
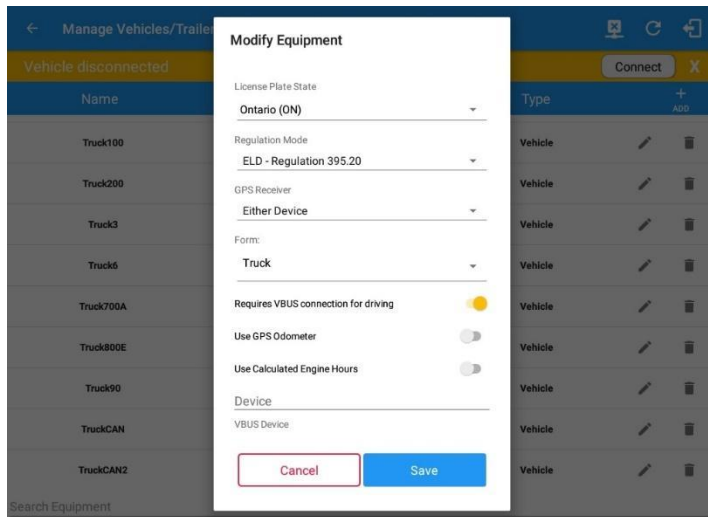
A **GPS Receiver** option allows the user to change how to get the device GPS positions. The GPS Receiver settings can be set in a specific vehicle in the **Portal > Equipment Management** page.

An **Odometer Offset** allows driver or personnel to adjust the odometer so that the driver will see an odometer matches their dashboard, rather the engine odometer. Possible scenario is when the engine is replaced, and the value is not yet synchronized.

#### Notes:

- *Negative entry for odometer offset field is allowed.*
- *Odometer offset does not affect app screens like Roadside Inspection and Certified Logs PDF.*
- *If the saved offset is 100, and the logs have odometer values of 10, 20, 30, 40, will display to the driver 110, 120, 130, 140 (Odometer + Offset).*

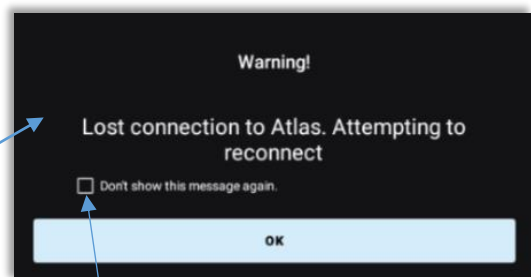
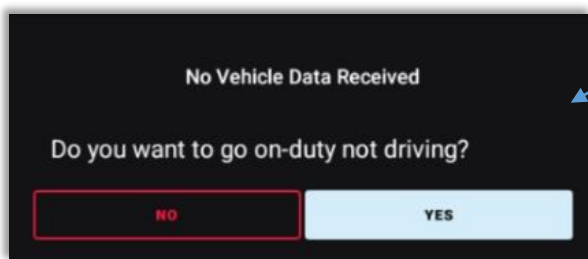
- If the offset is 100, and the driver edits an event to change the odometer from 140 to 130, will display 130 - 100 (the Offset) or 30 to the log.



A **Requires VBUS connection for driving** option prevents drivers from changing to Driving status if they are not connected to a VBUS device. Drivers must have their tablet, iPad, or mobile device connected with the VBUS device using a tethered, Bluetooth, or WIFI-direct connection.

Driving button is disabled and a red note stating, 'You cannot set yourself to driving without a vbus connection' is displayed. For Canada cycle, Driving, Yard Moves, and Personal Conveyance button are disabled when VBUS there's no VBUS Connection detected.

**Note:** This optional feature is controlled by an account property: `hos.temp.enable.assetflagforvbusconnection` which must be enabled by setting it to "true" and checking "Requires VBUS connection for driving" at an equipment level.



If the ELD detects that there's a loss of connection between the VBUS and App, a prompt will be displayed warning the loss of VBUS connection.

After 5 minutes without reconnection, the "No Vehicle Data Received" dialog will display.

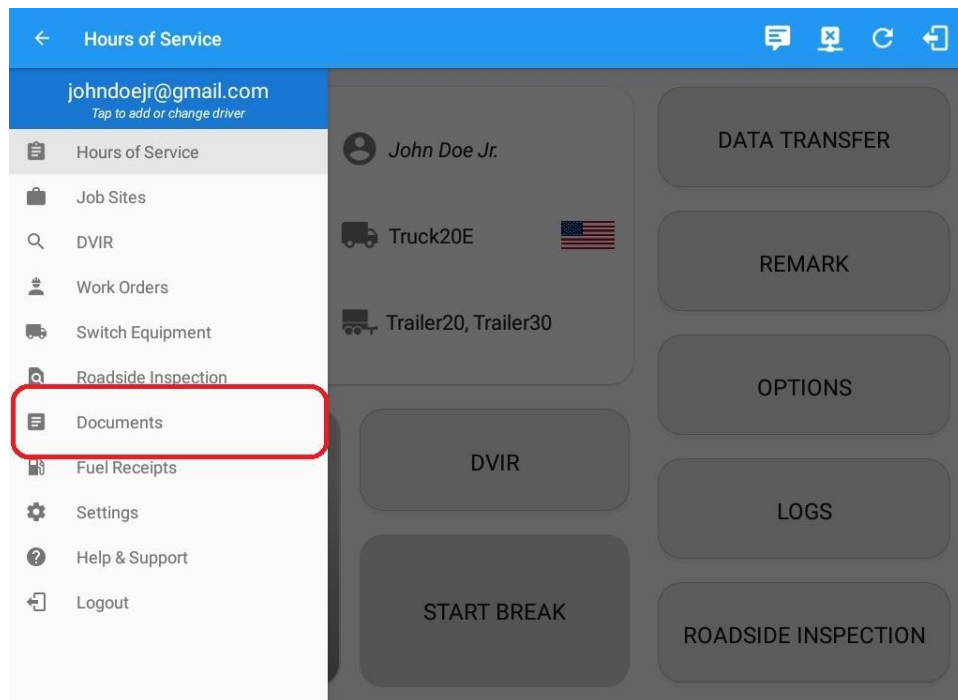
By ticking this checkbox, this won't show the warning message again when the ELD detects a lost connection to VBUS device.

## 8 Documents

The Documents feature provides an easy way to capture, view and email documents related to hours of service activities. This includes documentation such as bill of lading, fuel receipts, accident photos etc.

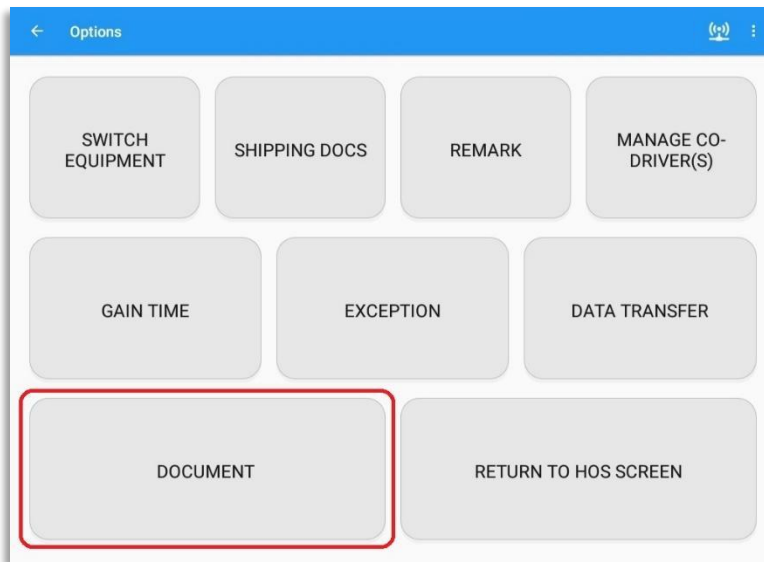
There are number of ways to access this feature:

### 8.1 Documents – Main Navigation Menu

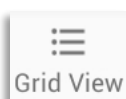
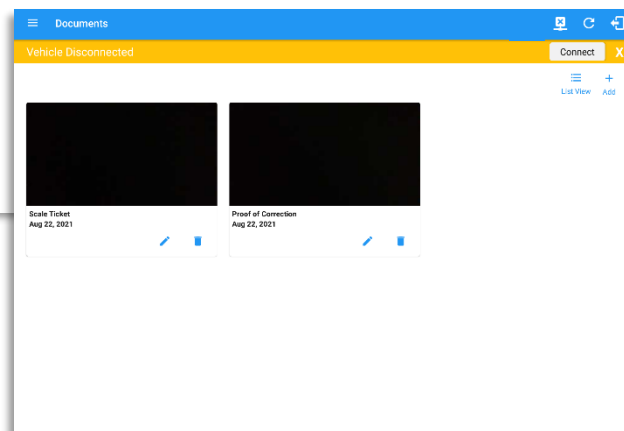
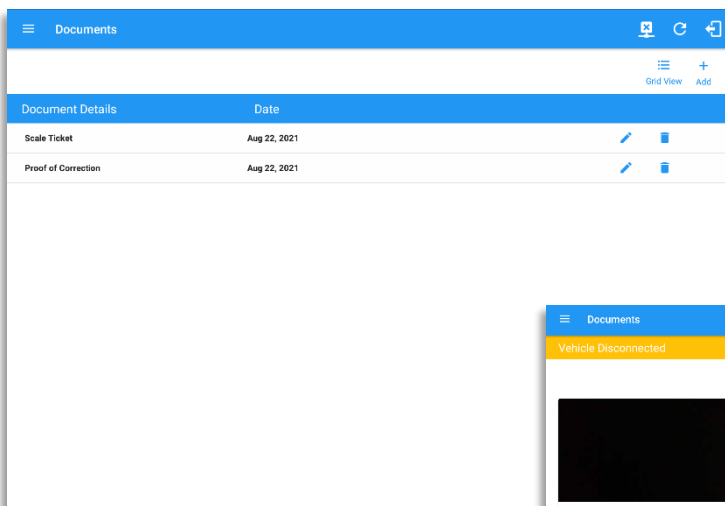


1. Slide the screen from left to right to show the **Main Navigation Menu**.  
Or
2. Tap the **Main Navigation button** to show the Main Navigation Menu.
3. Select the **Documents** button from the Main Hours of Service Menu.

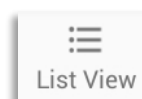
## 8.2 Document – Options Menu



From the **Hours of Service Main Screen**, tap the Options button and then tap the **Document** button.



Grid View

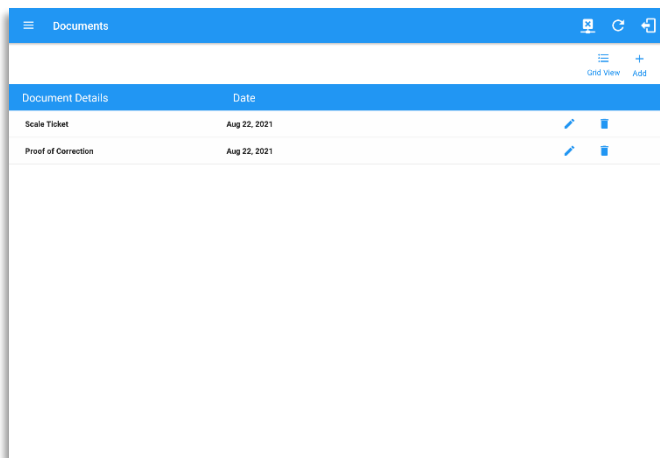


List View

**Note:** The Documents screen has two views; Grid View

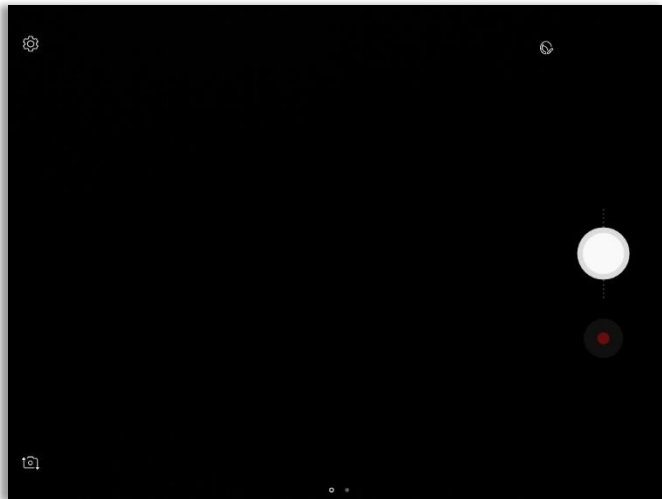
or 'List View'.

## 8.3 Adding Documents



Tap the **Add** button, the camera app will open, and you can then take a picture of the document or damage etc.

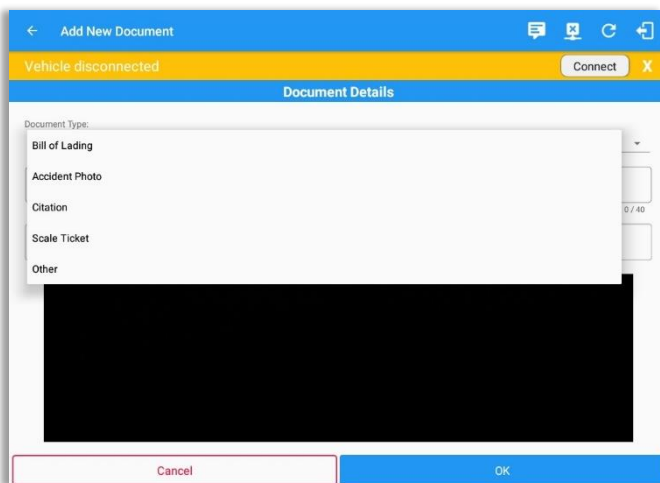
After tapping the Capture Image button, tap the Save button to save the image and add it to your document. You can also discard the image if you are not happy with the picture by tapping the Retry button.



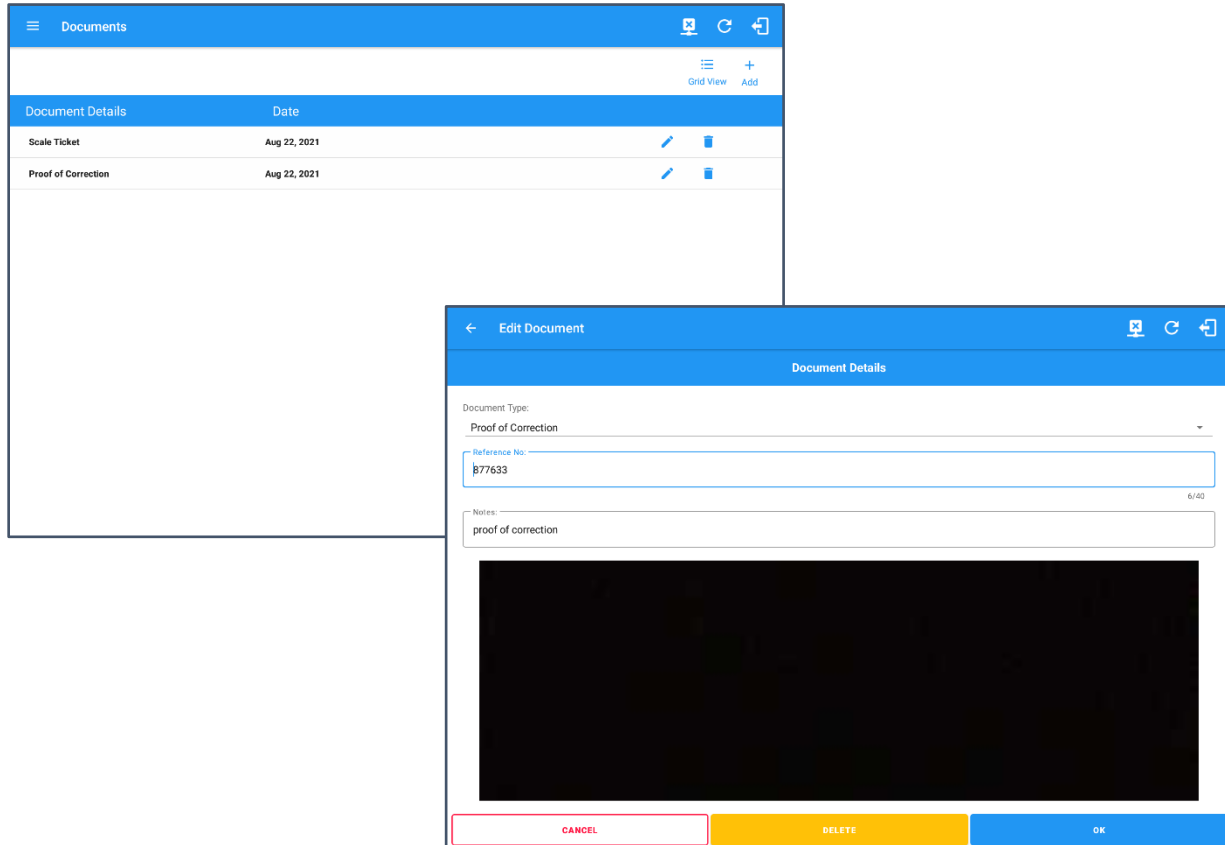
Select the type of document you wish to save by tapping the Document Type drop down list and selecting from the available options.

Enter your **Reference Number**  
Add any **Notes** to support the image.

Tap the **OK** button to save and continue or tap the **CANCEL** button to return without saving.



## 8.4 Editing / Deleting a Document



Tap the **Edit** button adjacent to the relevant document, make any required changes.

Tap the **OK** button to save the changes.

Tap the **Cancel** button to return without saving changes.

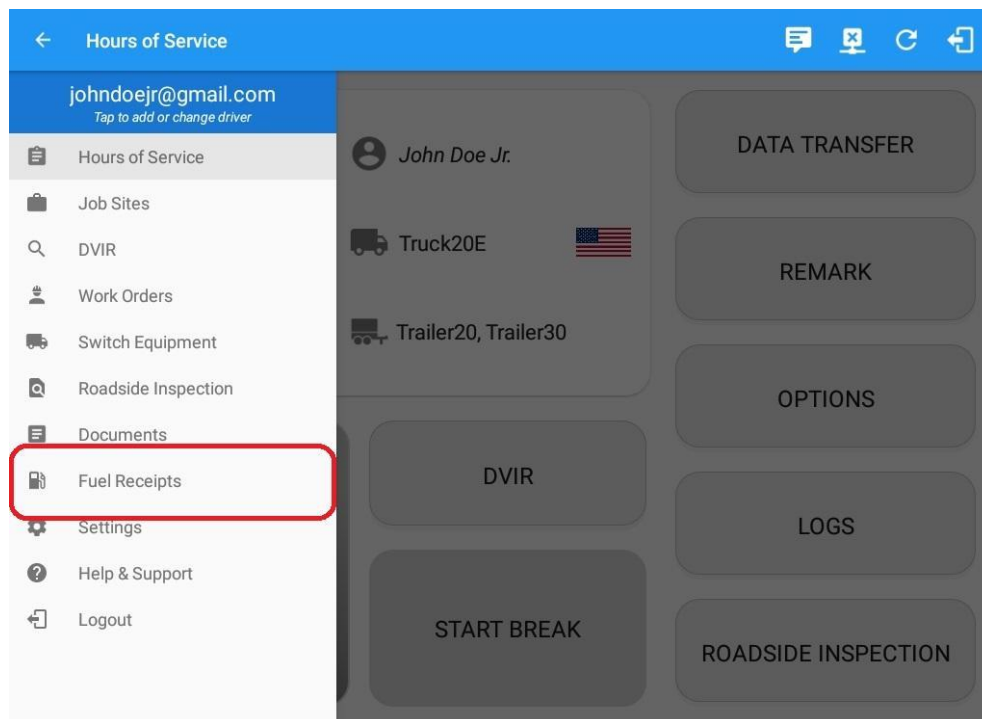
Tap the **Delete** button to delete the document completely.



## 9 Add Fuel Receipts

The Fuel Receipt's feature provides an easy way to capture and view fuel receipts purchased related to hours of service activities.

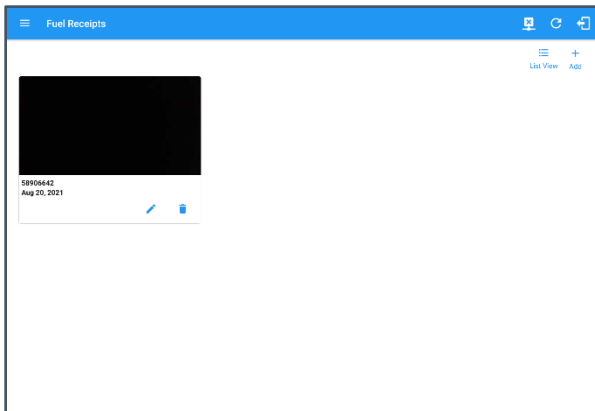
### 9.1 Fuel Receipts – Main Navigation Menu



- Slide the screen from left to right to show the **Main Navigation Menu**.  
or
- Tap the **Main Navigation button** to show the Main Navigation Menu.
- Tap on the Fuel Receipts button from the Main Hours of Service Menu.
- 

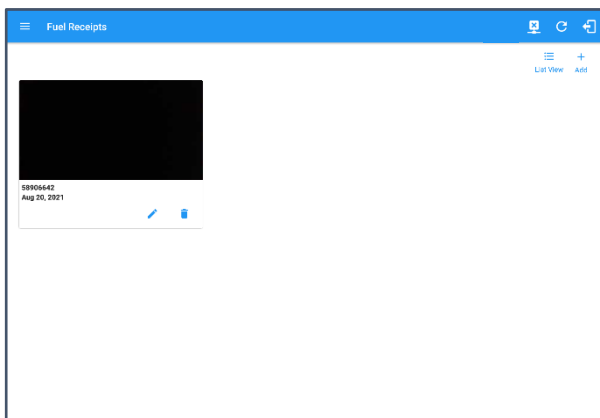
**Note:** Fuel Receipts tab will not be available for driver whose account does not have a State Mileage feature enabled on portal.

## 9.2 Fuel Receipts Screen



**Note:** You can change the documents' view to either "List View" or "Grid View".

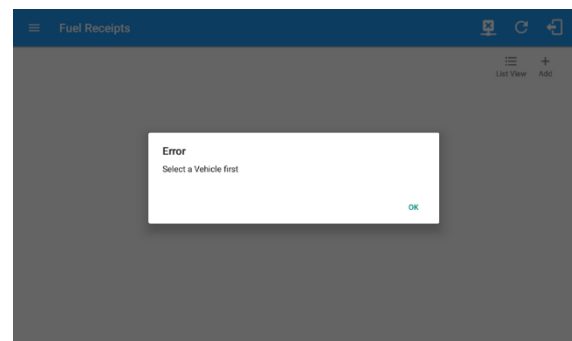
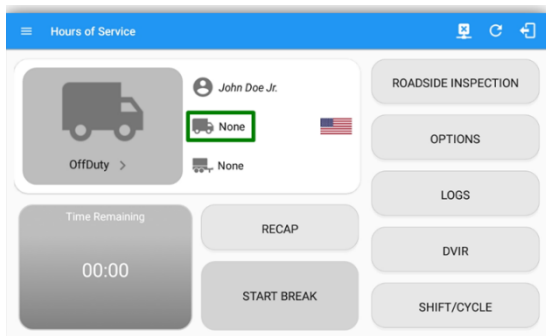
## 9.3 Adding Fuel Receipts



The camera app will then appear to take a picture of the fuel receipt.

After tapping the Capture Image button, select the Check mark button to save the image and add it to your document. You can also discard the captured image by selecting the 'X' mark button.

For android app, if a driver's current vehicle is "None" an error dialog will display saying "Select a Vehicle first".





**Note:** A Driver can only add a fuel receipt if the current vehicle selected is not "NONE".

Fill in the necessary information:

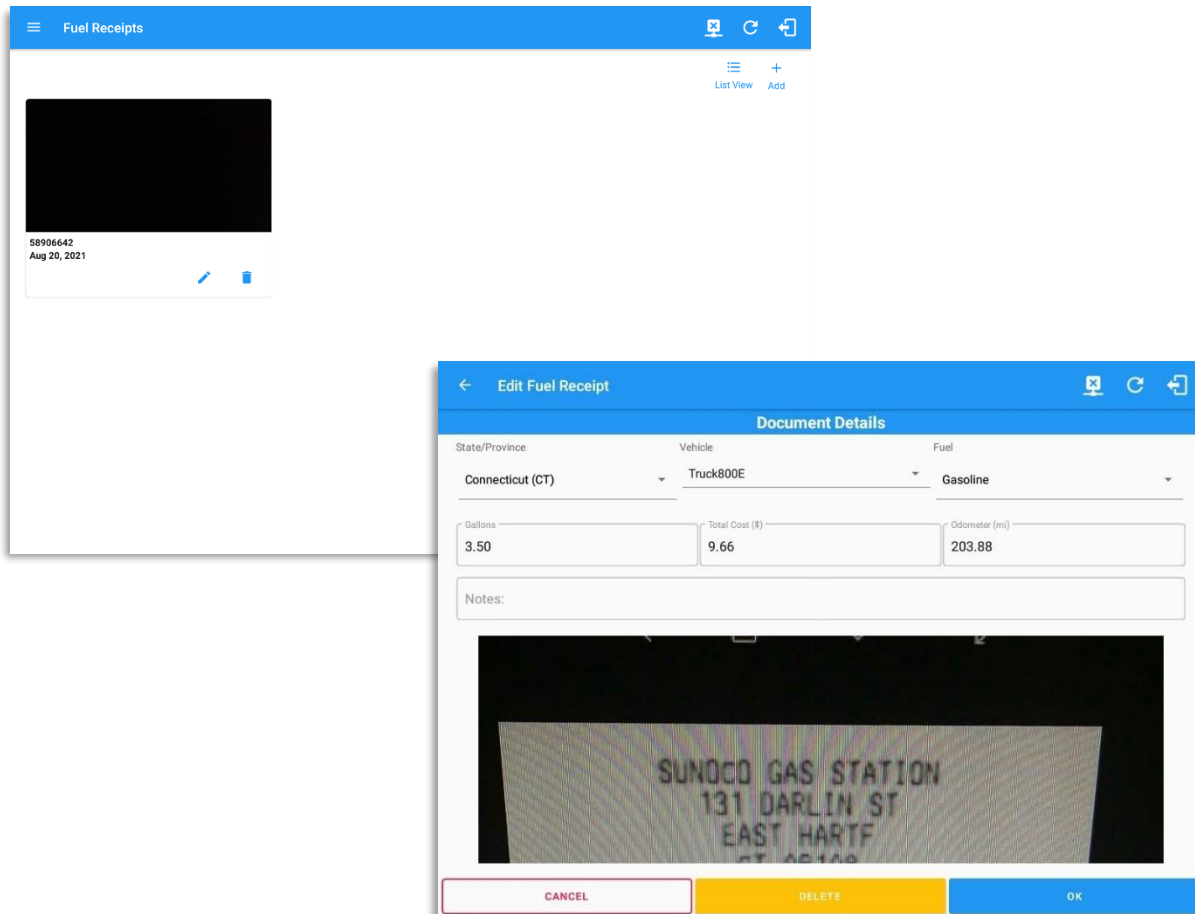
- Reference No.
- Address, City and State/Province are pre-populated when location is captured
- Vehicle
- Fuel Type
- Gallons
- Total Cost
- Odometer
- Notes

**Note:** Unlike adding a document (e.g Citation or Bill of Lading), additional fields will be displayed when adding a Fuel Receipts.

After filling in all the fields you can now tap the  button to successfully add the document. You can also tap the  button to cancel adding the fuel receipt.

**Note:** For every Fuel Receipt created via the App Fuel Receipt feature, it creates a Remark event, found on the Edit Logs screen, with a note "Purchased 3.5 gallons at \$9.66 price (sample note for the above purchased).

## 9.4 Editing or Deleting a Fuel Receipts



Tap the Edit button adjacent to the relevant fuel receipts, make any required changes.

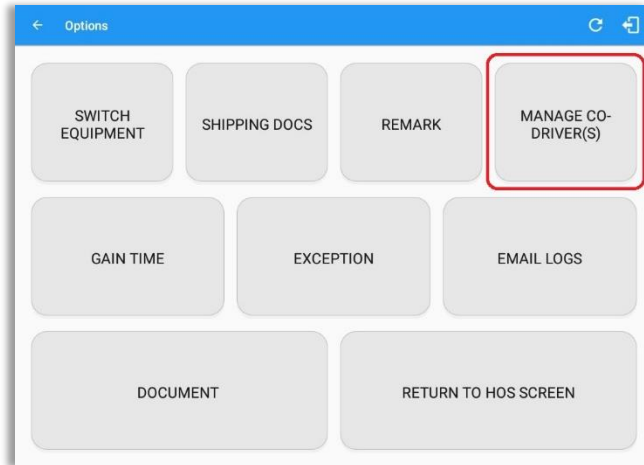
Tap the **OK** button to save the changes.

Tap the **Cancel** button to return without saving changes.

Tap the **Delete** button to delete the fuel receipt completely.

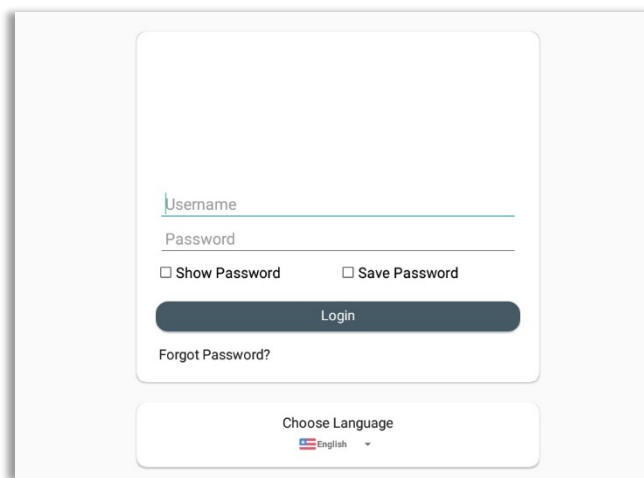
## 10 Co-Drivers

### 10.1 Logon Co-Driver

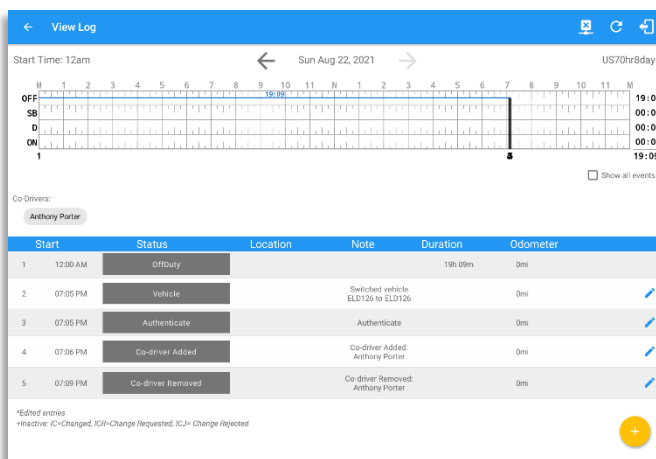


From the **Hours of Service Main Screen**, tap the **Options** button and then tap the **Manage Co-Driver(s)** button.

**Note:** Manage Co-Driver(s) new UI is still implemented on Android app only.



Personnel accounts cannot be Co-Drivers. Only authenticated users with a Driver role are allowed to log-in as Co-Driver.



The Co-Driver must enter his/her **Username & Password** and then tap the **Login** button to continue, he/she will then be logged on successfully and the **Hours of Service Main Screen** will display their log details.

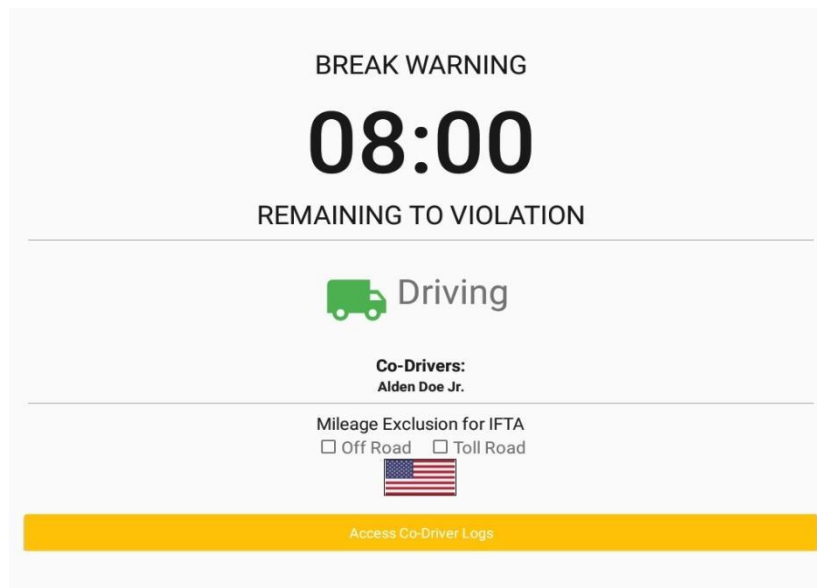
**Note:** A remark with a note "Co-driver Added: <co-driver name>" will be recorded on the event history list every time a co-driver is logged on the app or a note "Co-driver Removed: <co-driver name>" if co-driver logged out from the app.

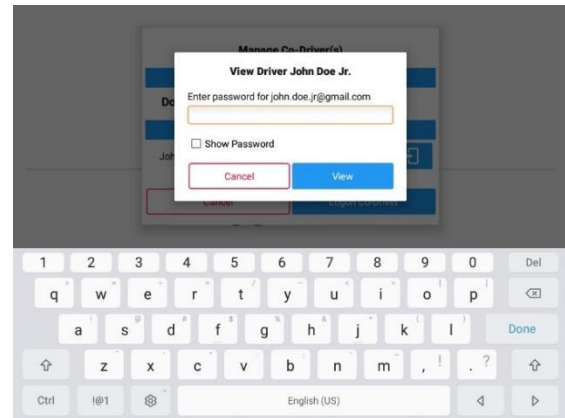
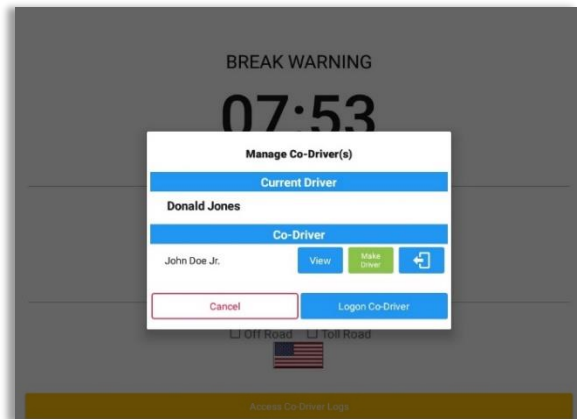


In addition, the Co-Driver's name is displayed in the daily logs which is placed under the grid chart.

## Team Driving

When in Team Driving, The Co-Driver is allowed to review his/her information by having the "Access Co-Driver Logs" option on the lock screen which allows them to access the Hours of Service dashboard and subsequently select the Logs option while the vehicle is still in motion.





See steps in 10.2 Switch Driver to complete process.

On Co-Driver's login page, 'Cancel' button is visible to cancel the attempt to log in a co-driver.

Once the Co-Driver has successfully logged in, the main dashboard is displayed with the co-driver's information while setting the app in Review Mode with limited capabilities.

## **Review Mode**

When in Review Mode the Co-Driver cannot receive or access:

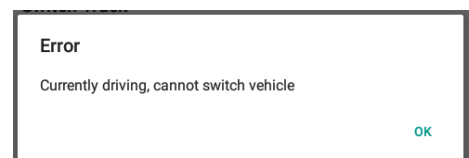
- Driving Notifications and alerts which relates to the Driver
- Lock screen will not display even if the vehicle is in motion
- Cannot switch vehicle
- Cannot change the current event in to Driving event
- Cannot update any preferences related to background services

When in Review Mode the Co-Driver can receive or access:

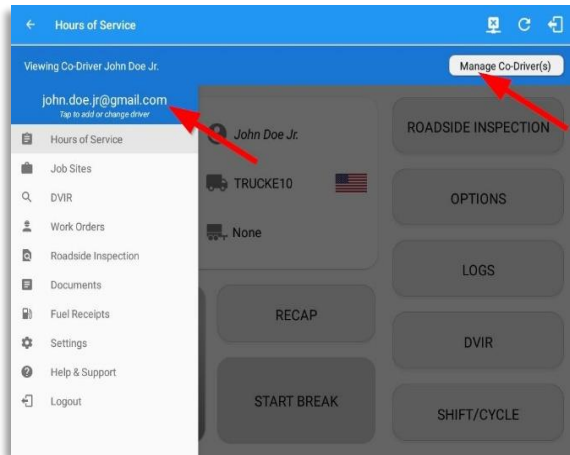
- Data Diagnostics and Malfunctions pop-up dialogs
- Pending Edit Request(s)
- Allow modifications on previous events
- Can edit current event to OnDuty ND, OffDuty & Sleeper except changing it into Driving

**Notes:** (When the vehicle is still in motion)

- Attempts to change the vehicle while driving will only display an error stating "Currently driving, cannot switch vehicle."
- Attempts to Accept or Reject requested driving event is not allowed in a co-driver's account, instead an error dialog is displayed stating "Cannot Accept Pending Edits while Driving".



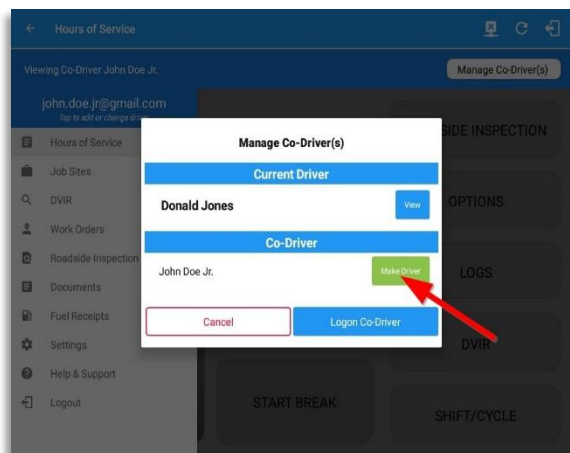
When a Co-Driver is on the Review Mode and that the vehicle is not in motion, an option to make the co-driver to become the Driver is available.



Tap on the **driver email** above the menu list. or

Tap on **Manage Co-Driver(s)** button displayed below the app header.

On Manage Co-Driver(s) dialog, user will be able to see the Current Driver and Co-Driver(s) logged into the app.



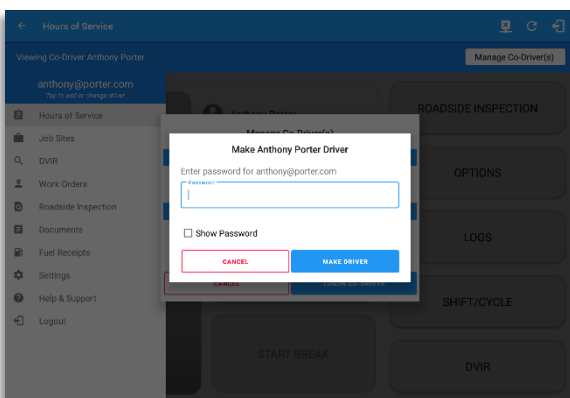
Tap on **Make Driver** button to confirm to make the co-driver become the Driver. After a successful switch, 'Removed as Active Driver [(Date Time)]' and 'Assuming Role as Active Driver [(Date Time)]' remark will be logged on both primary driver and co-driver.

Enter **password**.

If **Make Driver** button is tapped, the VBUS services will restart under the new driver's account.

If **Cancel** is tapped, the dialog will close.

**Note:** Tapping "Make Driver" button while the main driver is in a Driving state will prompt an Error dialog stating, "Currently driving, cannot switch drivers".

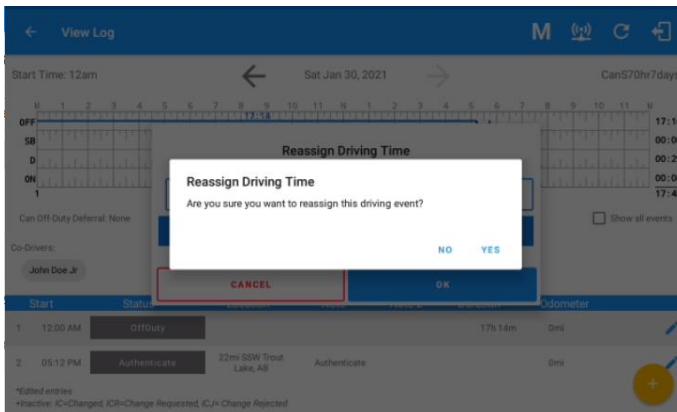
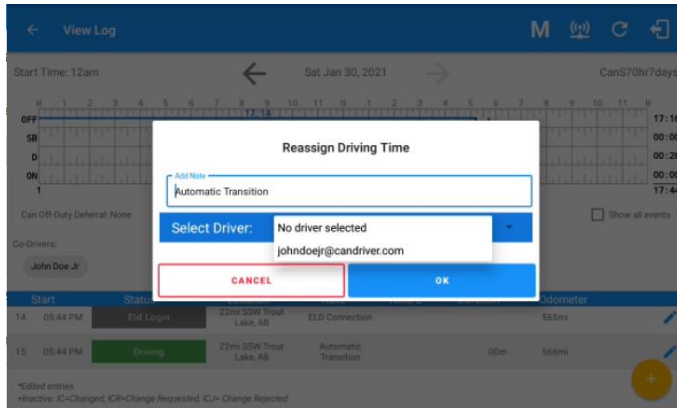


**Note:** A driver that is set as the Driver is the one currently using the application while the other one is only in the monitoring state.



## Reassign Driving Time

The ELD does not permit the main driver to edit an automatic transition event. Main driver can reassign an auto-driving event to his co-driver, but co-driver can't accept a driving event when he's role is not the active Primary/Main Driver.



Tap on the Edit button of the created auto driving event to display the Reassign Driving Time dialog. Select for the co-driver's name of the list.

Once the OK button is tapped, it will display a confirmation dialog whether to proceed in reassigning the driving time event.

If **YES** is tapped, the driving event will have recorded as an Inactive Changed (IC) event on the main driver's log

If **No** is tapped, the dialog will close and will not reassign the driving time.

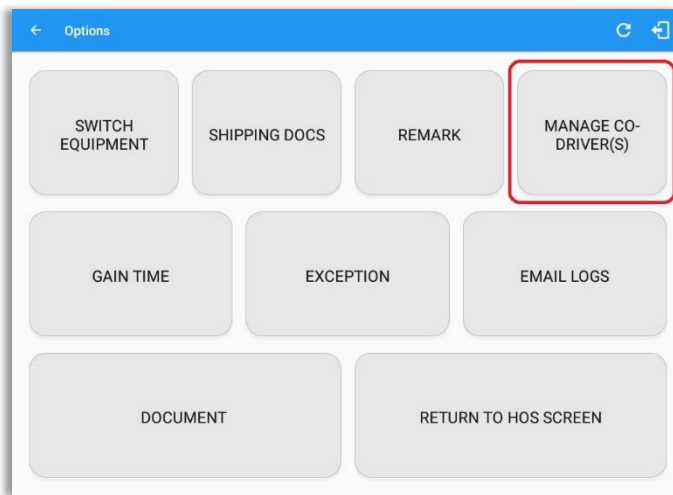
Switch to the Co-Driver's account to check the Reassign Driving Time which will be displayed on the Pending Edit Request dialog.

If **Accepted**, the driving event will be reassigned and recorded on the co-driver's log.

If **Rejected**, the driving event will not be recorded under the co-driver's log. However, it will be displayed as an Inactive Changed Rejected (ICJ) event on Co-driver's log and will remain as an active event on the Main driver's log.

**Note:** A Co-Driver is not allowed to accept or reject a requested Driving event. Only "Driver" can switch to "Driving" as current status.

## 10.2 Switch Driver

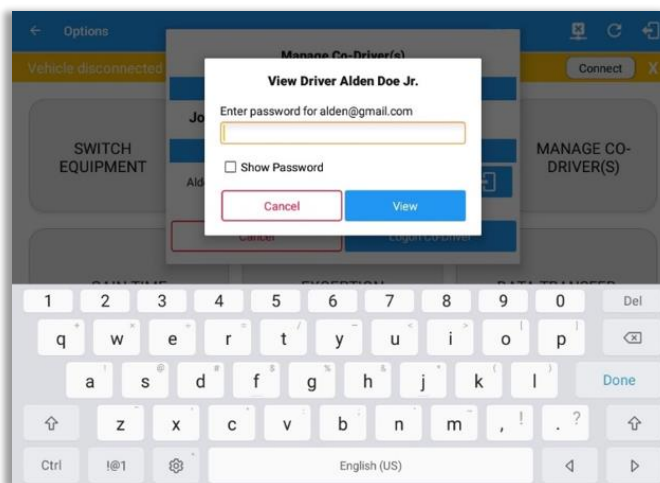


From the **Hours of Service Main Screen**, tap the **Options** button and then tap the **Manage Co-Driver(s)** button.



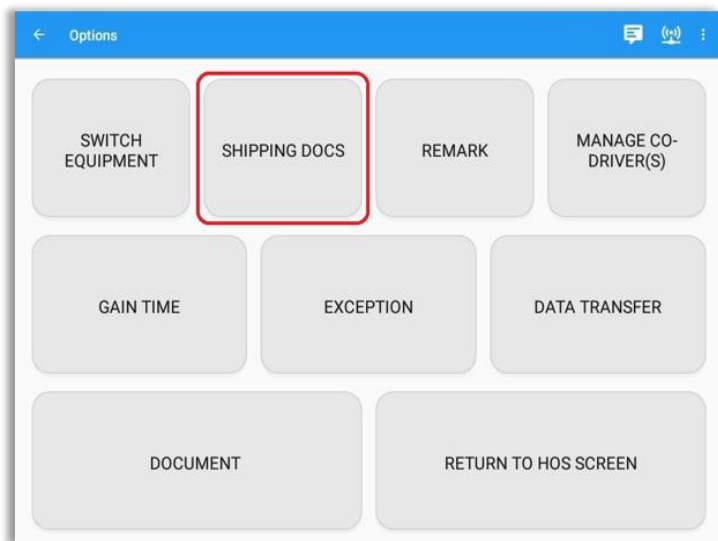
In **Manage Co-Driver(s)** dialog, tap **View** button to switch between all logged on drivers.

Tap the **Cancel** button to return to the **Options** screen.

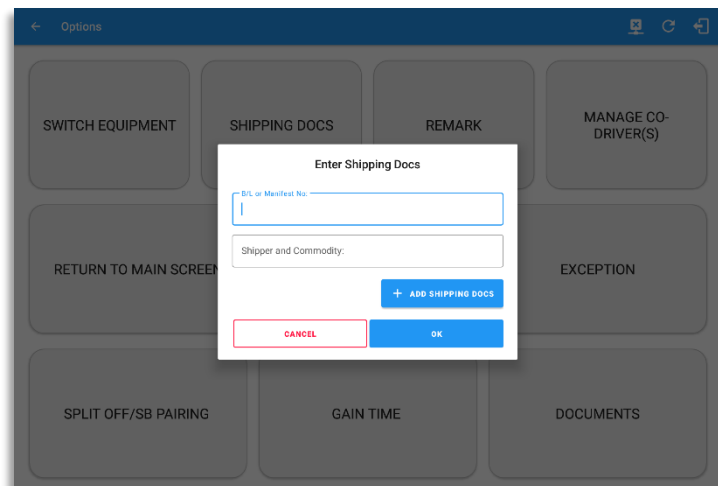


The Hours of Service app then asks the co-driver to input the password to authenticate the account.

## 11 Shipping Documents



From the **Hours of Service Main Screen**, tap the **Options** button and then tap the **Shipping Docs** button.

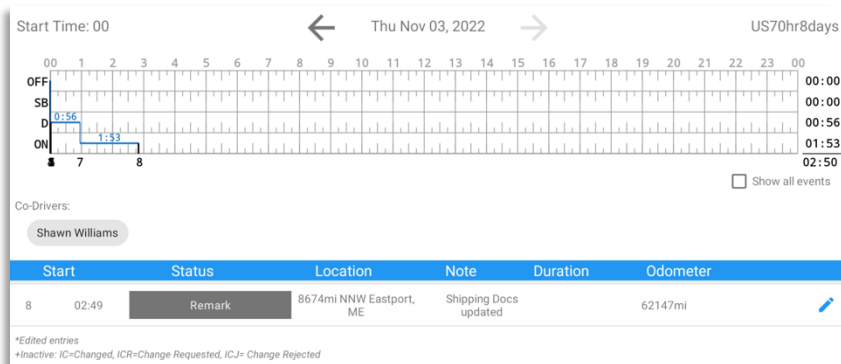


Enter the **Bill of Lading** or **Manifest Number**.

Enter the **Shipper** or **Commodity**.

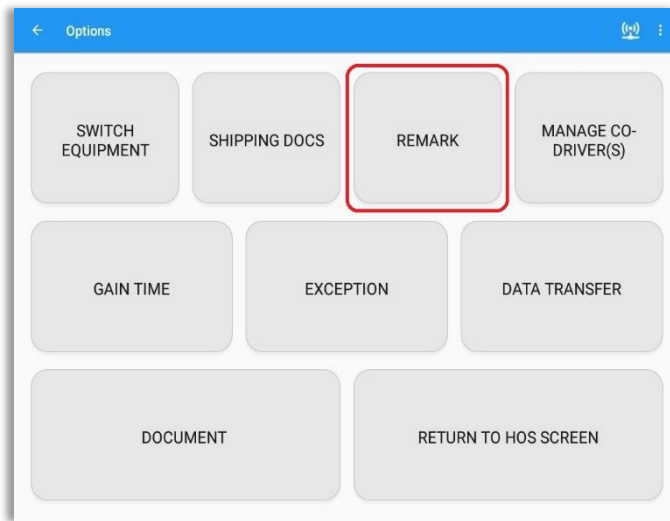
Tap the **OK** button to save the details.

Tap the **CANCEL** button to return without saving.

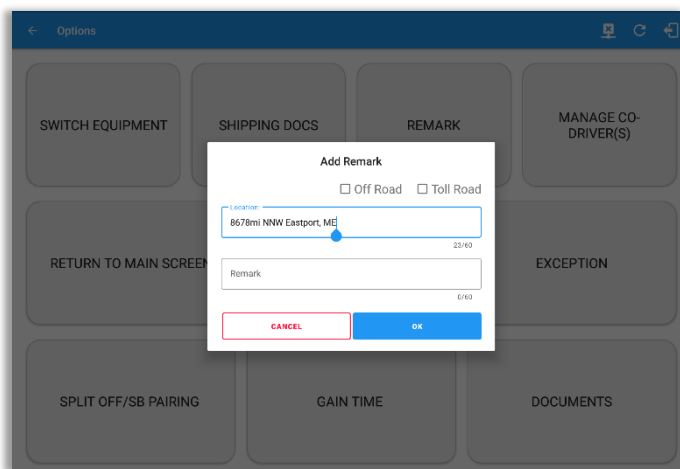


A **Remark** will be created o driver's logs after adding Shipping Documents.

## 12 Add Remark



From the **Hours of Service Main Screen**, tap the **Options** button and then tap the **Remarks** button.



Enter the **Location** (optional).

Enter the **Remark**.

Tap the **OK** button to save the remark.

Tap the **Cancel** button to return without saving.

### Off Road / Toll Road Feature:

- When **Off Road** is enabled, it will create an event with an “Off Road” note. When unchecked, it will create an event with an “On Road” note.
- When **Toll Road** is enabled, it will create an event with a “Start Toll Road” note. When unchecked, it will create an event with an “End Toll Road” note.

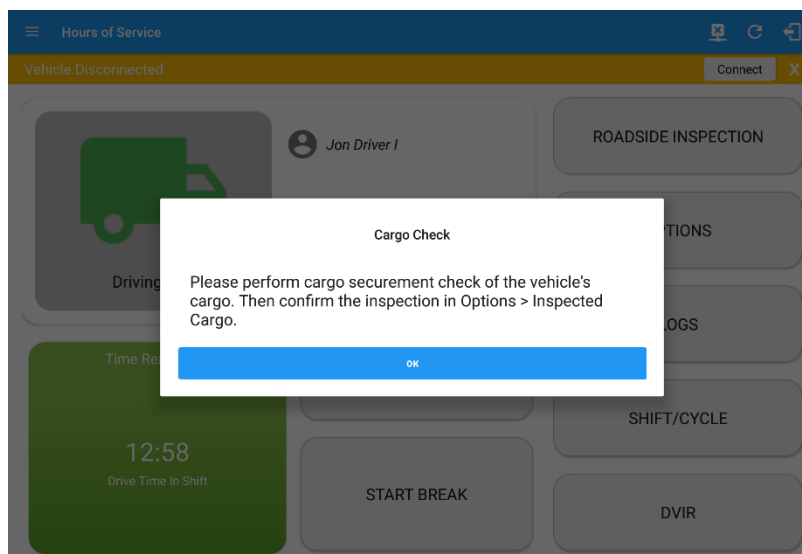
**Note:** Hide or unhide “Off Road” and “Toll Road” options in the portal->Account Controls under App Controls-> “Show Off Road” and “Show Toll Road” checkboxes.

## 13 Inspected Cargo (Canada only)

In Canada, drivers need to ensure that cargo is transported safely and secured in accordance with National Safety Code standards.

The app will prompt the '**Cargo Check**' dialog to remind driver of the vehicle to regularly re-inspect the vehicle's cargo based on whichever of the following occurs:

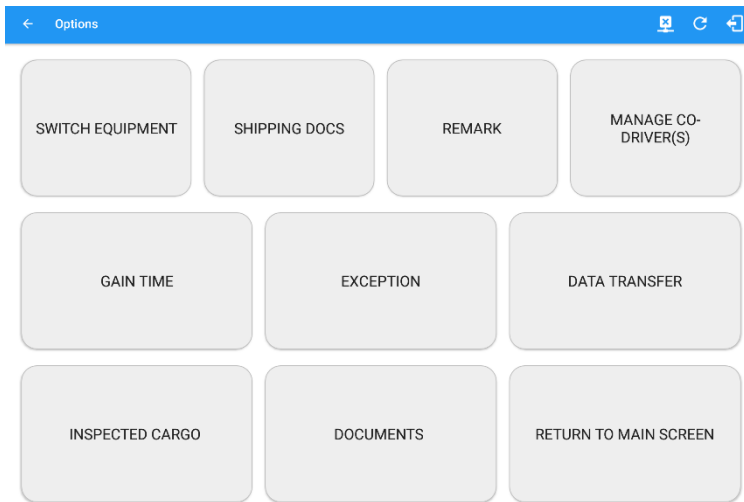
- (a) there is a change of duty status
- (b) the vehicle has been driven for 3 hours; or
- (c) the vehicle has been driven for 240 kilometers.



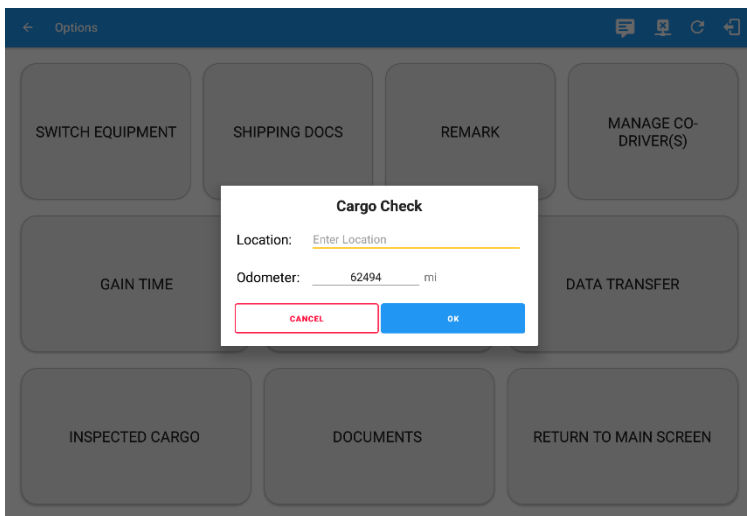
Once the 'Cargo Check' dialog prompted, go to main dashboard > **Options** button > **Inspected Cargo** button to confirm that cargo has been inspected. A 'Cargo Inspected' remark event will be recorded on event history list with location and odometer information.

If driver has not performed a Cargo inspection, the 'Cargo Check' dialog will prompt every after 30 minutes from the time 'Cargo Check' dialog displayed.

**Note:** Go to **Settings** > **Driving Rules** section > **Use Cargo Securement** toggle option to enable (enabled by default) or disable the Cargo securement feature.



From the **Hours of Service Main Screen**, tap the **Options** button and then tap the **Inspected Cargo** button.

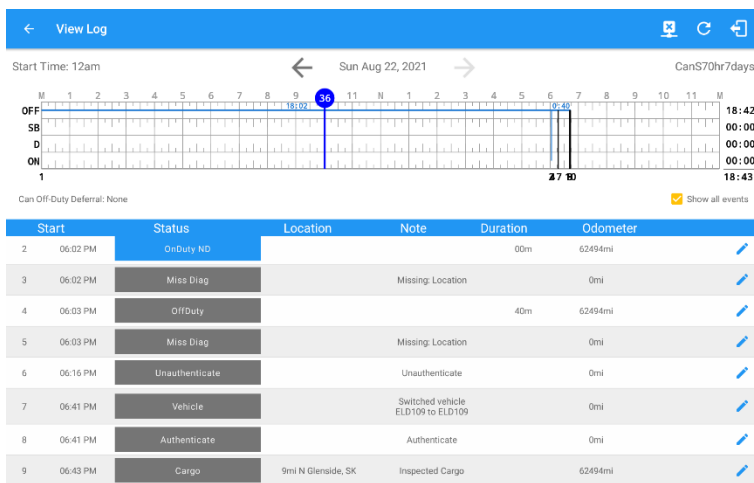


Enter the **Location** (Auto-populated when app detected a location).

Enter the **Odometer** (Auto-populated when app captured an odometer from the ELD device).

Tap the **OK** button to save the remark.

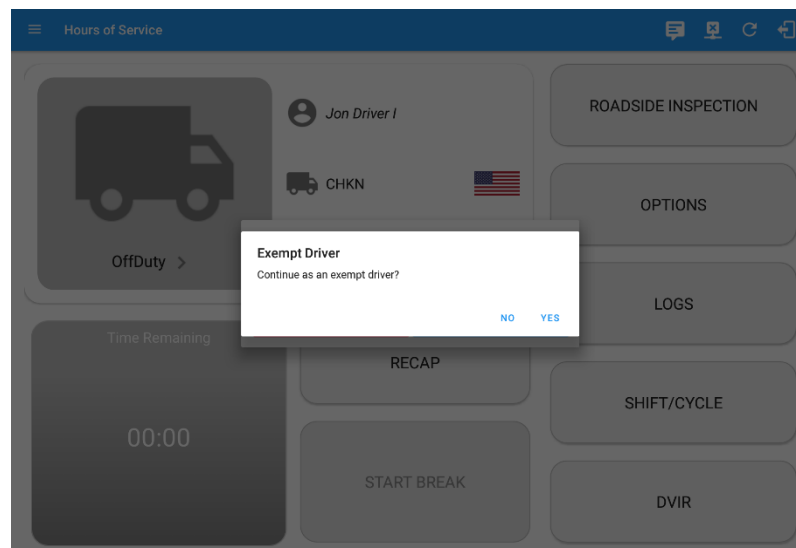
Tap the **Cancel** button to return without saving.



A **Cargo** event will be recorded on event history list with location and odometer information.

## 14 Exempt Driver

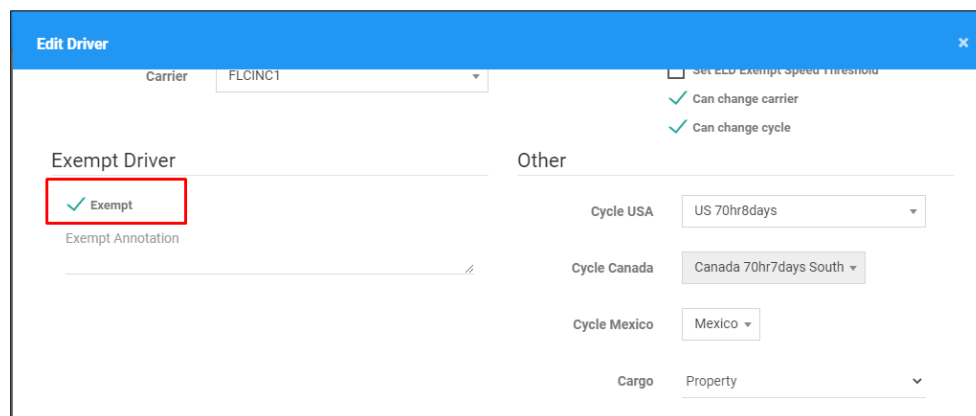
If the Driver is an **Exempt Driver** or a driver that operates under the short-haul exemption (395.1 (e)), upon *logging in* or *logging out* a dialog will display confirming whether the driver chooses to continue as an exempt driver.



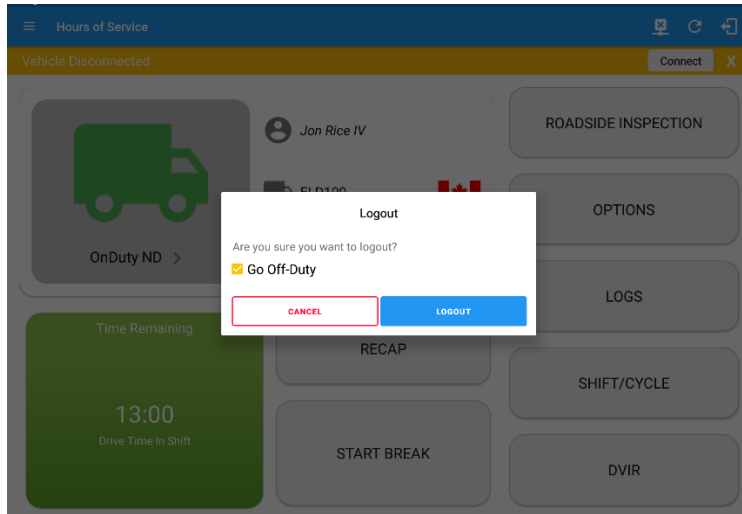
By selecting the **YES** button, the **“No Logs for Non-CDL-Driver Short-Haul Drivers operating within 150 air-miles”** exception will be enabled.

### To configure an exempted driver:

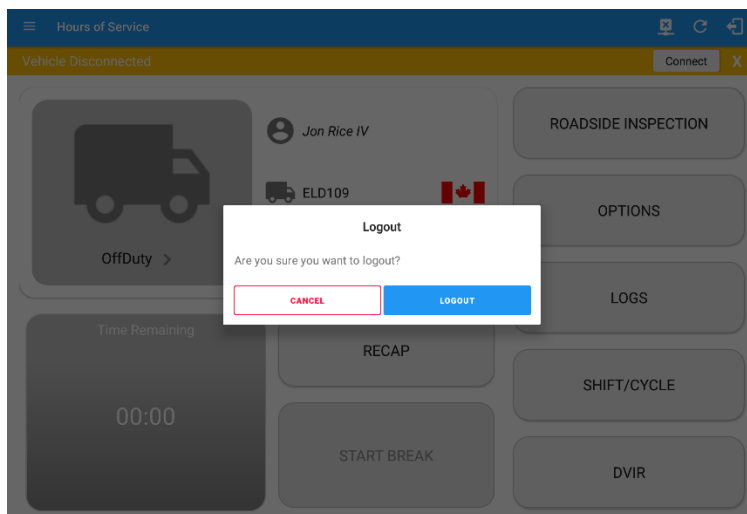
- Go to **Settings > Drivers** page
- When adding or editing a driver’s account, an **Exempt Driver** option is displayed.
- By ticking the box, it will enable the driver to be in exemption mode



## 15 Logout



Logout message when status is still **'On Duty'** or **'Driving'**.





Logout message when status is **'Off Duty'** or **'Sleeper'**.

**Note:** Once the **"Logout"** option is tapped, the valid driver that logged in to the Hours of Service app will be logged out and the Hours of Service app will be close completely (with no VisTracks service or VBUS service running in the background).



## 16 Unidentified Driving Events

**Unidentified Driving Events** are events that are automatically recorded when a vehicle has been moving while there is no driver logged in. These events are recorded under “**Unidentified Driver**” account. Unidentified Driving events can be accepted by actual drivers upon logging in to the app (within the Pending Request(s) window). Accepting the unidentified driving event also records an associated On-duty event on the driver’s log.

Pending Edit Request(s)					
Tap each event to view details					
Event	Start	Date	From	Action	
1 Driving	08:07 PM	Aug 20, 2021	Unidentified	 Accept	 Reject
<b>CANCEL</b>					

When the next Authenticated Driver logs in or logs out, this popup will then appear. For the Unidentified Driving Events to be reassigned, the logged in driver will be the one to accept or reject the **Pending Edit Requests** of the Unidentified Driver.

Unidentified Driving event assigned by Personnel via portal can be rejected by the driver.

**REJECT**

Do you want to reject this event?

Event: Driving
Start: Aug 20, 2021 08:07 PM
End: Aug 22, 2021 06:17 PM
From: 3mi W Hoover, AL
To:
Vehicle Miles: -461
VIN: 3B7HC13Z2WG155910
Equipment ID: ELD140
Origin: Unidentified
Note: Automatic Transition
Reason:

Annotation

0/60

**CANCEL** **YES**

**Reassign Driving Time**

Add Note  
Accepted

Select Driver: No driver selected  
1259380@unidentifieddriver.com

**CANCEL** **OK**

**Note:**

- Odometer field is displayed for edit request(s) made by the Personnel, but it is displayed as Vehicle Miles field for edit request(s) made by the Unidentified Driver.

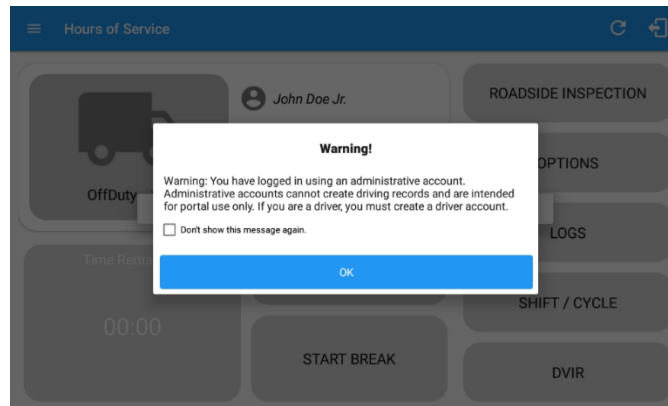
- The Unidentified Driving Event pending edit request dialog has additional details like: **From, To & Equipment ID** compared to that of the Personnel’s pending edit request dialog.

- Mistakenly accepted Unidentified Driving Event can be **reassigned** back to the Unidentified Driver Profile.

## 17 Warning Features

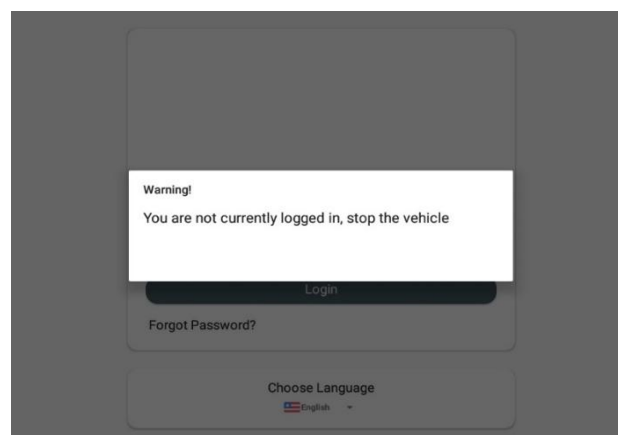
### Administrative Account

If an administrative user logged into the application this warning dialog displays. An admin account is intended to be used on the portal only.



### Audible and Visible Warning

If the driver logged out from the app and the driver does not log onto the ELD, as soon as the vehicle is in motion, the ELD prompts a visual and audible warning reminding the driver to stop and login to the ELD.

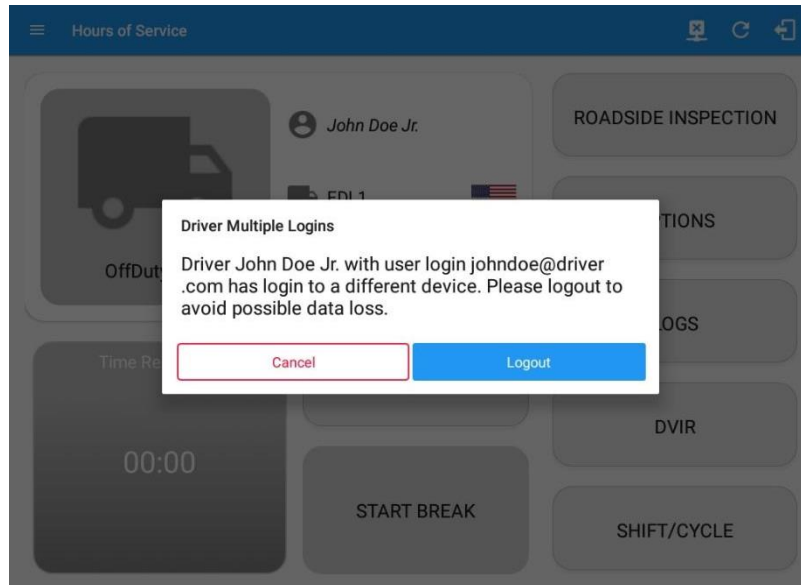


An audible alert is also available that can be heard every couple of seconds.

The **visible warning** stays on screen which prevents the driver from using any features of the tablet except from accessing it through the driver icon on the **notification bar**.

### **Driver Multiple Session**

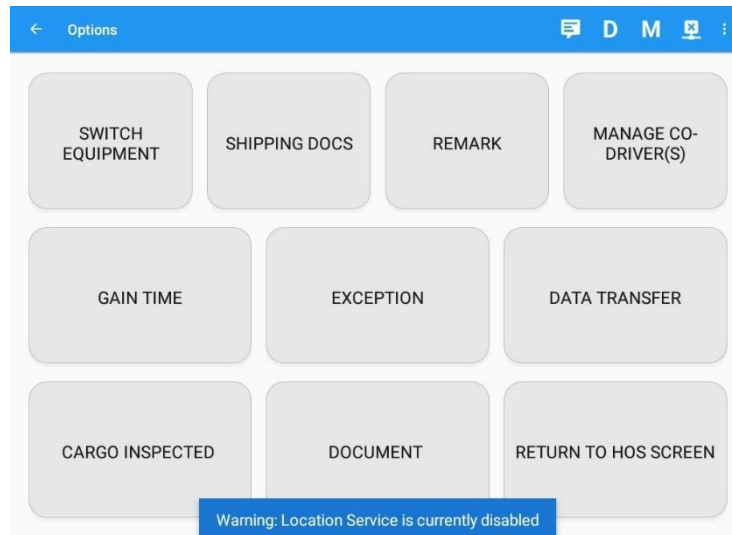
If the driver logged into the application on more than one device, a warning dialog will display on the previous device used informing driver that driver has logged into different device. If driver is prompted with this warning dialog, he/she is advised to logout to avoid possible data loss due to multiple devices logins.



Logging in on a second device will cause this message to be displayed on the first device: **Driver Multiple Session.** 'Driver <driver email> has login to a different device. Please logout to avoid possible data loss.' Tapping the Cancel button will only dismiss the dialog and Tapping Logout will automatically log out the driver's account from the device. Logging out from the device is advised to avoid data loss caused by multiple logins.

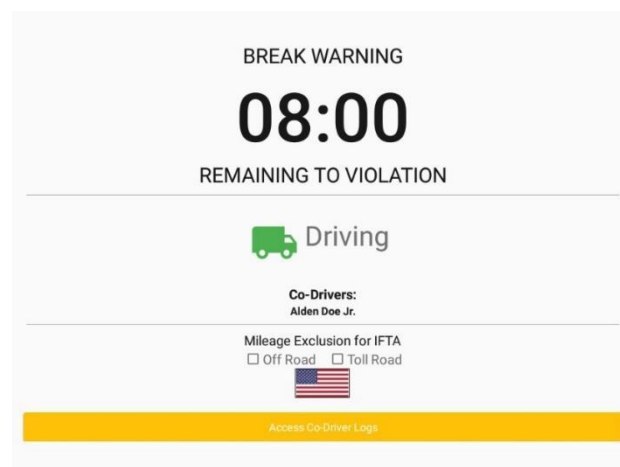
## Location Services

If the driver logged into the application without the Location Services turned on, a snackbar will display on the main dashboard and to other screens except for the screens navigated through the Settings menu. However, when the Location Services of the device is enabled then the snackbar will no longer display.



## Lock Screen

All warnings acquired by the authenticated driver while driving, will be displayed on the lock screen and remains on screen along with a countdown (to 00:00) being displayed however the text will dim down after 15 seconds to not distract the driver. The normal text color (black or white, depending on day/night mode) will be displayed upon tapping of the screen.



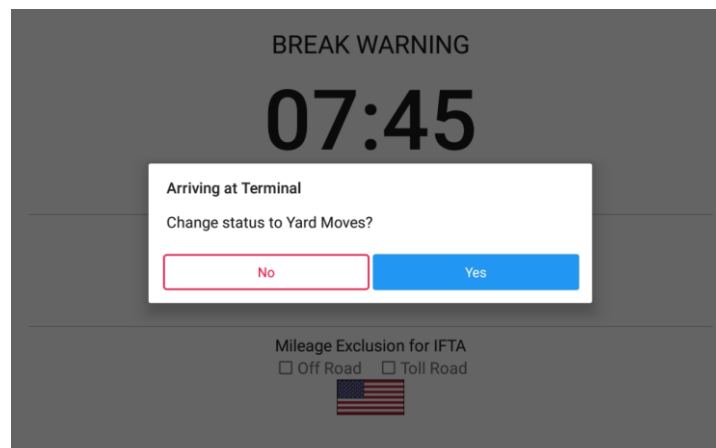
**Notes:**

- If the driver stops driving while one of the checkboxes is enabled the driver can still uncheck the “Off Road” or the “Toll Road” through the Options screen > Remarks.
- When the driver enabled an exception, the active exception(s) will also be displayed on the lock screen.
- Country flag displayed indicates which ruleset the driver is on USA ruleset or Canadian ruleset.
- Co-Driver name is also displayed when in Team Driving.

**Yard Move Radius**

If this feature is enabled on the Driver’s Terminal, a pop-up notification prompts once the vehicle enters the radius (250m, 500m, or 750m) around the terminal informing the driver to change his status to Yard Moves. Tapping Yes, button will change status to OnDuty – Yard Moves, and tapping the No button will retain his current status.

**Note:** If the driving exceeds 20mph or 32 km/h, the status will set to Driving.

**Violation Warning**

If the driver is nearing an hour of service violation, a pop-up violation warning is triggered on the application. This will also show all the violation warnings in one dialog if the application encountered multiple upcoming violations.

## 18 List of Login Errors

These are the different error messages that appear upon an incorrect login. Follow the steps that follow to determine the cause of the error and to mitigate the problem.

Login Errors	Mitigation Steps
No Internet Connection. Check your network connection (Code 15001).	Ensure that the tablet/mobile phone is connected to a data network or Wi-Fi network.
No Internet Connection. Check your internet connection (Code 15001). Continue without syncing?	<p>Ensure that the tablet/mobile phone is connected to a data network or Wi-Fi network.</p> <p>Note: Driver can still successfully continue to login by tapping on 'Continue without syncing' button for driver who has logged into the device before.</p>
Invalid user id or password.	Ensure that the email address and password are correct and valid. The password should match the valid email address.
Driver has been deactivated. Please contact your service provider.	Contact your service provider.
The account you belong has been deactivated. Please contact your service provider.	Contact your service provider.
Unable to communicate with HOS server. Check your internet connection. Continue without syncing?	Try logging in after a few minutes and if error persists, contact your service provider.

A timeout error has occurred.	Ensure that the tablet/mobile phone is connected to a data network or Wi-Fi network with internet access. If issue persists, try again later or contact your service provider.
An unknown error has occurred.	Contact your service provider.
Username is required.	Ensure that the username field is not empty.
Password is required.	Ensure that the password field is not empty.
Login timed out.	Ensure that the tablet/mobile phone is connected to a data network or Wi-Fi network with internet access.
An error has occurred while creating the account. If the error continues please contact Azuga for assistance.	Try logging in after a few minutes and if error persists, contact your service provider.
An error has occurred while retrieving account details.	Contact your service provider.
An error has occurred while setting up the account. Please contact Azuga for assistance.	Contact your service provider.
Check account configuration	Ensure that the driver and the asset are in the same Visibility Sets and has a role Driver role.
Error creating unidentified driver account	Try logging in after a few minutes and if error persists, contact your service provider.
A non-driver accounts cannot be login as co-driver.	Ensure that the user account has a role Driver role. Personnel accounts are not allowed to log in as co-drivers.
A new version of the <eld app name> is available. Please update to version <recommended build version>.	Upgrade the Application to the latest version.

or;

Your app/ELD <eld app name>  
version is <current build version>,  
This version is no longer  
supported, continued use could  
result in serious issues.

Upgrade to <latest build version>  
or greater for stable operation.