



# **USER GUIDE ELD**

**Electronic Logging Device**

**Start Fleet Solutions**  
**[www.start-fleet.com](http://www.start-fleet.com)**

## Version History

| <b>Version</b> | <b>Date</b> | <b>Author</b>    | <b>Who Reviews</b> |
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| 1              | 31/05/2019  | Khristell Quiros | Patricia Martinez  |
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## Change History

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## INTRODUCTION

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An electronic recording device (ELD) as defined by FMCSA 49 CFR, part 395: Regulations is a system installed in a commercial motor vehicle (CMV) that provides electronic recording of the vehicle's activities. This system is integrated within the CMV environment to detect its operation.

The primary integration with the vehicle is through the Engine Control Module (ECM) and the CANBUS Diagnostic (J1939 CANBUS). The ELD detects the operation of the CMV through vehicle integration and records vehicle movement as driving time by an authenticated driver or unidentified driver. The ELD also records other data related to the position and operation of the vehicle. Failure to follow the instructions in this user guide may result in errors.

The hours of service of the driver's activity are captured and recorded by the ELD.

The ELD app allows drivers to electronically track their HOS time (of hours of service) during all HOS states: DRIVING (D), ON SERVICE (ON), OUT OF SERVICE (OFF), PATIO MOVEMENTS (YM), PERSONAL TRANSPORT (PC) and SLEEPING HOURS (SB). The app incorporates an automated service status system (ADS) to help drivers keep accurate status records.

An ELD (Electronic Login Device; Electronic registration device) has the benefit of having technology capable of automatically recording driving time and other data of the driver's hours-of-service (HOS) as the sleep hours in addition to the time of the driver's Rest. This allows for a simpler and more accurate record of service hours. The ELD monitors the vehicle's engine to capture data about when it is running, when it is moving, the miles traveled, and the duration of engine operation. Another benefit provided by the ELD system is the ability to generate a form or email where authorities can review the information of the driver's hours of service.

# 1. SIGN UP

## 1.1 FIRST SIGN UP OPTION: FROM ELD DEVICE

Before you can start using the ELD system, the company owner must register each driver with their respective information to create a username and password that is then given to the staff to log in.

←

### Sign Up

Please fill up all the information below to create your account:

|            |                  |
|------------|------------------|
| Name       | Last Name        |
| License ID | Username         |
| Password   | Confirm Password |
| USA        | ALABAMA-AL       |

Multiday  
 Exempt

**SIGN UP**

**Table 1:** Information required to sign up a user.

|                       |                               |
|-----------------------|-------------------------------|
| Name                  | Driver's name                 |
| Last Name             | Driver's Last Name            |
| Username              | Username                      |
| Password              | Password                      |
| Confirm Password      | Confirm password              |
| License ID            | License Identification Number |
| Country               | Country (USA)                 |
| State of Jurisdiction | State of Jurisdiction         |

The Multiday and exempt options can be configured to users who are granted permissions to work with those conditions.

Multiday—Allows the driver with those options enabled to do more hours than were originally set in the set cycle.

Exempt: Allows the driver to whom such status was granted permission to drive under exempt conditions or exceptions.



Then proceed to save the registered status (sign up).

## 1.2 SECOND SIGN UP OPTION: FROM THE COMPUTER

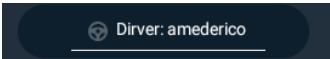
The Carrier or Fleet Manager registers all drivers from the computer using a program provided by the Start-Fleet ELD system to facilitate the creation of large-scale users and passwords.

Another benefit provided by the Start-Fleet ELD system is to create and assign the route to each driver more easily through the platform, which will reflect the duration of the route at the time of login.

## 1.3 COPILOT

To add a co-pilot, you must first access a driver on the ELD. Once the driver is accessed, the co-pilot can be registered by clicking the button  and after selecting the second  amederico option, you must enter your username and password, and then press the Log In button to continue and you will log in successfully.

### CHANGE DRIVER

To change the driver, you have to press the button  changing the co-pilot option, with the co-pilot who was previously registered. And automatically all records will be assigned to the co-pilot, who then becomes the driver.

## 1.4 EXEMPT DRIVER

If the driver is an exempt driver or a driver operating under the short-haul exemption (395.1(e)), when you log in or out, a dialog box will appear confirming whether the driver chooses to continue as exempt.

Selecting the **YES** button will enable the "No records for short-haul drivers without CDL controllers operating within 150 air miles exception".

You can enable Exempt Driver through these steps:

1. Log in to the Start Fleet ELD.
2. Go to the Driver Management page.
3. Select the New Controller button or select the Edit Controller button
4. Activate the exempt driver option.

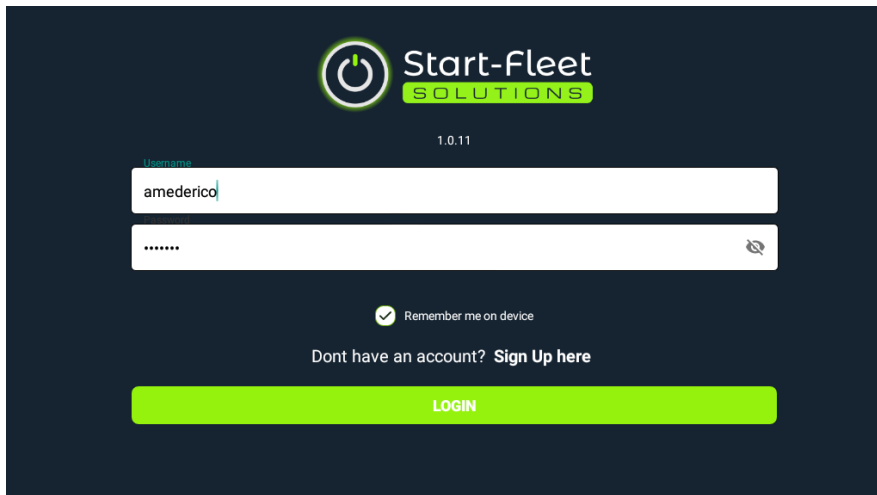


## 2. SESSION START

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To login to the ELD device, follow these steps:

1. Enter the previously registered username.
2. Enter the Password
3. Select "Login"

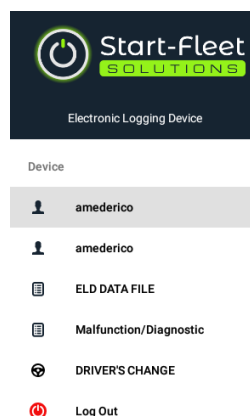


On the same initial screen, you can register a new user, if you don't have an account in the Start Fleet ELD system. You just need to click "Don't have an account?" and fill in the requested data.

### 2.1 SESSION CLOSURE

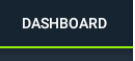
To log out of the ELD device, you click the button  which opens the following side menu:

- Where to exit the application, you have to press the "Log Out"



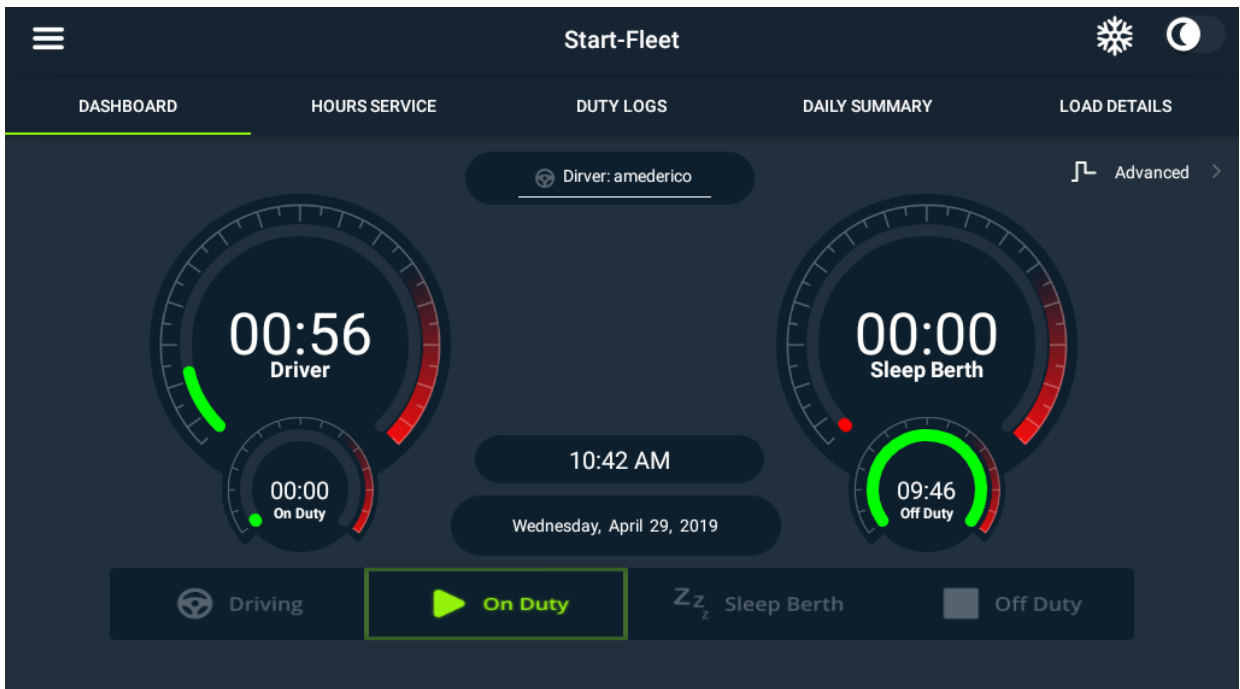
### 3. DASHBOARD OR HOME SCREEN


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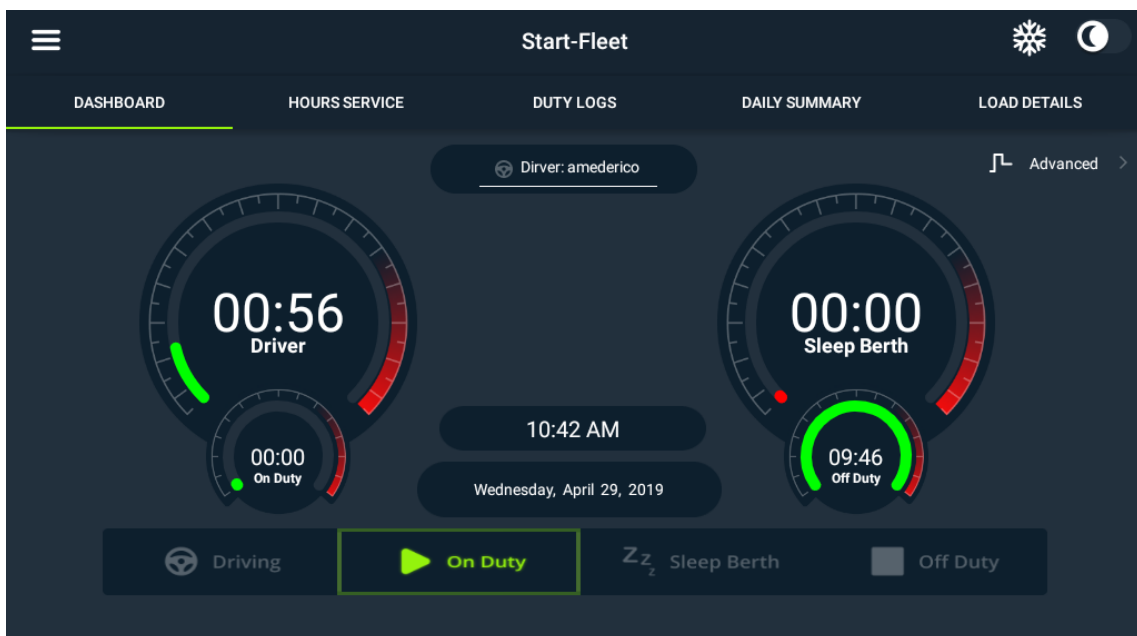
In the home page you'll see when you start a session in the system you can also access the button  found in the status bar located at the top left screen, where the driver status in a given moment is assigned (Driving, On Duty, In service, Sleeper berth- Sleeping, Off Duty, OFF), where it will be visible the times spent in each status throughout the journey, the current day, at current time and the driver.

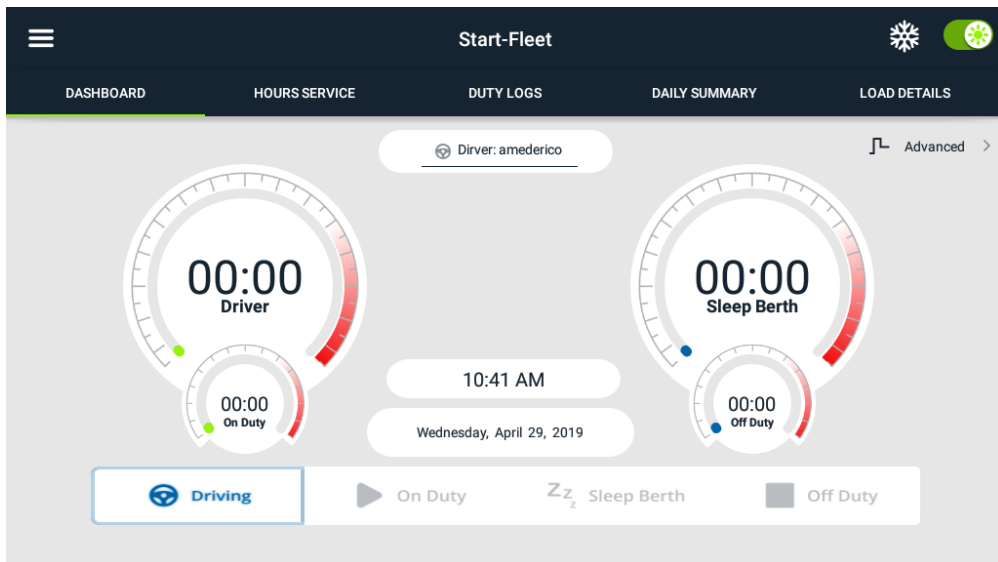
This is where you log your service status events and, in turn, determine your compliance with the FMCSA Rules. This screen also serves as a gateway to the rest of the app's functions.

|                      |  |
|----------------------|--|
| <b>Off Duty</b>      | Moment when the driver is out of service, out of the car. Used when the shift is over  |
| <b>Sleeper Berth</b> | This button is clicked when the driver will take a nap or will be resting. In no conditions you can press either when in service (on Duty) or when it is out of service (off Duty) |
| <b>Driving</b>       | It is clicked when the driver is going to start driving.   |
| <b>On Duty</b>       | Clicked when in service without specifically driving or sleeping, it might be used when unloading merchandise, or when checking some part of the car                               |




On the initial screen, or Dashboard, you will have the option to change the display mode of the application, for daytime or nighttime modes, on the  button and is displayed as follows:

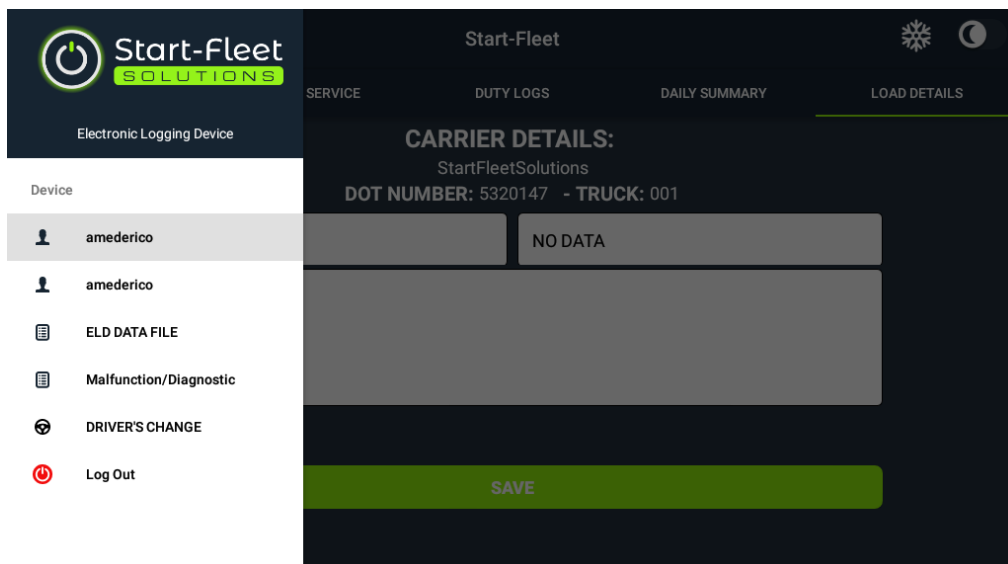



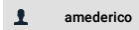

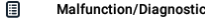




### 3.1 DEVICE INFORMATION

To know the device's information, click the button located  on the top left side of the screen, which displays the following information.


It is the starting point to navigate the different options within the app and it's always visible at the top of the screen.



| Tool name                       | Icon  | Description  |
|---------------------------------|---|--|
| <b>Driver</b>                   |  | Displays the name of the person driving, who has been registered as a driver when logging in.  |
| <b>Copilot</b>                  |  | Once the driver has logged in to the ELD, when accessing this drop-down menu, you have the option to register a co-pilot, which is shown below the driver. |
| <b>ELD data archive</b>         |  | Click to extract the driver's driving time file.   |
| <b>Malfunction Diagnostics</b>  |  | It is used to detect internally if there is a malfunction of the ELD system and, if it exists, it proceeds to fix it.                                      |
| <b>Option to change drivers</b> |  | This button is clicked to rotate the driver with the co-pilot. When clicked, you will see that the original driver becomes the co-pilot.                   |
| <b>Logout</b>                   |  | Used to log out of the driver session, co-pilot session, or both.  |

### 3.1.1 Inspection on Road

The On-the-Road Inspection functionality allows you to view the driver's daily records, during the last week. Includes information about the vehicle used, shipments and driving statuses. It has also the ability to send all records that have already been certified to a recipient. The way to access this information is as follows:

1. Swipe the screen from left to right to display the main navigation menu or press the navigation icon  to display the main navigation menu.
2. Tap the Roadside Inspection option within the Main Navigation Menu.

#### Generate file


From the roadside inspection screen, tap the Start Review button to view the driver's daily log screen.

#### Data transfer

1. From the Roadside Inspection screen, tap the Data Transfer button.
2. Select an option to transfer the compilation of the ELD logs from the controller.

### 3.1.2 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.

This function is accessed from the button 

Tap the Add button and the camera app will open and then you can take a photo of the document, damages, fuel receipts, 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 satisfied with the image by tapping the Retry button.

#### Edit documents

- Tap the **Edit** button next to the relevant document, make the necessary changes.
- Tap the **OK** button to save your changes.
- Tap the **Cancel** button to return without saving your changes.
- Tap the **Delete** button to delete the document completely.

#### Add fuel tickets

The Fuel Receipt feature provides an easy way to capture and view purchased fuel receipts related to service activity hours.

It is accessed from the button  in the Fuel option.

The camera app will appear when you click the button to take a photo of the fuel receipt.

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

After taking the photo you need to fill in the following transaction information:

- Reference
- State
- Vehicle
- Fuel type
- Gallons
- Total cost
- Odometer
- Notes

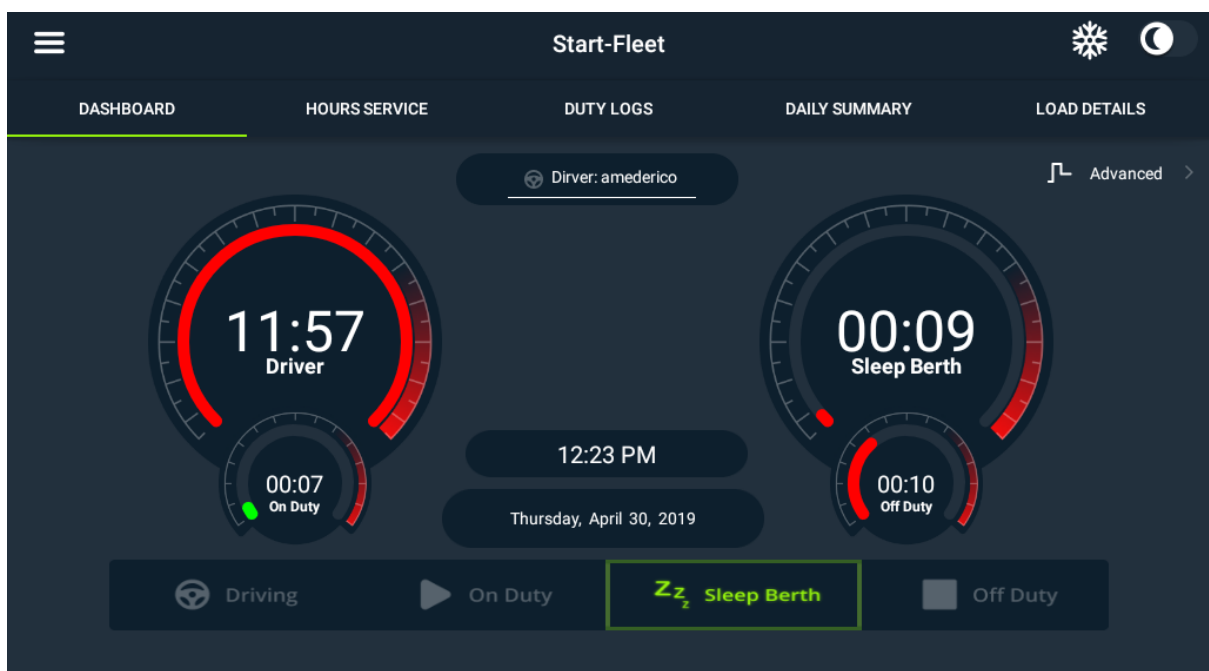
After completing all fields, you can then tap the **OK** button to add the document correctly. You can also tap the **CANCEL** button to cancel the fuel receipt.

### 3.2 SERVICE TIME INFORMATION

The service time through the ELD is displayed visually in the Dashboard, where it is configured to be able to move between statuses easily.



The times traveled in each status are illustrated as follows:



Where you see the day and the current time, and the time the driver **amederico** has spent in each status and in what status he currently is.

Driving: 11 hours with 57 minutes

Sleeping (Sleep Berth): 9 minutes



On Duty: 7 minutes


Off Duty: 10 minutes

The BREAK time, which by regulation is 30 minutes for every 7 and a half hours driven, starts counting once the system is switched to OFF DUTY, for the first 30 minutes. Once this time is met, you can keep Off Duty or, if the user wants, change it to On Duty.

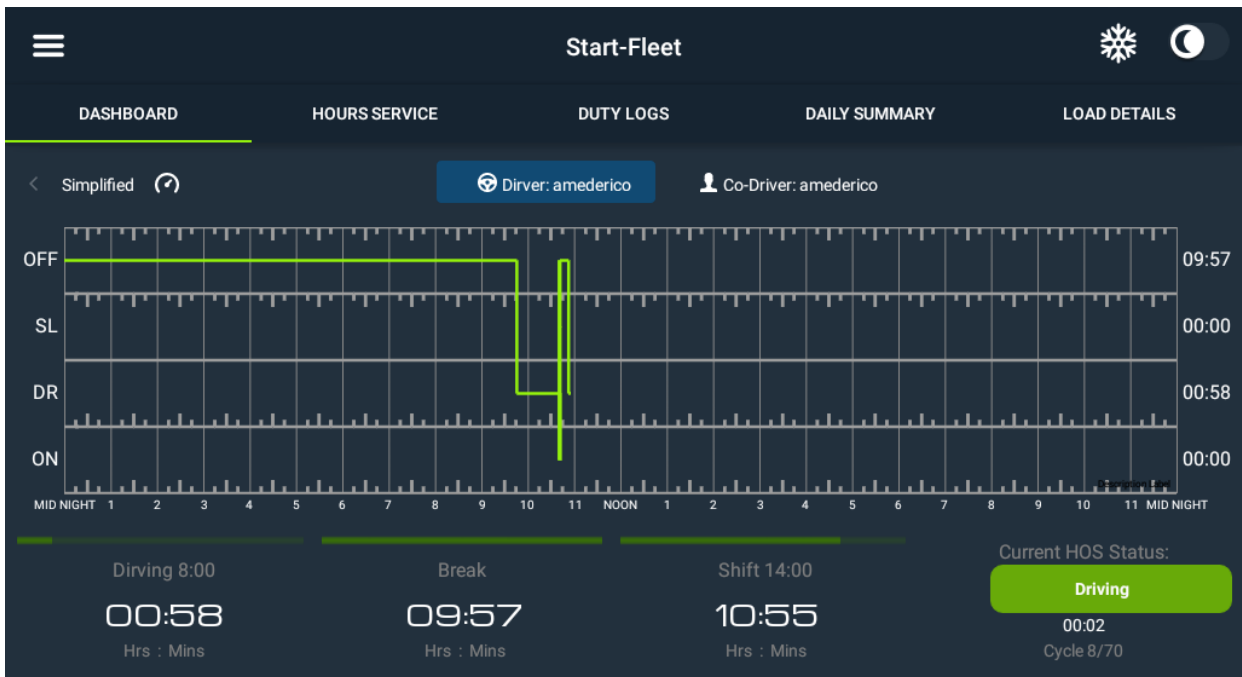
The ELD is connected directly to the vehicle's computer and is configured to change status as long as the truck stays more than 5 minutes in a status which does not correspond to the movement of the vehicle. For example, the ELD is in "Driving" mode, however, the engine is stopped for 5 minutes, automatically the ELD, without operator action, switches to "On Duty" mode by not detecting motion.

### 3.3 DAILY RECORD

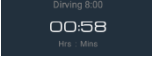
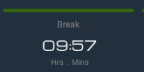

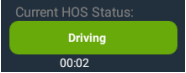

To graphically view the records of all the status the driver has passed through tap the button at the top right  of the dashboard and in case you want to return to the Dashboard screen, just press the button .

Clicking the button  takes you to the Events graph, as shown below:






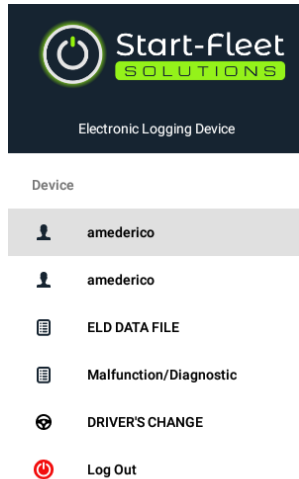
Detailing a complete record of what is going on during the entire driver's day. The graph shows:


1. Total time driving. 
2. Total time on "Break" or rest. 
3. Total time of the driver's workday. 
4. Current status 
5. The corresponding cycle according to the established trip, adhering to the legal limitations. See Annex 1. 

The most distinctive part of the Dashboard graphically shows the behavior of the driver per hour. On the right side of the graph the hours are detailed while on the left side you can see the different types of status (OFF-Off duty, SL- Sleep Berth, DR-Driving, ON-On-duty).

### 3.3.1 Data Transfer

In order to access the Data Transfer option, in case it is requested during a Road Inspection, the button  must be selected to see the driver hours of service information. The following menu will be displayed:



To be able to get the information of hours of service, click  ELD DATA FILE the button:

Tap the "ELD Data File" button to transfer ELD compiled data from the controller's ELD log. Once clicked, select among the options the data transfer supported by the ELD.

Select the requested vehicle, chosen from any vehicle in the fleet, all, or the current vehicle being driven. Choosing All Vehicles displays a list of ELD files of all service times on all vehicles used by the registered driver.

#### **Transfer options**

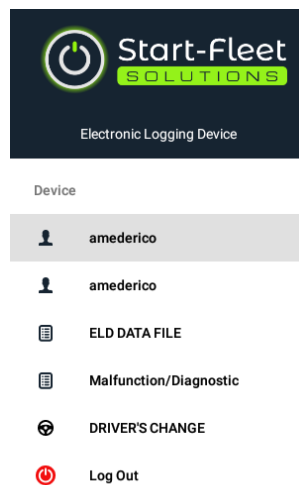
**Email**– This option allows the user to transfer files by email. The transferred ELD file is encrypted using AES-256 in FIPS197 Publication. Before sending, the ELD requests a comment from the output file that the driver can enter (optional).

The device's default email app will open before sending the email to whom the data will be transferred.

**Transfer via Bluetooth**– This option allows the user to transfer files via Bluetooth. The ELD requests a comment from the output file that the driver can enter (optional). After the input, if Bluetooth is not already enabled, a message will appear asking you to activate it.

You will then be asked to choose the device to which the data will be transmitted via Bluetooth.

### 3.3.2 Diagnosis of events and malfunction



The ELD logs the event in each instance in which the ELD detects or deletes a malfunctioning ELD event or a wrong data diagnosis. Logged malfunctionings and wrong data diagnostic events are inconsistencies encountered when monitoring the ELD application against FMCSA compliance requirements.

| MALFUNCTION EVENTS |            |                   |   |
|--------------------|------------|-------------------|---|
| No. of Requirement | Event code | Event name        | Description   |
| 4.6.1.1            | P/Power MF | Power Malfunction | An ELD should establish a power compliance malfunction if the power data diagnostic event described in paragraph 4.6.1.1(a) of this appendix indicates an aggregate underestimation of the moving driving time of 30 minutes or more in the ELD during a period of 24 hours on all controller profiles, including |

|         |              |                                    |   |
|---------|--------------|------------------------------------|---|
|         |              |                                    | the unidentified controller profile.  |
| 4.6.1.2 | E/Sync MF    | Engine Synchronization Malfunction | An ELD should establish a malfunction of engine synchronization compliance if connectivity to any of the required data sources specified in section 4.3.1 of this Appendix 87 is lost for more than 30 minutes over a period of 24 hours for all driver profiles, including unidentified driver profile   |
| 4.6.1.3 | T/ Timing MF | Timing Malfunction                 | The ELD should periodically verify its compliance with the requirement specified in section 4.3.1.5 of this appendix with respect to an accurate external UTC source and must record a failure of time compliance when it can no longer meet the underlying compliance requirement.   |
| 4.6.1.4 | L/ Pos MF    | Position Malfunction               | <p>ELD records that require location information must use the last valid position measurement and include the latitude/longitude coordinates and distance traveled, in miles, since the last valid position measurement.</p> <p>An ELD must monitor the elapsed time during periods when the ELD fails to acquire a valid position measurement within 5 miles of CMV movement. When the elapsed time exceeds 60 cumulative minutes in a 24-hour period, the ELD must configure and record a malfunction of position compliance.</p> |
| 4.6.1.5 | R/DR MF      | Data Recording Malfunction         | An ELD must monitor its storage capacity and integrity and must detect a malfunction of data logging compliance if it can no longer log or retain required events or retrieve recorded records that are not remotely cataloged by the carrier.  |

|         |             |                           |   |
|---------|-------------|---------------------------|---|
| 4.6.1.7 | S/ Trans MF | Data Transfer Malfunction | <p>(a) An ELD should implement in-service monitoring functions to verify that the data transfer mechanisms described in section 4.9.1 of this appendix continue to function properly. An ELD must verify this functionality at least once every 7 days. These monitoring functions can be automatic or may include manual steps for a driver.</p> <p>(c) After an ELD logs a data transfer data diagnostic event, the ELD should increase the frequency of the monitoring function to verify at least once each 24-hour period. If the ELD remains in unconfirmed data transfer mode after the next 90 consecutive monitoring checks, the ELD must detect a data transfer compliance malfunction.</p> |
| 4.6.1.8 | O/ Other MF | Other Malfunction         | <p>In addition to the required monitoring schemes described in sections 4.6.1.1 - 4.6.1.7 of this appendix, the ELD provider may implement additional technology-specific data diagnostic detection and malfunction schemes and can use the ELD malfunction status indicator and data diagnostic status indicator. (described in sections 4.6.2.1 and 4.6.3.1) to communicate the malfunction or non-compliance status of the ELD to ELD operators</p>  |

| DATA DIAGNOSTIC EVENTS |               |                                   |  |
|------------------------|---------------|-----------------------------------|--|
| No. of Requirement     | Event code    | Event name                        | Description  |
| 4.6.1.1                | 1/ Ped Diag.  | Power Diagnostic                  | An ELD should monitor the data it receives from the engine ECM or from alternative sources as allowed in sections 4.3.1.1-4.3.1.4 of this appendix, its built-in sensors, and the data log history can identify cases where energy requirements may not have been met. As specified in section 4.3.1.1, the ELD must log a power data diagnostic event for the corresponding controller(s) or under the unidentified controller profile if no controller was authenticated at the time of the Detection.   |
| 4.6.1.2                | 2/ Sync Diag  | Engine Synchronization Diagnostic | An ELD required to establish a link to the engine ECM as described in section 4.2 must monitor its connectivity to the engine ECM and its ability to retrieve the vehicle parameters described in section 4.3.1 of this appendix and must register a Engine synchronization data diagnostics event when it can no longer acquire updated values for the ELD parameters required for logs within 5 seconds of the need.   |
| 4.6.1.4 (d)            | 3 / Miss Diag | Missing Data Elements Diagnostic  | If a new ELD event must be registered in an instance where the ELD was unable to acquire a valid position measurement within the most recent 5 driving miles, but the ELD has not yet established a positioning malfunction, the ELD must record the digit "X" in the latitude and longitude fields, unless the driver manually enters the location, in which case you must record the digit "M". Under the circumstances listed in this paragraph, if the ELD event is due to a change in the driver's service status, the ELD must ask the driver to enter the location manually in accordance with section 4.3.2.7 of |

|         |                |                                |   |
|---------|----------------|--------------------------------|---|
|         |                |                                | this appendix. If the driver does not enter the location information and the vehicle is in motion, the ELD must record a data diagnostic event of the missing data item for the driver.   |
| 4.6.1.7 | 4 / Trans Diag | Data Transfer Diagnostic       | If the monitoring mechanism does not confirm the proper operation in service of the data transfer mechanisms, the ELD must record a data transfer data diagnostic event and enter an unconfirmed data transfer mode.  |
| 4.6.1.6 | 5/Unid Diag    | Unidentified driver diagnostic | <p>If more than 30 minutes of driving in a 24-hour period shows an unidentified driver in the ELD, the ELD must detect and record a diagnostic event of unidentified driving log data and the data diagnostic indicator must be on for all registered drivers on that ELD for the current 24-hour period and the next 7 days.</p> <p>(c) The ELD may eliminate a diagnostic event from unidentified driving record data when driving time is recorded in the unidentified driver profile for the current 24-hour period and the previous 7 consecutive days are reduce to 15 minutes or less.</p> |
| 4.6.1.8 | 6/ Other Diag  | Other Diagnostic               | In addition to the required monitoring schemes described in sections 4.6.1.1 - 4.6.1.7 of this appendix, the ELD provider may implement additional technology-specific data diagnostic detection and malfunction schemes and can use the ELD malfunction status indicator and data diagnostic status indicator. (described in sections 4.6.2.1 and 4.6.3.1) to communicate the malfunction or non-compliance status of the ELD to the ELD operator(s).  |

**Actions for malfunctions and data diagnostic events**

#### Carrier responsibilities in case of malfunction:

- Communicate in the support center of the Start Fleet (+ 305 225-5229) or contact to the email address: supporteld@start-fleet.com and follow the steps that the operator says.
- Provide drivers with an instruction sheet describing the various ELD malfunction events and record-keeping procedures (395.22)
- Provide drivers with an 8-day supply of blank paper driver records (395.22)
- Repair, replacement or service
  - The carrier must correct the malfunction of the ELD within 8 days of the discovery of the condition or a notification from the driver to the carrier, whichever comes first (395.34)

#### Registration of responsibilities by the driver:


- Malfunction events
  - Communicate in the support center of the Start Fleet (+ 305 225-5229) and follow the steps that the operator says.
  - Please note the malfunction of the ELD and notify the carrier, in writing within 24 hours (395.34)
  - Rebuild driving events for the current 24-hour period and 7 consecutive previous days using paper records (unless they can be recovered from the ELD) (395.34)
  - Continue to manually prepare driving records until the ELD is repaired or re-initiated (395.34)
  - During inspections that take place when a malfunction occurs: provide the security officer with the manually kept driver logs (395.34).
- Data diagnostic events
  - Driver must follow ELD and carrier recommendations to resolve data inconsistency (395.34)

#### Elimination of data diagnostic events and failures:




- The ELD needs to capture whenever the driver has fixed a malfunction or data diagnostic event (4.5.1.7)
- Data diagnostic of unidentified driving records
  - Events that decrease to 15 minutes or less during the current 24-hour period and the previous 7 days can be deleted automatically and there is no requirement to record automatic deletion (4.6.1.6)



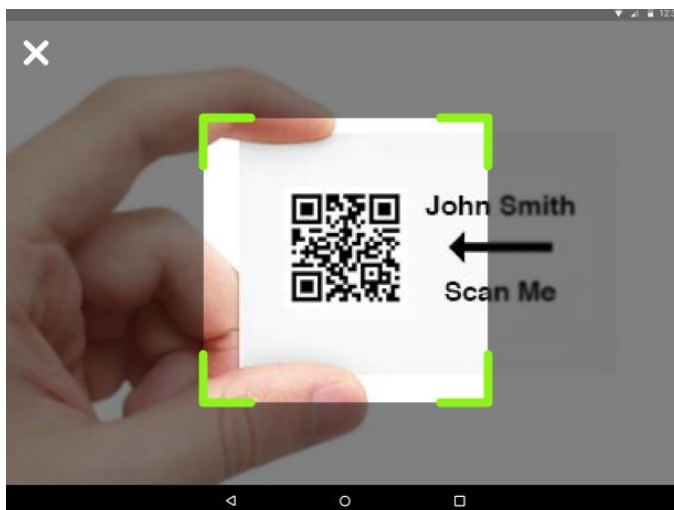
### 3.4 REEFER TRUCK TEMPERATURE CONTROL

The Start Fleet ELD has a button,  designed to check the temperature of the car, in case you have this service.

The temperature button can have a green, yellow or red signal, according to what temperature of the wagon I shown.

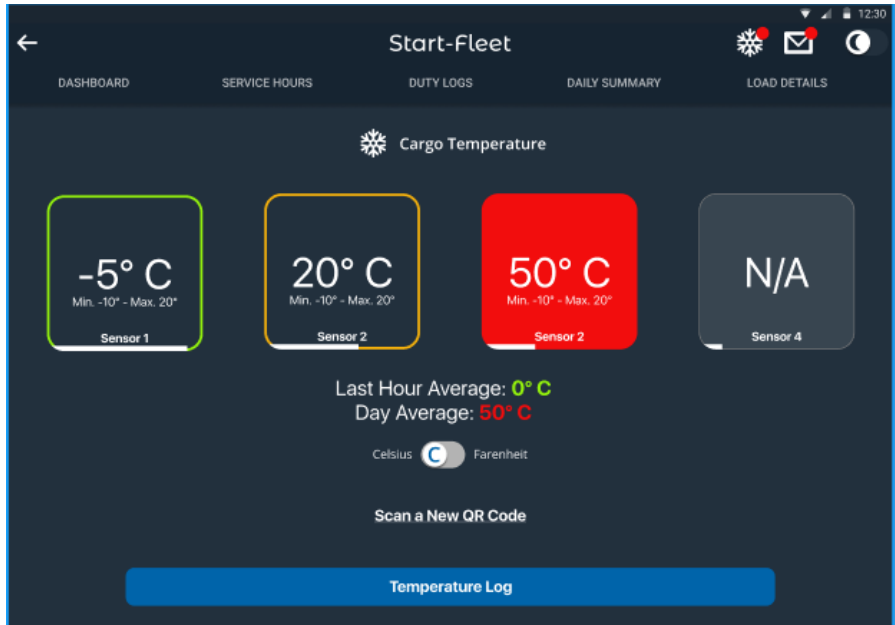
| Button   | Definition                                 |
|--|--|
|   | The car has a correct temperature.         |
|   | The car average temperature is heating up. |
|  | The car has a high temperature, it is hot. |

Clicking this button takes you to the following screen:



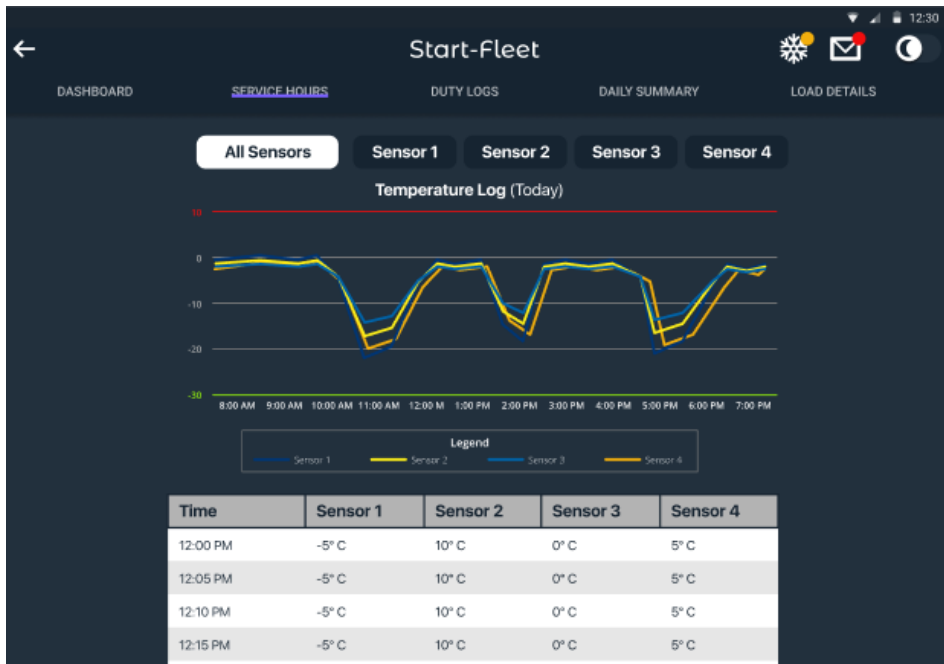
Where you are requested to scan the QR code of the car you want to keep under surveillance, to link the temperature along with the ELD device in the cab.

When scanning the QR code and having the car paired together with the ELD device, the display that graphically monitors the car temperature is displayed. It has the option to have up to four temperature sensors located along the entire surface.



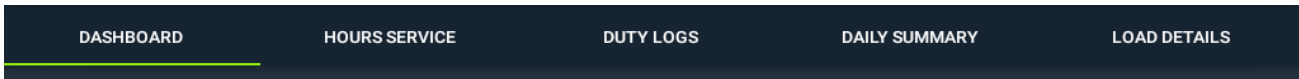
Temperature Log

Pressing the button displays the recording of the car temperatures, graphically, in a box.



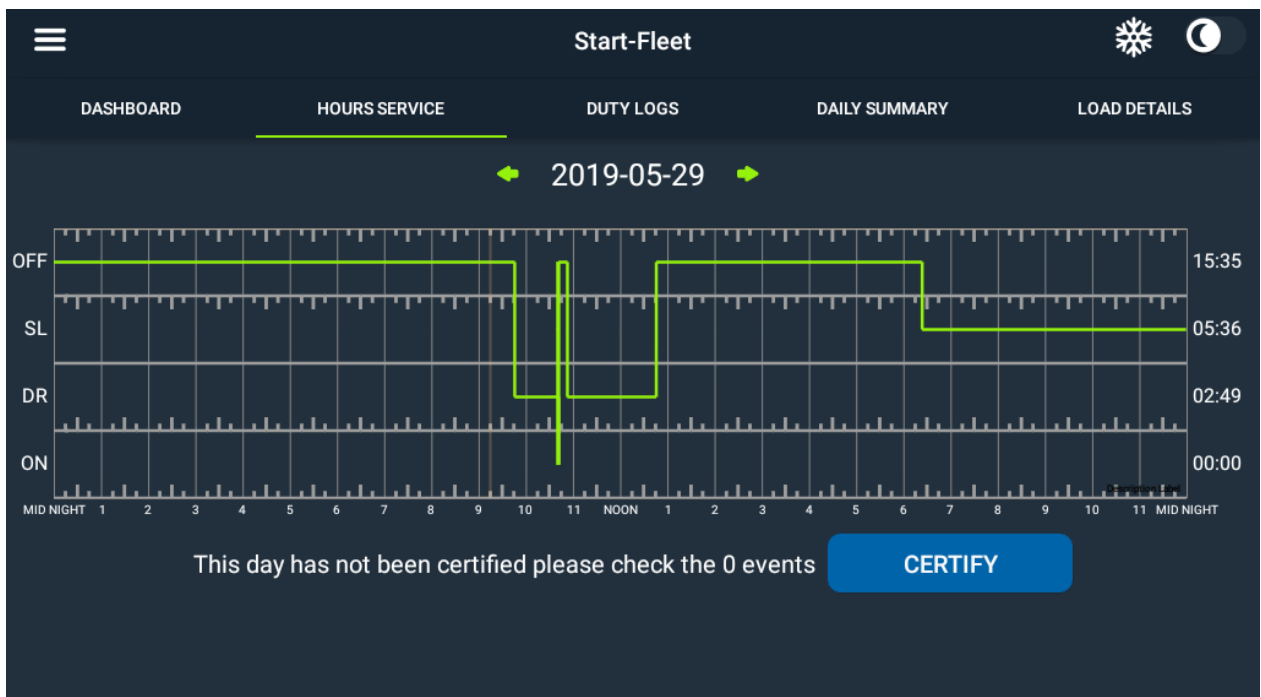
## 4. TOOLBAR

This is the bar at the top of the home screen. It has certain commands that record the user's behavior and activities in different ways.



### 4.1 HOURS OF SERVICE

It is accessed at the top bar of the screen on the button **HOURS SERVICE** and graphically displays the daily behavior, during the hours of service that the user has entered at the time of each activity.



Tap the Certify button to certify the selected daily record. If the current status is Drive, a pop-up dialog box opens, and you are prompted to confirm the change in the status to Out of Service:

- Tap the **Certify** now button to confirm that you want to exit service.
- Or tap the **Cancel** button to cancel the status change.
- Tap the **OK** button to confirm the certification of a daily record.
- Tap the **Not ready** button to cancel a record certification.
- Tap the **OK** button to close the Log Report pop-up dialog box.
- Tap the **OK** button if you want to email the certified record to a selected recipient.
- Select the **Cancel** button to close the pop-up dialog box without emailing the certificate record.

If the driver did not certify all daily records, the ELD will request that the driver provides the non-certified records when logging in and out of the application along with the option to certify the relevant days.

#### 4.1.1 Edit a record

Only driver records that have not yet been certified can be edited. You will need to cancel the certification controller record to update its contents.

To do this, tap the Edit button to not certify the selected record and reopen it for editing.

- Tap the Uncertify Now button to confirm the non-certification of the selected record.
- Press the Cancel button to cancel the non-certification of the selected record.
- Tap the OK button to close the pop-up dialog box.

The Edit Record screen can update/correct the driver's service data entries recorded through the app. You can also view the history of an edited record.

Tap the controller log grid to start editing it:

The driver will be able to add a score to the following events:

- Intermediate register
- Login/logout
- CMV engine on/off
- Operational failures and diagnostic events

### **Create a New Event**

To add a new event to the selected record, tap the Add button, enter the relevant details to create the event and, once completed, tap the OK button to save the event. In addition, the current state of the application is turned off to avoid adding the same status consecutively.

### **Modify a record of an event**

Tap the Edit button next to any of the existing log events, make the necessary changes, select a reason for editing from the drop-down list, and then tap the OK button to save the changes.

- All log events that have been created or modified manually will be displayed with an asterisk in the list of log events that shows that it has been edited. Also scroll down to see checkboxes for personal use, yard movements and off-road.
- When editing a past event, the Note field must not be empty and must contain at least 4 characters when complete.

### **Pending editing requests**

The carrier (Supervisor) may request modifications to the driver's records. In the app, the driver can review the requested edits, which requires the driver to take the necessary steps, either "confirm" or "reject" the requested modifications.

The Pending Request journal box also appears when certifying a record only if the driver has pending requests. The driver must accept or reject pending requests before certifying the daily records.

The daily log box to Reject and Accept events shows the comparison of the original state against the changes (requested edits). In addition, acceptance of the requested edits requires the controller to complete the annotation field (Required) to save the changes successfully.

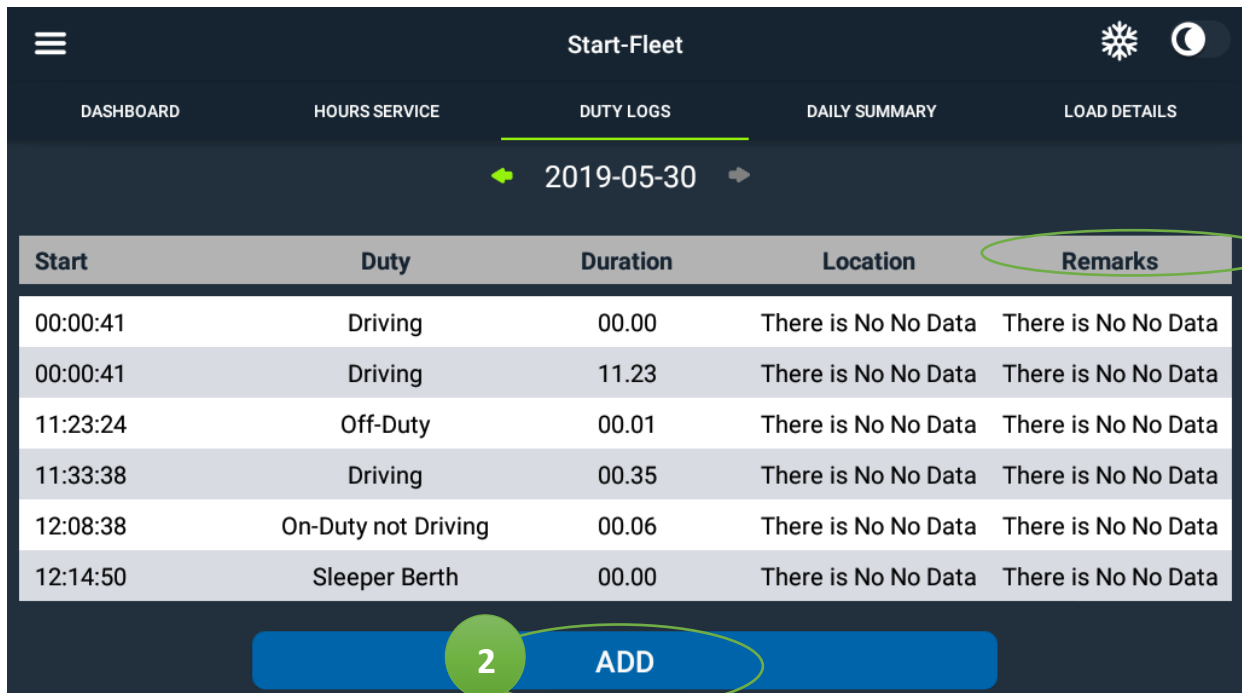
## **4.2 DUTY LOGS**

This option is accessed by pressing the button  at the top of the screen.

This screen shows a summarized record of all activities performed by the user during the day. It allows the search for previous dates, up to a maximum of 7 days prior to the current date.

When the ELD device is connected to the vehicle's Can port, this screen will have the location information where the events occurred and their change respectively.

The screen also allows you to add a comment to each activity if the driver wishes and add an activity itself. Only one comment is allowed before the day has been certified.



1. To add a comment, click on the "remarks" column in the activity where you want to add the comment.
2. To add an activity, select "ADD" and proceed to enter all the information requested by the system.

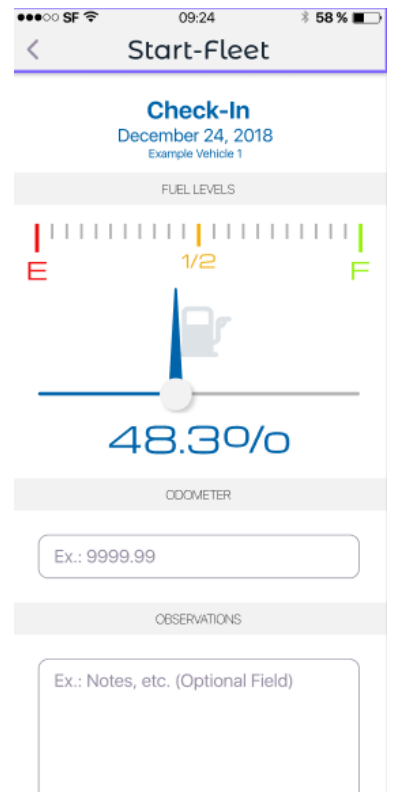
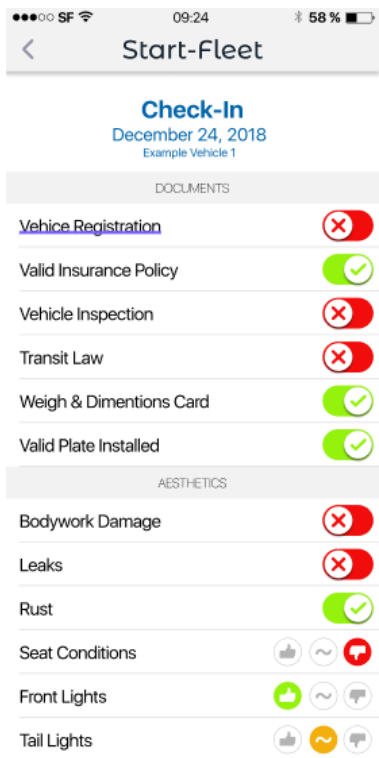
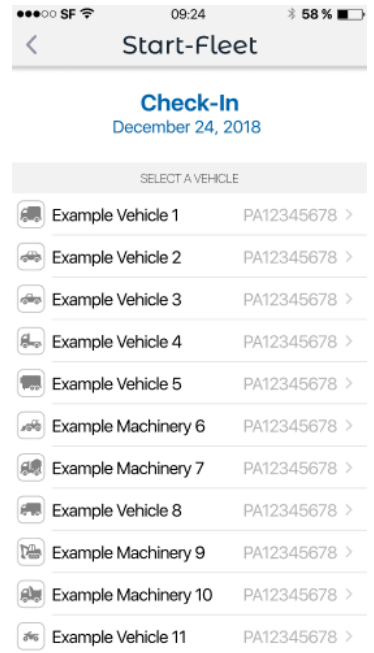
Function Off Road / Toll Road:

- When Off Road is enabled, a "Remark" will be created with an "Off Road" note. Unchecking it will create a "Remark" with an "On the Road" note.
- When Toll Road is enabled, a "Remark" will be created with a "Start Toll Road" note. Unchecking it will create a "Remark" with a "Finish Toll Road" note.

**4.2.1 DVIR**

Start Fleet does not have a DVIR system within the same ELD application, however on the Tablet is always configured the DVIR application of Start Fleet, which must be accessed with a user and password and must be filled before and after the end of the shift with the Vehicle.

Below are the images for the Start Fleet DVIR App.



## **Automatic Events**

Events such as On, Off, Driving, and On Duty are created automatically when connected to a CAN device. The automatic events created were logged and displayed in the list of the event history indicated with an "Automatic **Transition**" note.

- A Comment with an "**Authenticate**" note will be entered in the event history list if the Controller will log in to the application.
- A Comment will be recorded with an "**Unauthenticated**" note if the driver will disconnect from the application.
- The ELD login will be recorded with an "**ELD Connection**" note to the event history list when the application successfully connects with the CANBUS device.
- The ELD logout will be recorded with a note "**Disconnecting ELD**" to the event history list when the driver manually disconnects from the CANBUS device by tapping the connect/disconnect icon located on the Application header.

## **Crossing borders**

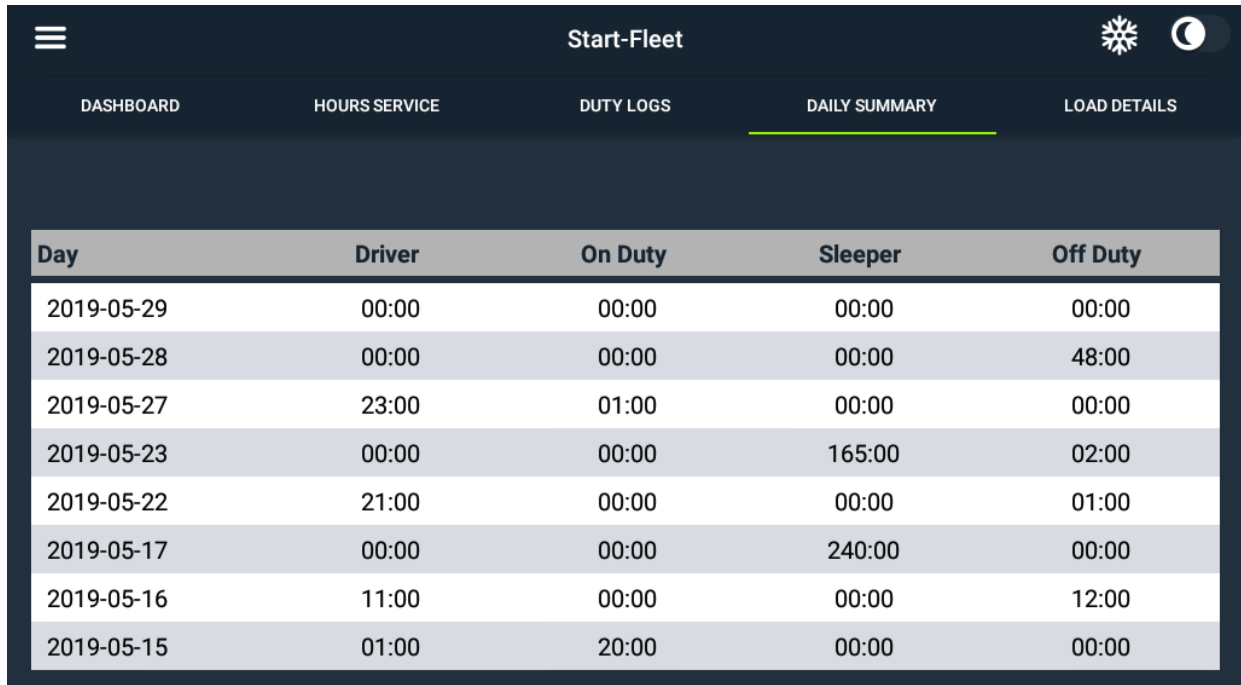
The border cross calculation uses the coordinates of the GPS CANBUS, if available, and the Android coordinates if they are not. The following cases occur when the driver crossed the boundaries between Canada and the United States or vice versa:

- a) If the GPS coordinates are changed to a different state or province, an observation event will be recorded in the driver's record.
- b) If the current location is in Canada, the driving rules will automatically change to Canadian rules. Similarly, if the location is in the U.S., the driving rules are automatically changed to U.S. rules.
- c) If there is a registered co-pilot, both the observation and the rule changes will apply to such co-pilot as well.



### 4.3 DAILY SUMMARY

This option is accessed clicking the button **DAILY SUMMARY** and shows the log per day of the duration of each activity (Driver, On duty, Sleeper Berth, Off duty).



| Day        | Driver | On Duty | Sleeper | Off Duty |
|------------|--------|---------|---------|----------|
| 2019-05-29 | 00:00  | 00:00   | 00:00   | 00:00    |
| 2019-05-28 | 00:00  | 00:00   | 00:00   | 48:00    |
| 2019-05-27 | 23:00  | 01:00   | 00:00   | 00:00    |
| 2019-05-23 | 00:00  | 00:00   | 165:00  | 02:00    |
| 2019-05-22 | 21:00  | 00:00   | 00:00   | 01:00    |
| 2019-05-17 | 00:00  | 00:00   | 240:00  | 00:00    |
| 2019-05-16 | 11:00  | 00:00   | 00:00   | 12:00    |
| 2019-05-15 | 01:00  | 20:00   | 00:00   | 00:00    |

### 4.4 LOAD DETAILS

In this option, accessed through the button **LOAD DETAILS** on the top toolbar, allows the recording of the different details of the load of the container being mobilized.

On the page, must be filled information such as:

- Details of the Carrier
- DOT Number
- Truck number
- Trailer Information
- Number of shipping document

Additionally, you can add any comments you may wish to add. For example, "Dangerous Load"

You can add, update, and remove vehicles or trailers by tapping the Manage button; This will display the Manage Vehicles/Trailers screen.

The 'Manage' button is only available when the driver has an administrator profile. Otherwise, the button will not be available.

After filling out everything just select "save" and all the detailed information about the load carried will be saved.

The screenshot shows the 'Start-Fleet' mobile application interface. At the top, there is a navigation bar with a hamburger menu icon on the left, the text 'Start-Fleet' in the center, and a snowflake icon and a moon icon on the right. Below the navigation bar, there are five tabs: 'DASHBOARD', 'HOURS SERVICE', 'DUTY LOGS', 'DAILY SUMMARY', and 'LOAD DETAILS'. The 'LOAD DETAILS' tab is currently selected and highlighted with a green underline. The main content area is titled 'CARRIER DETAILS:' and shows 'StartFleetSolutions' and 'DOT NUMBER: 5320147 - TRUCK: 001'. Below this, there are three input fields, each containing the text 'NO DATA'. At the bottom of the form, there is a large, bright green button labeled 'SAVE'.

#### 4.4.1 Shipment details

There is also the "Shipment Details" option, which shows the detail of the orders in the vehicle.

The data that can be included in the shipping details form includes:

##### Truck shipments

- Order number – The order number of the specific shipping item.
- Weight: the weight of shipments.
- From: the point of origin of the vehicle.
- To: The destination of the vehicle.

### Shipments delivered today

- Order number – The order number of the specific shipping item.
- Collected or Invoiced: The preferred payment method.
- Amount charged: The amount charged for the shipment.
- Mailed papers: The name of the shipping company that issued the documents related to the shipment.

#### 4.4.2 Miles driven per State

Tap the **Miles** button to open the daily log box “Miles **Driven Today by States.**” This is where you can complete the shipping data that must be included in the driver's daily log. The required data includes:

- Code
- State
- Load
- Vacuum
- Route number
- Fuel Tickets

## 4.5 DRIVING RULES

This is where you change the HOS rules or the Federal Carrier Safety Administration (FMCSA) regulations that govern the hours that a driver of a commercial vehicle can legally accumulate driving or being on duty for a carrier on a working day and week.

This is also where HOS rule exceptions apply.

Rules of region, cycle, exception, and time zone can be customized.

## **Region**

This is where you can set the region. The options are the United States and Canada. The cycle and exceptions displayed depend on the region that the controller has set.

Note: If the selected region is Canada, then the "Canada Out of Service Deferral" condition is enabled. This means that you are allowed to get two additional hours of driving and service in a 24-hour period (day 1) and take the two additional hours needed the next day (day 2). The deferral status is displayed in the driver's daily records.

## **Cycle**

This is where you can set a service period of several consecutive days that the driver will follow. The choice of a cycle will take into effect the legal limitations corresponding to the hours that the driver can use in a 7-day or 8-day work cycle. (See Annex 1)

## **Rules for interstate driving**

If the controller operates in interstate mode and crosses a state line, the app automatically changes according to federal rules. A dialog box appears confirming that the driving rules have changed right after crossing the boundary.

## **Rules for handling the interstate to the state**

The driver must also comply with federal HOS regulations for a short period of time while operating in interstate commerce. If the driver was using the 60 hours/7-day program, he must comply with federal HOS regulations for the next 7 days after operating in interstate commerce. If using the 70 hours/8-day program, the driver must comply with federal regulations on hours of service for the next 8 days after finishing activities in interstate operations.

## **Exceptions**

The options that appear when you click the Exceptions button will allow the driver to make use of the Hours of Service rule exceptions.

Select the appropriate exception from the list; then enter a reason to apply the exception in the Enter the reason for the exception(s) field. Once complete, select the OK option to apply the selected exception. Note: Exceptions are different depending on the selected region.

***Available U.S. Exception Options:***

- 2-hour driving extension for adverse driving conditions
- Relief of all driving rules for emergency situations
- Oil field operations with a 24-hour restart
- 30-minute rest exemption for short-haul drivers
- There are no records for short-haul drivers operating within 100 air miles or unlicensed CDL drivers operating within 150 air miles
- 24-hour restart for construction and/or drilling of groundwater wells
- 16-hour driving window
- Utility vehicle
- 30-minute pause waiver for specialized carriers and Rigging Association (SC&RA)
- Agricultural operations
- Transport of commercial bees, livestock
- Relief of driving rules for the state of emergency - 390.23

***Canada options available***

- Special 2-hour driving extension permit
- Oil well service permit
- Canada's emergency conditions
- 2-hour driving extension for adverse driving conditions
- There are no records for drivers operating within 160 km of the local terminal

***Exception options available in the province of Alberta***

- Canada's emergency conditions
- 2-hour driving extension for adverse driving conditions

## Time Zone

Select the time zone of the Driver's Home Terminal. The available time zones are:

- America / Anchorage
- Eastern Time (EST5EDT)
- Central Time (CST6CDT)
- Mountain Time (MST7MDT)
- Pacific Time (PST8PDT)
- Canada / Newfoundland
- Asia / Manila
- Atlantic

## 5 UNIDENTIFIED DRIVING EVENTS

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Unidentified driving events are events that are automatically recorded when a vehicle has been moving for more than 3 minutes while there is no driver registered. These events are logged in the "Unidentified Driver" account. Actual drivers can accept unidentified driving events when logging into the app (within the Pending Requests window).

When the next authenticated driver logs on or off, this pop-up window appears. For the relocation of unidentified driving events, the registered handler will accept pending edit requests from the unidentified handler.

When the next authenticated driver logs on or off, this pop-up window will appear. For the relocation of unidentified driving even, the registered handler will accept pending edit requests from the unidentified handler.

## 6 ALARM FUNCTIONS

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### Audible and visible warning

If the driver disconnected from the app and the driver does not log in to the ELD, as soon as the vehicle is in motion, the ELD displays a visual and audible warning reminding the driver to stop and log in to the ELD.

The visible warning remains on the screen, preventing the controller from using any function on the tablet, unless the driver accesses it through the controller icon in the notification bar.

### Location services

If the controller logged in to the app without Location Services turned on, a notification bar will be displayed on the main dashboard and other screens, except for screens that navigate through the Settings menu. However, when Device Location Services is enabled, the notification Bar will no longer be displayed.



# ANNEX 1: CYCLE RULES

## Interstate – Federal Rules

|                     | Cycle  | Shift Limit | Drive Limit | Until Break | Break left |
|---------------------|--------|-------------|-------------|-------------|------------|
| US60hr7days         | 7 days | 14 hours    | 11 hours    | 8 hours     | 30 minutes |
| US70hr8days         | 8 days | 14 hours    | 11 hours    | 8 hours     | 30 minutes |
| Alaska70hr7days     | 7 days | 20 hours    | 15 hours    | 8 hours     | 30 minutes |
| Alaska80hr8days     | 8 days | 20 hours    | 15 hours    | 8 hours     | 30 minutes |
| California80hr8days | 8 days | 16 hours    | 12 hours    | N/A         | N/A        |

## Interstate - Cycle Rules

|                         | Cycle  | Shift Limit | Drive Limit | Break left |
|-------------------------|--------|-------------|-------------|------------|
| Alabama60hr7days        | 7 days | 15 hours    | 10 hours    | N/A        |
| Alabama70hr8days        | 8 days | 15 hours    | 10 hours    | N/A        |
| Florida70hr7days        | 7 days | 16 hours    | 12 hours    | N/A        |
| Florida80hr8days        | 8 days | 16 hours    | 12 hours    | N/A        |
| Illinois60hr7days       | 7 days | 14 hours    | 11 hours    | N/A        |
| Illinois70hr8days       | 8 days | 14 hours    | 11 hours    | N/A        |
| Maryland70hr7days       | 7 days | 16 hours    | 12 hours    | N/A        |
| Maryland80hr8days       | 8 days | 16 hours    | 12 hours    | N/A        |
| Massachusetts60hr7days  | 7 days | 14 hours    | 11 hours    | N/A        |
| Massachusetts70hr8days  | 8 days | 14 hours    | 11 hours    | N/A        |
| Michigan 60hr7days      | 7 days | 14 hours    | 11 hours    | 30 minutes |
| Michigan 70hr8days      | 8 days | 14 hours    | 11 hours    | 30 minutes |
| New Hampshire 60hr7days | 7 days | 14 hours    | 11 hours    | N/A        |
| New Hampshire 70hr8days | 8 days | 14 hours    | 11 hours    | N/A        |
| New York 60hr7days      | 7 days | 14 hours    | 11 hours    | N/A        |
| New York 70hr8days      | 8 days | 14 hours    | 11 hours    | N/A        |
| North Carolina70hr7days | 7 days | 16 hours    | 12 hours    | N/A        |
| North Carolina80hr8days | 8 days | 16 hours    | 12 hours    | N/A        |
| Pennsylvania 60hr7days  | 7 days | 14 hours    | 11 hours    | N/A        |
| Pennsylvania 70hr8days  | 8 days | 14 hours    | 11 hours    | N/A        |
| South Carolina70hr7days | 7 days | 16 hours    | 12 hours    | N/A        |
| South Carolina80hr8days | 8 days | 16 hours    | 12 hours    | N/A        |
| Tennessee 60hr7days     | 7 days | 14 hours    | 11 hours    | N/A        |
| Tennessee 70hr8days     | 8 days | 14 hours    | 11 hours    | N/A        |
| Texas 70hr7days         | 7 days | 15 hours    | 12 hours    | N/A        |
| Wisconsin 70hr7days     | 7 days | 16 hours    | 12 hours    | 30 minutes |
| Wisconsin 80hr8days     | 8 days | 16 hours    | 12 hours    | 30 minutes |
| Vermont 60hr8days       | 8 days | 14 hours    | 11 hours    | N/A        |
| Vermont 70hrs8days      | 8 days | 14 hours    | 11 hours    | N/A        |
| Virginia 70hr7days      | 7 days | 16 hours    | 12 hours    | N/A        |
| Virginia 80hr8days      | 7 days | 16 hours    | 12 hours    | N/A        |

### Canada Cycle Rules

|                                 | <b>Cycle</b> | <b>Shift Limit</b> | <b>Drive Limit</b> | <b>Break Limit</b> |
|---------------------------------|--------------|--------------------|--------------------|--------------------|
| <b>Canada 70 hr7days South</b>  | 7 days       | 16 hours           | 13 hours           | 30 minutes         |
| <b>Canada 12 hr14days South</b> | 7 days       | 16 hours           | 13 hours           | 30 minutes         |
| <b>Canada 80 hr7days North</b>  | 7 days       | 20 hours           | 15 hours           | 30 minutes         |
| <b>Canada 120hr14days North</b> | 7 days       | 20 hours           | 15 hours           | 30 minutes         |
| <b>Alberta Province</b>         |              | 15 hours           | 13 hours           | 30 minutes         |

## ANNEX 2: LIST OF POSSIBLE ERRORS WHEN LOGGING IN

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| <b>Login Errors</b>  | <b>Mitigation Steps</b>  |
|--|--|
| Authentication failed. Check your network connection.  | Make sure your tablet is connected to a data network or Wi-Fi network.   |
| Invalid user ID or password.   | Make sure your email address and password are correct and valid. The password must match the valid email address.  |
| A timeout error has occurred.  | Make sure your tablet is connected to a data network or Wi-Fi network with Internet access. If the problem persists, try it later or contact Start Fleet support at supporteld@start-fleet.com |
| An unknown error has occurred  | Contact Start Fleet/ supporteld@start-fleet.com  |
| Username required.   | Make sure that the username field is not empty.  |
| Password required  | Make sure that the password field is not empty.  |
| Login is out of session.   | Make sure your tablet is connected to a data network or Wi-Fi network with Internet access.  |
| An error occurred while creating the account. If the error continues, contact your home fleet for help   | Try logging in after a few minutes, and if the error persists, contact Start Fleet Support.  |
| An error occurred while retrieving account details.  | Contact Start Fleet Support  |
| An error occurred while setting up the account. Please contact Start Fleet for assistance.   | Contact Start Fleet Support  |
| Check your account settings.   | Ensure that the controller and the active driver is in the same visibility sets and that you have a Controller role.   |
| Failed to create an unidentified driver account  | Try logging in after a few minutes, and if the error persists, contact Start Fleet Support.  |
| Accounts that are not drivers cannot log in as a co-pilot.   | Make sure that the user account has a controller role. Personal accounts are not allowed to log in as schedulers.  |
| Your version of Start fleet is <current build version>. This version is no longer supported. Upgrade to <the latest build version> or higher for a stable operation. | Update the app to the latest version.  |