

NOTICE

Attn: All Holders of a Federal Oil Well Service Vehicle Cycle Exemption Permit Issued by Alberta Transportation

A notice was sent to you in September 2015, outlining proposed changes to the Federal Oil Well Service Vehicle Cycle Exemption Permit. A few updates have been made since the previous notice was issued:

- Permits with updated conditions are now available and being issued on application;
- At least 2 months prior to the expiry of your current permit, you should complete and submit an updated application form available at: <https://www.trans.gov.ab.ca/TravisWebLogin/redirect.htm>
- Beginning January 01, 2017 all applicants will be required to submit a copy of their fatigue management program to support their application.

All permits issued after January 01, 2016 clearly state, the Permit Holder *MUST* ensure that a record is in each applicable employee file that they have satisfactorily completed all training that meets the standards as specified in the permit condition. A copy of a proof of training record must be issued to every driver authorized to operate under your permit. Each training record must include at least:

Requirements	Driver's File Information	Driver's Training Certificate Information
Employer Name <i>(as stated on permit)</i>	√	√
Employee Name <i>(printed/typed)</i>	√	√
Employer's signature	√	√
Employee's signature	√	√
Course title	√	√
Copy of course evaluation completed by the driver <i>(such as a quiz)</i>	√	
Name of training facilitator	√	
Dates of training	√	√
Expiry date <i>(no more than 3 years from date of training except for CAODC Heavy Duty and Convoy training)</i>	√	√

Beginning April 1, 2016, every driver of a motor vehicle operated under the authority of a permit issued after January 01, 2016 shall produce proof of training to an enforcement officer in the following areas:

- Fatigue Management;
- Hours of Service; and
- Industry related training in either:
 - Oilfield Driver Awareness (ODA) *(or equivalent)*; or
 - CAODC Driver Training *(Note: Heavy Duty and Convoy Training do not require an expiry date)*.

New authorized drivers need to be trained and issued certificates before they operate under this permit. The Permit Holder must produce proof of training with an updated drivers' list to Carrier Services before the driver can drive.

Permit Holder shall produce all required documentation upon request of a person authorized for such purposes (including roadside enforcement officers).

For further information on this permit, please go to the following link: www.transportation.alberta.ca/4489.htm

If you have any questions regarding this permit, the changes being made or the training requirements, please contact Carrier Services at 403-755-6111 or e-mail to: compliance.info@gov.ab.ca