

Summary of Maintenance and Safety Program Requirements for Federally-Regulated Alberta-Based Commercial Buses (Effective July 1, 2009)

Refer to the “NOTES” on the following page for an explanation of the numbered exceptions or explanations of the requirements. Consult the complete regulations for a full explanation of requirements.

Program Requirements	“Federal” Operating Status ⁵		
	Operating INSIDE and OUTSIDE Alberta ⁶		
	Motor Coach ^{1,2}	School Bus ^{1,3}	Other Bus ^{1,4}
Written Maintenance Program ¹⁹	Yes	Yes	Yes
➤ Complete Vehicle Files	Yes	Yes	Yes
Daily Trip Inspection ⁷			
➤ Driver Training ¹⁸	Yes	Yes	Yes
➤ Within radius ⁸ (<i>exemption expires December 31, 2009</i>)			
• Conduct inspection	Yes ^{10,13}	Yes ^{10,11}	Yes ^{10,11}
• Document and Produce “trip inspection report”	No ^{9,13,14}	Yes ^{9,13,14}	No ^{9,13,14}
• Produce a copy of Schedules 2 and/or 3 of NSC Standard 13, Part 2	Yes	Yes ¹⁷	Yes
➤ Outside radius			
• Conduct inspection	Yes ^{11,12}	Yes ^{10,11}	Yes ^{10,11}
• Document and Produce “trip inspection report”	Yes ^{9,13}	Yes ^{9,13}	Yes ^{9,13}
• Produce a copy of Schedules 2 and/or 3 of NSC Standard 13, Part 2	Yes ¹⁷	Yes ¹⁷	Yes ¹⁷
Under-vehicle trip inspection	Yes ^{13,16}	No	No
CVIP (<i>semi-annual inspection</i>)	Yes	Yes	Yes
Written Safety Program	Yes	Yes	Yes
➤ Employee Training ¹⁸ and Driver Evaluation	Yes	Yes	Yes
➤ Complete Driver Files	Yes	Yes	Yes
Hours of Service			
➤ Driver Training ¹⁸	Yes ¹⁵	Yes ¹⁵	Yes ¹⁵
➤ On-Road Compliance	Yes	Yes	Yes
Cargo Securement			
➤ Driver Training ¹⁸	Yes	Yes	Yes
➤ On-road compliance	Yes	Yes	Yes

NOTES:

Internet access to various information sites:

- General information on Alberta’s commercial transportation requirements: www.transportation.alberta.ca/3.htm
- Change carrier’s Operating Status: www.transportation.alberta.ca/661.htm
- Obtain Schedules 1-4 of the NSC Standard 13, Part 2: www.ccmata.ca/english/pdf/nsc_standard_13.pdf
- Obtain CSA Standard D250-2007: www.shopcsa.ca/onlinestore/GetCatalogItemDetails.asp?mat=2418674
- Obtain CSA Standard D409: www.shopcsa.ca/onlinestore/GetCatalogItemDetails.asp?mat=2415031
- Obtain the *Commercial Vehicle Safety Regulations* (AR 121/2009): www.qp.alberta.ca/574.cfm?page=2009_121.cfm&leg_type=Regs&isbncln=9780779740727
- Obtain other Alberta legislation: www.qp.alberta.ca/Laws_Online.cfm
- Obtain Federal legislation: <http://laws.justice.gc.ca/en/index.html>

Summary of various Schedules in the *Commercial Vehicle Safety Regulation* (AR 121/2009) and the NSC Standard # 13, Part 2:

CVSR Regulation (use ALL applicable Schedules):

- **Schedule 1:** general safety standards (e.g. markings, etc.)
- **Schedule 2:** maintenance standards for all vehicle types
- **Schedule 3:** maintenance standards for buses transporting persons with physical disabilities
- **Schedule 4:** maintenance standards for handi-buses
- **Schedule 5:** maintenance standards for school buses

NSC Standard # 13:

- **Schedule 1:** trip inspection requirements for truck / tractor / trailer
- **Schedule 2:** trip inspection requirements for all buses
- **Schedule 3:** trip inspection requirement for a motor coach (*if Schedule 2 inspection is not used*)
- **Schedule 4:** 30 day or 12,000 kilometre visual inspection of a motor coach (*if Schedule 3 inspection is used*)

1. **“Bus”** is a commercial vehicle originally designed to carry 11 or more persons including the driver and used to transport persons.
2. **“Motor Coach”** is a bus of monocoque design (i.e. no frame) manufactured with underfloor storage, and not a transit bus.
3. **“School Bus”** is a bus that meets the requirements of a Type A1, A2, B, C, D school bus described in CSA Standard D250-2007 and used primarily to transport students to and from school.
4. A **“Handi-bus”** is a bus that meets the CSA Standard D409 and used primarily to transport persons with physical disabilities.
5. **“Federal”** Operating Status authorizes operation of a bus outside Alberta.
6. Maintenance program and vehicle files need to address/include trip inspections, repairs and CVIP forms, when the jurisdiction(s), including Alberta, in which the carrier’s vehicles are operating require the inspections to be completed. Written safety program and driver files must address compliance issues only when the registered jurisdiction requires those records to be completed.
7. **“Daily Trip Inspection”** means a trip inspection of vehicle conducted by inspecting the specified items identified in Standard 13.
8. Exempt from completing a “trip inspection report” if: (a) the driver operates a commercial vehicle within a 160 kilometre radius of driver’s home terminal; (b) driver returns to their home terminal each day to begin a minimum of 8 consecutive hours off-duty; (c) driver is not driving under a permit relating to the *Alberta Drivers’ Hours of Service Regulation* (AR 317/2002). If any one of these criteria are not met then a “trip inspection report” is required. **NOTE: this exemption does not apply to a school bus.**
9. A **“trip inspection report”** must be completed when a daily trip inspection is conducted and it must meet the minimum legislative requirements: legible; licence number/Unit number; odometer or hubometer; carrier name; location inspected; each defect or no defect; date/time of report; name of person inspecting; name and signature of driver or person inspecting.
10. A **“Bus”** shall not be operated if it fails to comply with applicable maintenance standards in Schedules 2, 3, 4, and 5 of CVSR.
11. An owner shall not permit a driver to drive and a driver shall not drive any bus unless the vehicle was inspected in accordance to Schedules 2 or 3 of Standard 13 AND no **“major defects”** were detected in the vehicle during the daily trip inspection.
12. A Motor Coach can not be operated if it fails to comply with the maintenance standards prescribed in Schedule 2 of CVSR.
13. Carriers that are required to complete a Daily and/or Under-vehicle “Trip Inspection Report” must retain the original reports in chronological order for each vehicle for at least the current month and preceding 6 months from the date of the inspection.
14. Whether or not a “trip inspection report” is required before trip begins, if driver observes any safety defects specified in applicable Schedule 2, 3 or 4 of Standard 13 while driving, then the driver shall record the defects in a trip inspection report or in a written document and report that defect to the carrier. If the defect is “major”, then do not drive the vehicle until it is repaired.
15. Written safety program and driver files need to address/include Hours of Service training, orientation and compliance evaluation.
16. An **“under-vehicle trip inspection”** must meet the requirements of Schedule 4 of Standard 13 and must be conducted by a person authorized by the carrier and that has a subsisting **Heavy Equipment Technician trade certificate** through the *Apprenticeship and Industry Training Act*. A Schedule 4 inspection is required when a Schedule 3 Daily Trip Inspection is done. The “under-vehicle trip inspection” is valid up to 30 days or 12,000 kilometres, which ever comes first. Under-vehicle inspection report must contain same information as a trip inspection report plus: brake adjustment measurements; nature of all repairs to fix defects found; trade certificate number of Heavy Equipment Technician who did the inspection.
17. Schedule 2 of Standard 13 identifies the list of daily trip inspection items for a **bus, handi-bus, motor coach and other commercial buses** and Schedule 3 identifies an alternative list of trip inspection items that can be inspected for a **motor coach provided Schedule 4 is used as well**. The applicable Schedule, for every vehicle a driver is operating, needs to be located in each commercial vehicle and must be produced on request of a peace officer.
18. **Training** of all applicable carrier staff (e.g. drivers, managers, administration, mechanics, etc.) in all **“safety laws”** is required by Section 40(1)(e) of the *Commercial Vehicle Certificate and Insurance Regulation* (AR 314/2002).
19. Written maintenance program must indicate frequency (e.g. weekly, 200 hours, etc.) that regular and continuous maintenance is to be done on each type of regulated vehicle so as to meet the requirements of the applicable Schedules 1-5 of the CVSR regulation.