



Module 4

Driver Activities



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Things to think about ...

What activities do commercial vehicle drivers perform in the course of a day?

A typical day for a commercial vehicle driver involves picking up/dropping off a load, driving, maintaining the vehicle, completing paperwork, eating, sleeping and performing other work for the motor carrier.

Every driver activity can be classified into one of four categories. The Federal *Commercial Vehicle Drivers Hours of Service Regulations* set limits on each category so it is important that drivers keep an accurate record of how much time they spend performing each activity.

What will I learn in this module?

- Activities classified as driving time
- Activities classified as on-duty other than driving time
- Activities classified as off-duty time other than in a sleeper berth
- Activities classified as off-duty time spent in a sleeper berth
- How to use a logbook

What is duty status?



Legislative References:

- *Federal Commercial Vehicle Drivers Hours of Service Regulations (SOR/2005-313) Section 1 Interpretation*

All driver activities can be classified into one of four categories of “duty status”:

- Off-duty time, other than time spent in a sleeper berth
- Off-duty time spent in a sleeper berth
- Driving time (on-duty time)
- On-duty time, other than driving time

“On-duty time” begins when a driver starts work or when the motor carrier requires the driver to be available for work. This does not include time when the driver is waiting at home or on-call for a work assignment. On-duty time ends when the driver stops work or is relieved of all responsibility by the motor carrier.

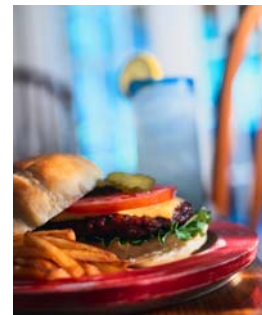
“Off-duty time” is any time other than on-duty time.

What activities are classified as “off-duty time, other than time spent in a sleeper berth”?

A driver is off-duty if the driver has the freedom to do whatever the driver wants to do. The driver must be completely relieved of all duty, responsibility and obligation for the care and custody of the vehicle, its accessories, and any passengers or cargo it may be carrying. In other words, the driver must have the freedom to leave the vehicle to do something else.

Typical off-duty activities include stopping for meal breaks, rest breaks and sleep. If a driver is waiting to be assigned work by a motor carrier (i.e., at home or some other location carrying a pager/beeper), it is considered off-duty time.

In addition, any work performed for an organization other than a motor carrier is off-duty time. Therefore, if a driver works for a “non-motor carrier”, the driver is off-duty for the entire time that he / she works for the “non-motor carrier”.



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What activities are classified as “off-duty time spent in a sleeper berth”?

Some commercial vehicles are equipped with a special area used for sleeping accommodation. These sleeper berths are usually located in the cab or passenger compartment of the commercial vehicle and must meet specific dimensions and environmental requirements. Please refer to Module 8 for sleeper berth criteria.

Any time that a driver spends reading, relaxing or sleeping in a sleeper berth is off-duty time spent in a sleeper berth.

What activities are classified as “driving time”?

Any time that a driver spends operating or controlling a commercial vehicle is driving time.

What activities are classified as “on-duty, other than driving time”?

Commercial vehicle drivers perform many activities in the course of a day. The following activities are on-duty, other than driving time:

- Inspecting, servicing or repairing the commercial vehicle
- Loading or unloading the commercial vehicle
- Waiting to be dispatched (at a motor carrier or shipper facility)
- Waiting for inspection at customs
- Traveling in a commercial vehicle as a co-driver
- Traveling as a passenger in a commercial vehicle to a point where the driver will begin driving
- Performing any other work for the motor carrier such as completing paperwork or working on a job site



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Summary of Duty Status

Duty Status	Description	Examples
Off-duty time other than time spent in a sleeper berth	<ul style="list-style-type: none">- Driver has the freedom to do whatever the driver wants to do- Driver is relieved of all duty, responsibility and obligation for the care and custody of the vehicle, its accessories, and any passengers or cargo it may be carrying- Driver has the freedom to leave the vehicle to do something else	<ul style="list-style-type: none">- Meal break- Rest break- Sleep- Waiting for work assignment- Work performed for an organization other than the motor carrier- Vacation time
Off-duty time spent in a sleeper berth	<ul style="list-style-type: none">- Driver is in sleeper berth area	<ul style="list-style-type: none">- Reading, relaxing or sleeping in sleeper berth
Driving time	<ul style="list-style-type: none">- Driver operates or controls a commercial vehicle	<ul style="list-style-type: none">- Driving a commercial vehicle
On-duty, other than driving time	<ul style="list-style-type: none">- Driver performs other activities while on-duty- On-duty time begins when a driver starts work or is required by the motor carrier to be available for work- On-duty time ends when the driver stops work or is relieved of responsibility by the motor carrier	<ul style="list-style-type: none">- Inspecting, servicing or repairing commercial vehicle- Loading or unloading commercial vehicle- Waiting to be dispatched (at a motor carrier or shipper facility)- Waiting for inspection at customs- Traveling in a commercial vehicle as a co-driver- Traveling as a passenger in a commercial vehicle to a point where the driver will begin driving- Performing any other work for the motor carrier such as completing paperwork



What is a logbook and how does a driver use it?

In order to keep track of the time spent performing on-duty and off-duty activities, most drivers complete a daily log of their activities. Please refer to Module 17 for specific daily log criteria and Module 18 for the radius exemption (i.e., drivers who do not need to complete a daily log).

The easiest way to record driver activities is to use a logbook. Drivers use one page in a logbook to record one day's (24 hours) activities. Drivers can get logbooks from one of the following sources:

- motor carriers
- truck stops
- stationary stores
- commercial printing companies

Although the layout of logbooks can vary, the most common element is the daily grid:

	0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	Total Hours
Off-duty time other than in sleeper berth																										
Off-duty time in sleeper berth																										
Driving time																										
On-duty time other than driving time																										

The daily grid displays 24 hours broken into 15-minute segments. Drivers record activities by marking the start and end time for an activity and drawing a continuous line between the start and end time. Drivers usually draw a vertical line to connect the end time from one activity to the start time for the next activity, but it is not mandatory.

On the right-hand side of the grid, drivers calculate the total number of hours for each duty status. The grand total for each daily grid must equal 24 hours.

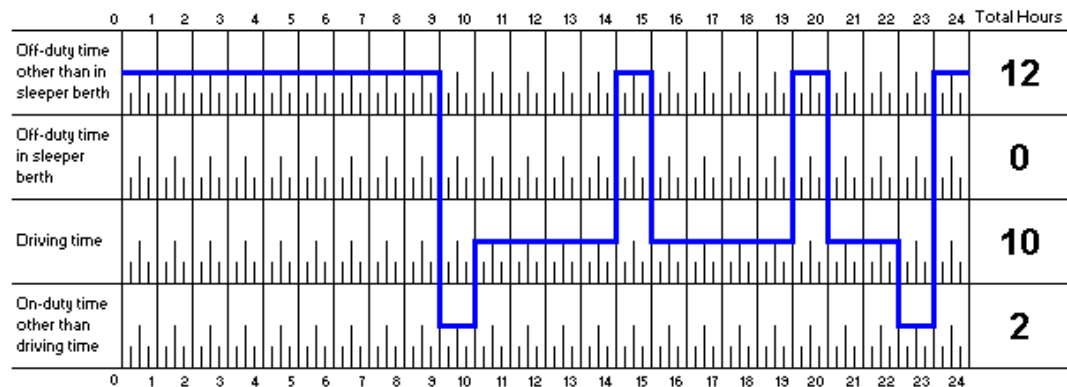


Example:

A driver performs the following activities in a day:

Time	Activity	Duty Status
8 hours	Sleep	Off-duty time other than time spent in a sleeper berth
1 hour	Eat breakfast and drive to motor carrier	Off-duty time other than time spent in a sleeper berth
1 hour	Pre-trip inspection and supervise loading of vehicle	On-duty, other than driving time
4 hours	Drive	Driving time
1 hour	Eat lunch	Off-duty time other than time spent in a sleeper berth
4 hours	Drive	Driving time
1 hour	Eat supper	Off-duty time other than time spent in a sleeper berth
2 hours	Drive	Driving time
1 hour	Supervise unloading of vehicle, conduct post-trip inspection and complete paperwork	On-duty, other than driving time
1 hour	Relax and sleep	Off-duty time other than time spent in a sleeper berth

The driver records the activities on the daily grid as follows:



The Federal *Commercial Vehicle Drivers Hours of Service Regulations* specify limits on each duty status so it is important that drivers keep an accurate record of how much time they spend performing each activity. In the remaining modules, we review a driver's duty status limits.



Module Self-Check Questions

If you can answer the following questions, you are ready to move to the next module. If you can't answer the questions, please review the module again before continuing.

- 1) List the four categories of "duty status."

- 2) Explain the difference between "on-duty time" and "off-duty time."

- 3) Classify each of the following situations according to duty status:

Duty Status	Situation
	Vehicle is broken down on the side of the road and driver is waiting for help
	Supervising loading of trailer
	Sleeping in sleeper berth
	On vacation
	Sitting in passenger seat and reading road map to help co-driver
	Driving to work
	Stopped at weigh station for a vehicle inspection
	Time spent at the scene of an accident collecting necessary information
	Driving a tractor across town to pick up a trailer

- 4) Describe how a logbook is used.



Answers to Module Self-Check Questions

1) List the four categories of “duty status.”

- Off-duty time, other than time spent in a sleeper berth
- Off-duty time spent in a sleeper berth
- Driving time (on-duty time)
- On-duty time, other than driving time

2) Explain the difference between “on-duty time” and “off-duty time.”

- On-duty time begins when a driver starts work or is required by a motor carrier to be available for work; ends when the driver stops work or is relieved of responsibility by motor carrier
- Off-duty time is any time other than on-duty time

3) Classify each of the following situations according to duty status:

Duty Status	Situation
On-duty time, other than driving	Vehicle is broken down on the side of the road and driver is waiting for help
On-duty time, other than driving	Supervising loading of trailer
Off-duty time spent in a sleeper berth	Sleeping in sleeper berth
Off-duty time	On vacation
On-duty, other than driving time	Sitting in passenger seat and reading road map to help co-driver
Off-duty time	Driving to work
On-duty, other than driving	Stopped at weigh station for a vehicle inspection
On-duty, other than driving	Time spent at the scene of an accident collecting necessary information
Driving time	Driving a tractor across town to pick up a trailer

4) Describe how a logbook is used.

- One page in a logbook used to record one day’s (24 hours) activities



Notes: