



## **Operation and Maintenance of Registered Commercial Vehicles over 5000 kg Standard**

### **1.0 PURPOSE**

This standard supports the Motor Vehicle Safety Policy and specifies the requirements for the operation and maintenance of commercial vehicles over 5000 kg.

### **2.0 DEFINITIONS**

#### **2.1 Carrier**

The holder of a certificate of registration for a commercial vehicle.

#### **2.2 Certificate of Safety Fitness**

A Certificate of Safety Fitness contains the NSC number, which is the unique identifier for each commercial operator and will have a Satisfactory (Audited), Satisfactory (Unaudited), Conditional or Unsatisfactory rating.

#### **2.3 Commercial Vehicle**

A vehicle that is used for the transportation of goods or passengers and that is:

- (i) a truck and trailer combination or a truck and semi-trailer combination where the gross vehicle weight stated on the certificate of registration for the truck or towing unit exceeds 5,000 kilograms; or
- (ii) a vehicle that is designed and constructed to have, and is indicated by the manufacturer as having, a seating capacity of more than 10 people.

#### **2.4 Gross Vehicle Weight**

The combined weight of a vehicle and of the load carried on the vehicle or the combined weight of two or more vehicles coupled or joined together and the combined weight of the load carried on each vehicle.

#### **2.5 Home Terminal**

The place of business of a carrier to which an operator ordinarily reports for work or the temporary work location if residing at that location for more than one day (overnight.)

#### **2.6 Off-Duty Time**

The time during which an operator is not on on-duty time.

#### **2.7 On-Duty Time**

The time that begins when an operator commences work or is required by the carrier to be available to work and that ends when the operator stops work or is relieved of responsibility by the carrier and includes driving time.



## **3.0 METHOD / PRACTICE**

### **3.1 Logbooks**

Hours of service logbooks for commercial vehicles over 5000kg are required when commercial vehicles travel outside of a 160km radius from their home terminal and are to be forwarded to the employee's supervisor every twenty(20 days. No operator shall maintain more than one log per day (24 hours.) Logbooks shall identify on duty and off duty times for each 24 hour period based out of their home terminal and will contain the following information:

- the name of the driver, enters legibly, whose on-duty time, driving-related duty time, driving time and off-duty time is recorded in the daily log;
- the date of the day on which the driver begins any on-duty time during which he or she drives a commercial vehicle;
- where the time is not 12:00 midnight, the time the day starts;
- for every period of driving every commercial vehicle driven by the driver during the day, the odometer reading of the commercial vehicle at the time the driver commences any period of driving the commercial vehicle;
- the total distance driven by the driver during the day;
- the plate number indicated on the certificate of registration and licence plates for the commercial vehicle the unit number assigned to the commercial vehicle by the carrier;
- the name of every carrier that employed the driver during the day;
- the name of any driver, printed legibly, with whom the driver shared driving-related duty;
- the home terminal address or principal place of business of every carrier that employed the driver during the day;
- the total hours during the day spent by the driver as off-duty time, as driving time; and as on-duty time.

### **3.2 Driver Profiles**

Operators of SaskPower commercial vehicles are required to provide or authorize access to their Supervisor for the following:

- Copy of a valid driver's license with photo card.
- Driver's abstract issued within last twelve months.
- Record of traffic and criminal driving convictions while operating a SaskPower commercial vehicle.
- Copies of any convictions, accidents, on road or terminal inspections.

### **3.3 Accident Reports**

Operators of SaskPower commercial vehicles are required to provide to their Supervisor:

- Written records of all accidents involving a SaskPower commercial vehicle that contains the name of the operator and information pertaining to the commercial vehicle.

### **3.4 Vehicle Maintenance Standards**

Operators of SaskPower commercial vehicles are required to provide to their Supervisor:

- Written records of all on-road and terminal inspection reports.
- Written records of all periodic and daily vehicle inspection programs.
- Written records of inspections performed in another jurisdiction.
- Copy of monthly reports of regular and continuous inspections and maintenance for all SaskPower commercial vehicles.

### **3.5 Insurance**

Operators of SaskPower commercial vehicles are required to have in their possession:



- A written record of existing public liability coverage.
- Current National Safety Code (NSC) Certificate of Safety Fitness.

## **4.0 TRAINING REQUIREMENTS AND MATERIAL**

Each applicable Division shall identify and provide training and/or awareness on the Operation and Maintenance of Commercial Vehicles Over 5000kg.

## **5.0 REFERENCES**

The legal requirements for the Operation and Maintenance of vehicles over 5,000kg are outlined in the statutes regulations of the jurisdiction having authority:

- Canada
  - Federal Hours of Service Regulations
  - National Safety Code (NSC)
- Saskatchewan
  - The Commercial Vehicles Hours of Service RegulationsSaskPower (located on SafetyNet)
  - Transportation Compliance – Code of Practice