

HOURS OF SERVICE



Course Overview The Hours of Service training program is a half-day (approx. 4 hours) classroom course for the student operator at a venue within the municipality/organization.

Classroom Topics

- ▶ Introduction
 - Regulations Across Canada
 - Responsibility of Operators and Drivers
- ▶ Application
 - Who Must Comply?
 - Which Regulation Must You Follow?
 - Who is Exempt?
- ▶ Duty Status Time
 - Four Categories
 - Exceptions
- ▶ The Rules
- ▶ Rules for a Driver's Day
 - Definition of a Day
 - Driving Time Maximum
 - On Duty Time Maximum
 - Off Duty Time Maximum
- ▶ Shift Rules
 - Driving Time
 - On Duty Time
 - Elapsed Time
- ▶ Cycles
 - Mandatory 24 Hours Off Duty in 14 Days
 - Cycle Choice & Cycle Resetting
 - Changing Cycles
- ▶ Extensions
 - Deferral of Off Duty Time
 - Adverse Driving Conditions

- ▶ Daily Logs/Timesheets
 - Time Used
 - Daily Log or Timesheets (160 km Rule)?
 - Daily Log Contents
 - Timesheet Conditions
 - Timesheet Contents
- ▶ Record Keeping
 - Driver
 - Operator
- ▶ Inspectors and Out of Service Declarations
 - Director
 - Inspectors
 - Out of Service Declarations

Who Should Attend: Drivers of CVOR vehicles.

Evaluation /Documentation: Theory test (by instructor). For due diligence purposes, the organization/municipality will receive a copy of the original test results, an operator training summary and a certificate of completion for each student.

About the Facilitator: Developed and delivered to you by **Ground Force Training Inc.**