CVOR FACILITY AUDIT

Course Overview

The audit will consist of a review of records and documents pertaining to:

- Log Books / Time Records (for at least the past 2-3 weeks)
- Pre-Trip Inspection Reports (for some or all vehicles, depending on how many are available up to the past 6 months)
- Maintenance Files (for some or all vehicles, depending on how many are available for the past 24 months)
- Road Test Reports
- Load Security
- License Records

Objectives: A facility audit will:

- Ensure all policies are in place that an auditor will be looking for
- Ensure maintenance records are complete
- Ensure driver log books and inspection reports are complete and comply with the appropriate regulations
- Identify areas where training may be needed
- Ensure C.V.O.R. and driver abstracts are accurate and identify areas that require training or disciplinary action

Who Would Benefit: Any organization with a CVOR fleet.

Evaluation/Documentation: A detailed report with recommendations.

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