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: Written test and/or oral exam. The employer will receive a certificate of completion and a summary of training for each participant who successfully completes the course.

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