# **TRANSFLO**<sup>®</sup> Telematics

# **ELD: DVIR Workflow**

Drivers must perform Driver Vehicle Inspection Reports (DVIR). If repairs are required, the appropriate staff member must review the DVIR. They must also take corrective action on identified issues and update the inspection report, noting that repairs have been made or are unnecessary. The following is a guide to the DVIR workflow:

#### From the Dashboard (Home Screen), select DVIR. 1.



From Step 3 and onwards, choose the scenario that applies to your DVIR.

#### **3a.** No Defects on Previous Inspection

Before performing a new inspection, you will first have to sign off on the previous inspection. If there are no defects on the previous inspection, you can click Certify previous inspection and start a new inspection.

| ← DVIR Log  | 🎍 John Smith 🖂 🤨                   |
|---|------------------------------------|
| Q PREVIOUS INSPECTION   | NEEDS REVIEW                       |
| No defects  |                                    |
| Vehicle   | DD                                 |
| Date  | Aug 3, 2016 10:43AM                |
| Inspector   | John Smith                         |
| Location  | ON Oakville                        |
| Odometer  | 79834.6mi                          |
| Trailers  | Trailer 46586                      |
| This vehicle was inspected in compliance with reg   | gional and/or federal regulations. |
| DRIVER CERTIFICATION  |                                    |
| Add a remark  |                                    |
| Certify previous inspective control of the second secon | ection                             |
|   |                                    |

Drivers must perform Driver Vehicle Inspection Reports (DVIR). If repairs are required, the appropriate staff member must review the DVIR.

Take corrective action on identified issues and update the inspection report. Note any repairs that have been made or deemed unnecessary.

#### **4a.** Defects on Previous Inspection

If no defects are found on inspection, scroll down the page and select Done. Finally, certify that the vehicle was inspected in compliance with regulations.

| ← DVIR Log                  | 🐣 🛛 John Smith | <b>0</b> |
|-----------------------------|----------------|----------|
| Q DD                        | 🗢 RE           | VIEWED   |
| ▼Expand previous inspection |                |          |
| NEW INSPECTION              |                |          |
| Brakes (Parking)            |                |          |
| O Brakes (Service)          |                |          |
| O Coupling Devices          |                |          |
| Add a remark                |                |          |
| One                         |                |          |
|                             |                |          |
|                             |                |          |

2. Under Inspection Reports, select Inspect beside the 2 associated vehicle or trailer(s).

| ≡ DVIR                                 | 🐣 🛛 John Smith |   | 0 |
|--|----------------|---|---|
| INSPECTION REPORTS                     |                |   |   |
| <b>d€ DD</b><br>Aug.3, 2016 10.46AM    | Inspect        | : |   |
| C Trailer 46586<br>Jul 14, 2016 3:17PM | a Inspec       |   |   |
|  |                |   |   |
|  |                |   |   |

# **3b.** Defects on Previous Inspection

If the previous inspection had a defect and a repair was made, the driver will have to review the repair and certify if the vehicle is Safe to operate or Unsafe to operate.

Note: Selecting Unsafe to operate will auto-select the defects listed on the previous inspection.

| ← DVIR Log                                    | 🐣 John Smith 🖂 i                     |
|---|--------------------------------------|
| Q PREVIOUS INSPECTION                         | NEEDS REVIEW                         |
| Vehicle                                       | DD                                   |
| Date  | Aug 3, 2016 10:45AM                  |
| Inspector                                     | John Smith                           |
| Defects                                       |                                      |
|   | compressor not working               |
| Location                                      | ON Oakville                          |
| Odometer                                      | 79834.6mi                            |
| Trailers                                      | Trailer 46586                        |
| ✤ REPAIRS MADE OR NOT NECESSARY               |                                      |
| Repair by                                     | John Smith                           |
| Repair date                                   | Aug 3, 2016 10:45AM                  |
| This vehicle was inspected in compliance with | regional and/or federal regulations. |
| DRIVER CERTIFICATION                          |                                      |
| Add a remark                                  |                                      |
| Unsafe to operate                             |                                      |

### **4b.** Defects Found on Inspection

Select the defects that apply. Scroll down, add remarks, and then select Done. Finally, certify that the vehicle was inspected in compliance with regulations.

| ← DVIR Log   | 💄 John Smith 🛛 🚺 |
|--|------------------|
| Q DD   | REVIEWED         |
| Expand previous inspection   |                  |
| NEW INSPECTION   |                  |
| O Brakes (Parking)   |                  |
| <ul> <li>Brakes (Service)<br/>Air compressor not working, Chatters, Shudders, or Vibrates</li> </ul> |                  |
| O Coupling Devices   |                  |
| Add a remark   |                  |
| ODne   |                  |
|  |                  |

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# **5a.** Completing the Inspection (No Issues)

The inspection is complete. There are no defects and no repairs are required.

| ≡ DVIR  | 🐣 🛛 John Smith | 0 |
|---|----------------|---|
| INSPECTION REPORTS                                |                |   |
| ← DD<br>Aug 3, 2016 10:40AM ⊘ Inspection complete | a inspect      |   |
| C Trailer 46586<br>Jul 14, 2016 3:17PM            | 🗐 inspect      |   |
|   |                |   |
|   |                |   |
|   |                |   |
| ✓ Inspection complete!                            |                |   |

#### **5b.** Completing the Inspection (Defects)

The inspection is complete. Defects requiring repairs have been identified.

| ≡ DVIR                                 |              | 🐣 John Smith 🖂 |
|--|--------------|----------------|
| INSPECTION REPORTS                     |              |                |
| <b>ಈ DD</b><br>Aug 3, 2016 10:41AM     |              | 🗲 Repair       |
| C Trailer 46586<br>Jul 14, 2016 3:17PM |              | Inspect        |
|  |              |                |
|  |              |                |
|  |              |                |
|  |              | _              |
|  | $\checkmark$ |                |

# **Repairing Defects**

The following are the steps for those authorized to log repairs. If you are unauthorized, please speak with your manager.

**1.** From the Dashboard (Home Screen) you can see if an asset needs repairs. Select DVIR to continue.



**3.** Review the previous inspection, add remarks, and then select Repair made or not necessary.

| ← DVIR Log                                    | 🐣 John Smith 🖂 i                     |
|---|--------------------------------------|
| Q PREVIOUS INSPECTION                         | NEEDS REPAIR(S)                      |
| A This report identifies critical defects     | s with this vehicle                  |
| Vehicle                                       | DD                                   |
| Date  | Aug 3, 2016 10:38AM                  |
| Inspector                                     | John Smith                           |
| Defects 🎤 E                                   | Brakes (Service) → Chatters,         |
|   | Shudders, or Vibrates                |
|   | 🎤 Brakes (Service) → Air             |
|   | compressor not working               |
| Location                                      | ON Oakville                          |
| Odometer                                      | 79834.6mi                            |
| Trailers                                      | Trailer 46586                        |
| This vehicle was inspected in compliance with | regional and/or federal regulations. |
| 🗲 REPAIR                                      |                                      |
| Add a remark                                  |                                      |
|   | necessary                            |

**2.** Under Inspection Reports, select Repair beside the associated vehicle or trailer(s).

|                     | 🐣 John Smith 🖂 🌘 |
|---------------------|------------------|
| INSPECTION REPORTS  |                  |
| - DD                | 🖋 Repair         |
| Trailer 46586       |                  |
| Jul 14, 2016 3:17PM | a inspect        |
|                     |                  |
|                     |                  |

**4.** The Inspections Reports page will indicate that a repair has been logged.

|  | 4 | John Smith | 0 |
|--|---|------------|---|
| E INSPECTION REPORTS                   |   |            |   |
| Aug 3, 2016 1038AM 🕑 Repair complete   |   | Inspect    |   |
| C Trailer 46586<br>Jul 14, 2016 3:17PM |   | Inspect    |   |
|  |   |            |   |
|  |   |            |   |
|  |   |            |   |
| ✓ Repair has been logged               |   |            |   |

