

Driver's Time Record

DRIVER'S NAME

MONTH

YEAR

TRUCK

DRIVERS MAY PREPARE THIS REPORT INSTEAD OF "DRIVER'S DAILY LOG" IF THE FOLLOWING APPLIES:

- Operates within 100 air-mile radius of headquarters
- Returns to headquarters and is released from work within 12 consecutive hours
- At least 10 consecutive hours off duty separate each 12 hours of duty

Intermittent Drivers shall complete this form for 7 days preceding any day driving is performed. This includes the preceding month.

| DATE | START TIME "ALL DUTY" | END TIME "ALL DUTY" | TOTAL HOURS | DRIVING HOURS | TOTAL MILES | HEADQUARTERS |
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To be prepared monthly by each DOT certified driver unless time record is exclusively kept on Driver's Daily Log. Indicate "days off". Check box if no driving is performed during this month and the first 7 days of the following month. Mail this report to your Division of Administration.

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**ALL ABOUT
TRUCKS**

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