



Maintenance and Inspection Program

The preventive maintenance and inspection program will address the following areas:

- ✓ Daily trip inspections;
- ✓ Repairs;
- ✓ Routine scheduled maintenance;
- ✓ Annual CVIP inspections;
- ✓ Record keeping of all inspections, repairs, routine maintenance, including CVSA and CVIP.

A person shall not operate or permit another person to operate a commercial vehicle if the vehicle or any equipment related to the commercial vehicle is in a condition likely to cause danger to persons or property.

It is illegal to operate a vehicle on a highway with any defect that is a violation under any legislation.

The company's written maintenance and inspection program will be kept at the company's principal place of business in **High River, AB**. Copies of the maintenance and inspection program will be available at each location of the carrier where the maintenance and inspection of the carrier's commercial vehicles is carried out. A copy of the maintenance and inspection program shall be readily accessible to employees of the carriers who carry out the maintenance and inspection program.

Schedule 2 of the **Commercial Vehicle Safety Regulation (AR121/2009)** will be attached to the maintenance and inspection program at all locations of the carrier where vehicle inspections and maintenance is carried out.

The company's vehicle maintenance and inspection program will be implemented as follows:

Application:

All NSC commercial vehicles (commercial vehicle registered solely or in combination for more than 4,500 kilograms including but not limited to trucks, truck tractors, trailers, converter dollies, jeeps and boosters) registered to the company are required to comply with the company's maintenance and inspection program policies and procedures, including:

- lease operators that have their vehicles registered to the company; or
- if lease operators follow their own maintenance program, then they must;
- provide a copy of the lessee's maintenance and inspection program that meets the minimum regulatory requirements;
 - the registered owner must indicate the maintenance and inspection program is "acceptable";
 - the registered owner must monitor the lease operator to ensure the maintenance program and inspection program is being implemented.



Daily Trip Inspections:

- a daily trip inspection shall be conducted on all commercial vehicles or combination of commercial vehicles registered for more than 4,500 kilograms.
- A daily trip inspection is valid for a maximum of 24 hours from the time recorded on the trip inspection report. Vehicle components will be inspected in a Daily Trip Inspection as required by section 10 (4) (a) of Alberta's *Commercial Vehicle Safety Regulation* (AR121/2009). The daily inspection must include all applicable components specified in the list of items in Schedule 1 of NSC Standard 13 part 2 (copy attached and/or direct internet access available).
- any of the components that are routinely inspected may be added to the "Daily Trip Inspection" and any components that are not applicable to the vehicle may be deleted from the "Daily Trip Inspection".
- Drivers shall forward the original of each inspection report to the motor carrier who is responsible for the commercial vehicle within 20 calendar days of the completion of the report.

Production of Schedule 1 of NSC Standard 13 part 2:

- a carrier (an owner of a commercial vehicle that holds, is issued or is required to hold a certificate) shall ensure that a copy of the Schedule 1 of NSC Standard 13 part 2 including any modifications made to the Schedule is located within the vehicle and a driver shall produce the schedule when requested to a peace officer.

Completion and Production of the Daily Trip Inspection Report:

- except when specifically exempted by the legislation, the person conducting the "Daily Trip Inspection" shall prepare a trip inspection report;
- the trip inspection report must contain the following information;
 - the licence plate, identification number or unit number,
 - the odometer or hub meter at the time of inspection,
 - the name of the carrier operating the commercial vehicle,
 - the name of the municipality or location on the highway where the inspection was conducted and the time and date that the report was made,
 - any defect related to the operation of any item required to be inspected or that no defect was detected,
 - the name of the person who inspected the vehicle and a statement signed by that person stating that the vehicle has been inspected in accordance
 - with *section 10 of the Commercial Vehicle Safety Regulation* (AR121/2009)
 - the name and signature of the person making the report.

The driver shall, when requested, produce a copy of the report to a peace officer.



Defects Observed During Operation of the Vehicle

- Regardless of whether a trip inspection report is required to be prepared, if a driver observes any safety defects specified in Schedule 1, 2, 3 or 4 of NSC Standard 13 while driving the vehicle, the driver shall record the defects in a trip inspection report or in a written document and report the defect to the carrier as required.
- The driver shall produce this trip inspection report or other document when requested to a peace officer.

Requirement to Repair, Correct and Report Defects:

- no person shall allow a driver to drive and no driver shall drive a commercial vehicle with any uncorrected or unrepaired major defect (see Schedule 1 of NSC Standard 13 part 2 for a description of a major defect),
- a driver or person authorized by the carrier to conduct a daily trip inspection shall document any defect on the written trip inspection report,
- a driver or person authorized by the carrier to conduct a daily trip inspection shall certify on the report that the defect has been repaired/corrected or certify on the report that repair/correction is unnecessary,
- if a driver or person authorized by the carrier to conduct a daily trip inspection believes or suspects there is a safety defect in the commercial vehicle they shall report the safety defect to the carrier;
 - without delay if the defect is a major defect, or
 - in a timely manner but not later than the next required daily trip inspection in all other cases