

Safety Plan Checklist	Safety Plan Date:
Carrier Name:	NSC:

The Safety Fitness Criteria and Certificates Regulation requires that new operators applying to obtain a Safety Fitness Certificate in Manitoba and any existing Safety Fitness Certificate holder who is ordered by the Director to do so, submit an acceptable Safety Plan to the Department.

This checklist will help you determine whether or not your operations Safety Plan meets the basic minimum requirements.

Please indicate in the Section/Page column where in your Safety Plan these basic requirements are referenced. *Included/Not Included checkboxes are for office use only.* 

Part 1	Driver Files Manitoba Highway Traffic Act 318.8(1)  Move to Part 2 If Owner Operator single truck operation	Section/ Page	Included	Not Included
а	Driver Hiring Criteria			
b	An Initial driving record (abstract)			
С	Driver annual review of annual driver Abstract			
d	Evaluation of Driver Qualifications (i.e. road tests, reference checks, etc.)			
е	Driver accident and conviction disclosure			
f	Driver training and training certificate record-keeping			
g	Driver progressive discipline policy			
Part 2	Hours of Service Commercial Vehicle Drivers Hours of Service Regulations: Sec 11-29, Sec 39-54, Sec 77, Sec 81(2)c, Sec 87  Do you operate only in Manitoba? ☐ Yes ☐ No  If yes are you exempt under Sec 1.1(3) of Manitoba Drivers Hours of Service Regulation 72/2007?  Provide Exemption and move to Part 3:	Section/ Page	Included	Not Included
а	Canadian Hours of Service Rules as applicable to your operations			
b	Electronic Logging Device information  Not Applicable if exclusively operating within 160 KM radius of home terminal			
С	Driver Hours of Service Record Keeping (Minimum retention 6 months)			
d	Hours of Service Monitoring Plan			



Transportation and Infrastructure

Reviewed by:		Safety Plan Review Date:			
Comn	nents:				
		e Use Only)	1		
С	Dated Signature of the owner, partner, or do (Someone with legal responsibility to acknowledge & acc				
b	Compliance Officer designation				
а	A statement of the company's commitment transportation safety	to			
Part 5	Declaration of Commitment to Tran Safety	sportation	Section/ Page	Included	Not Included
C	Federal Motor Carrier Safety Administration related policies if operating into the USA	1 (FMCSA)			
b	Dangerous Goods policies and training doo	cuments			
а	Cargo Securement policies and training do specific to the commodities hauled	cuments			
Part 4	Other Policies or Documents as Ap	plicable	Section/ Page	Included	Not Included
g	Vehicle Trip Inspections (Minimum retention for 6	s months)			
f	Other information such as roadside repair, repairs, and out-of-service OOS defects	After-hours			
е	CVSA Commercial Vehicle Safety Alliance results and repair records (Minimum retention				
d	In-house repairs documented and repair inv	voices			
С	Company program ensuring Periodic Mand Inspection (PMVI) maintained for all Veh				
b	Company Policy indicating what will be mai Vehicle files	ntained in			
а	Scheduled and Preventative Vehicle Mainte	enance Plan			
Part 3	Vehicle Maintenance Manitoba Highway Tra Periodic Mandatory Vehicle Inspection Regulations Sec Commercial Vehicle Trip Inspection Regulations Sec 22	<u>3</u>	Section/ Page	Included	Not Included