



J. J. Keller®

Driver Qualification File Management Service

Maintain compliance with FMCSR Part 391 and have consistent, centralized management of your driver qualification administration.

J. J. Keller® Driver Qualification File Management Service helps you establish, organize, standardize, and maintain your FMCSA driver documentation, as well as any company required driver documents. A dedicated team works with you to manage your program.

Partnering with J. J. Keller will help you:

- Improve CSA Driver Fitness scores
- Ensure compliance
- Standardize processes
- Minimize audit risk and litigation
- Reduce administration burden



More than 95% of our customers choose to stay with us year after year.

This service provides a win-win partnership between you and your J. J. Keller® DOT experts:

WE WILL:

- Audit and maintain your DQ files
- Perform daily audits and provide notification of DQ file deficiencies and advance notice of expiring documents
- Create a centralized electronic DQ file database for each driver
- Provide audit support

YOU BENEFIT:

- Reduced audit risk by improving CSA Driver Fitness scores
- Increase your time available to focus on day-to-day operations and training for your drivers
- Ensured compliance with recordkeeping requirements per FMCSR Part 391
- 24/7 online access to records and reports
- Access to a team of compliance experts!



J. J. Keller
& Associates, Inc.®

Since 1953

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Driver Qualification File Management Service (cont.)

Why J. J. Keller?

- **Passionate Associates** — Our Client Service Specialists believe in our **Driver Qualification File Management Service**, and are passionate about helping you improve your compliance. They have practical knowledge of the regulations and the FMCSA audit process. They measure their success by your success.
- **Regulatory Knowledge** — We've been helping companies meet their safety and compliance goals for over 60 years. By partnering with us, you'll tap into an entire network of subject-matter experts who are ready to help you achieve your unique goals.
- **Attention to Detail** — We carefully audit every document per FMCSA regulations, going above and beyond the basics. Our service has over 170 audit checks.
- **Audit & Intervention Support** — We'll provide guidance and support in the event of an audit or intervention.
- **Client Information Center** — Use your secure, J. J. Keller® web portal to get immediate information on your compliance, reports and all the work we're managing on your behalf.

*J. J. Keller
manages over
160,000 driver
qualification files
at any given time.*

Optional services to save you time:



- Motor Vehicle Report (MVR) ordering
- Pre-employment screening data analysis
- National Registry Verification
- California Pull Notice Management
- Custom form auditing and tracking
- Company-specific service customization
- CSA and roadside inspection monitoring
- Regulatory training and safety consulting services

Take a proactive approach to fleet safety & compliance.

Contact us today for a no-obligation discussion.

888.473.4638

JJKellerservices.com



Our expertise.
Your advantage.

 **J. J. Keller**
& Associates, Inc.®
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