

# MONTHLY LOG SUMMARY

1	2	<b>70 HOUR/ 8 DAY</b>		4	5
Daily total duty and driving hours		Total on duty hours last 8 days – OR – Total hours on-duty since restart	Total on duty hours last 7 days – OR – Total hours on-duty since restart		Hours available for on duty time next day (70 minus col. 4)
Last seven consecutive days in preceding month					
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					
16					
17					
18					
19					
20					
21					
22					
23					
24					
25					
26					
27					
28					
29					
30					
31					

Driver

Month/Year

Book-Number

Terminal

### INSTRUCTIONS

This form is designed for use in maintaining a running record of a driver's on-duty time, regardless of the time your company designates as the start of its 24 hour period. It can also be used to accurately compute the driver's time used and hours available by making the entries in the appropriate chart for either a 70 hour-in-8 day or 60 hour-in-7 day work schedule.

← For those drivers working 70 hours in 8 consecutive days, use this chart.

**34-hour restart:** If you meet the 34-hour restart requirements in §395.3, you have 70 hours available again. You would then begin your totaling on the day of the restart and not go back the full 7 or 8 days.

For those drivers working 60 hours in 7 consecutive days, use this chart. →

**34-hour restart:** If you meet the 34-hour restart requirements in §395.3, you have 60 hours available again. You would then begin your totaling on the day of the restart and not go back the full 6 or 7 days.

**Column 1** of each chart lists days of the month, 1-31 inclusive, plus space for the appropriate number of days from the preceding month that must be counted.

**Column 2** - In the proper chart, enter the total **ON DUTY** time (total of line 3 - Driving time and line 4 - On Duty, Not Driving, from the Driver's Record of Duty Status) for that day. If the driver did not work on any given day, enter a "0" for that day.

**Column 3** - Record in the proper chart the total number of hours accumulated in Column 2 for either the last 8 days (70 hour drivers) or 7 days (60 hour drivers). If over the allowable number of hours (60 or 70), there may be a violation.

**Column 4** - Record in the proper chart the total number of hours accumulated in Column 2 for either the last 7 days (70 hour drivers) or 6 days (60 hour drivers).

**Column 5** - Subtract the number entered in Column 4 from either 70 (70 hour drivers) or 60 (60 hour drivers) and enter on appropriate chart. This entry will indicate the number of on-duty hours the driver has available to him the next day before being in violation of either the 60 or 70 hour rule.

### HOURS OF SERVICE CONTROL

The hours of service for each driver should be recorded on a separate sheet each month for purposes of control.

Violations of the 11, 14 and 60/70 hour rules are those of **DRIVING** after having attained the allowable number of hours driving or on-duty. These violations will not automatically show up in Column 3 and must be detected by reviewing the Driver's Record of Duty Status.

1	2	<b>60 HOUR/ 7 DAY</b>		4	5
Daily total duty and driving hours		Total on duty hours last 7 days – OR – Total hours on-duty since restart	Total on duty hours last 6 days – OR – Total hours on-duty since restart		Hours available for on duty time next day (60 minus col. 4)
Last six consecutive days in preceding month					
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					
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31					