

Drivers can submit a Driver Vehicle Inspection Report (DVIR) for pre- and post-trip inspections from their Android mobile devices with the **Driver App**. In addition, the Driver App shows the last submitted DVIR on the vehicle on the Vehicle Inspection screen.

Completing a DVIR

► How to complete a DVIR:

If a vehicle was marked as “Unsafe” in the last submitted DVIR, the Vehicle Inspection status bar appears red and reads “Status: Needs Inspection.” If a vehicle was marked “Safe to Operate” in the last submitted DVIR, the Vehicle Inspection status bar appears blue and reads “Status: Needs Inspection.” You are prompted to approve the prior inspection before submitting a new DVIR.

1. From the Vehicle Inspection screen, tap the **Add** icon () on the screen.

The Inspection screen appears.



Note. If defects were added to the last submitted DVIR, you are prompted to certify that repairs have been completed. To certify completed repairs, tap the **Complete** button next to each applicable repair and then tap **Approve**.

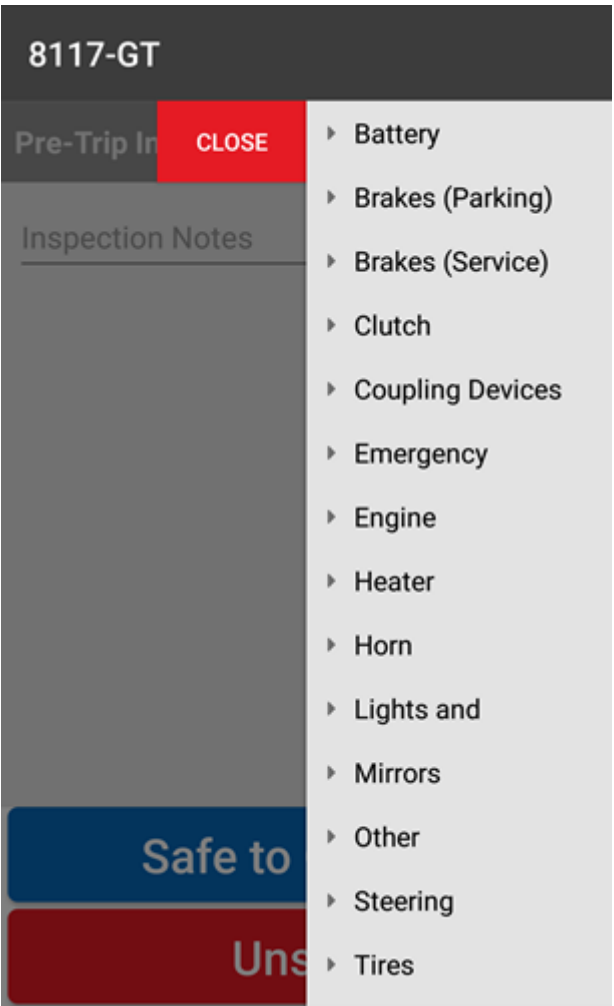
2. Enter Vehicle Defects and/or Inspection Notes.

If you do not have any vehicle defects to record or inspection notes to enter, proceed to Step #4.

A. To Enter Vehicle Defects:

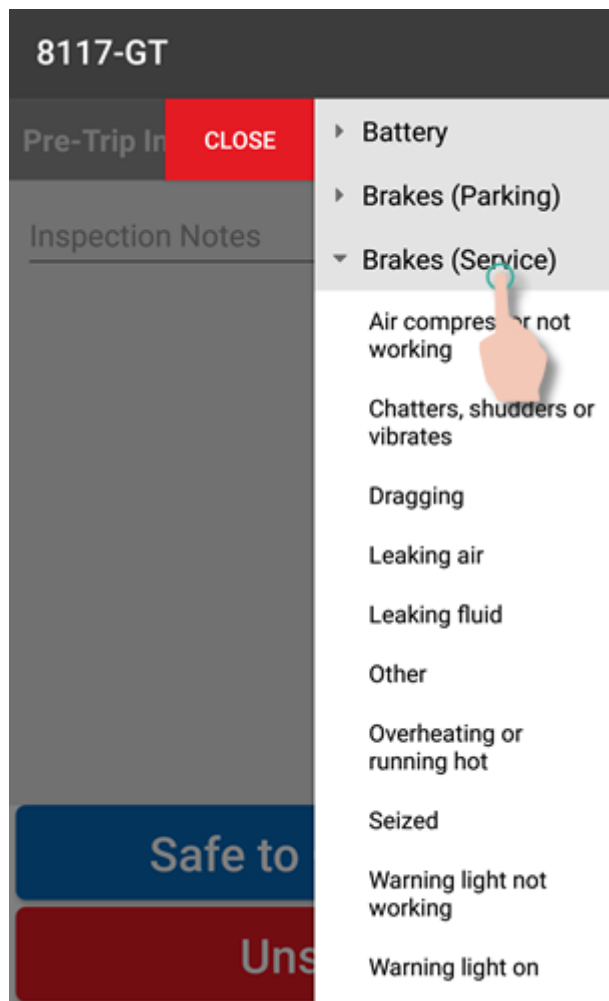
- I. Tap on **Add Defects**

The Add Defects menu expands.



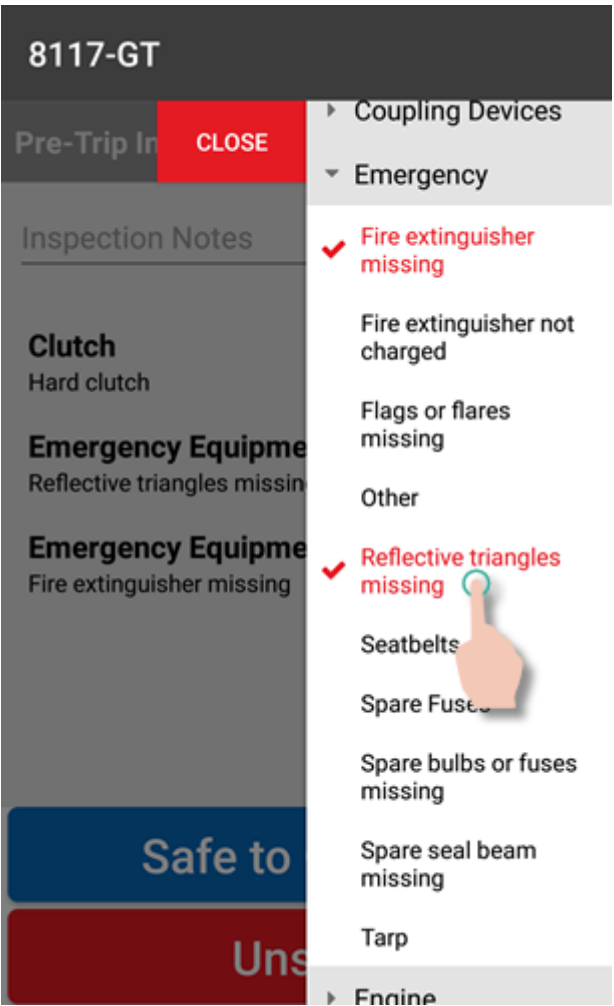
1. Tap the defect(s) you would like to add to the inspection report.

The menu expands with a list of sub-defects.

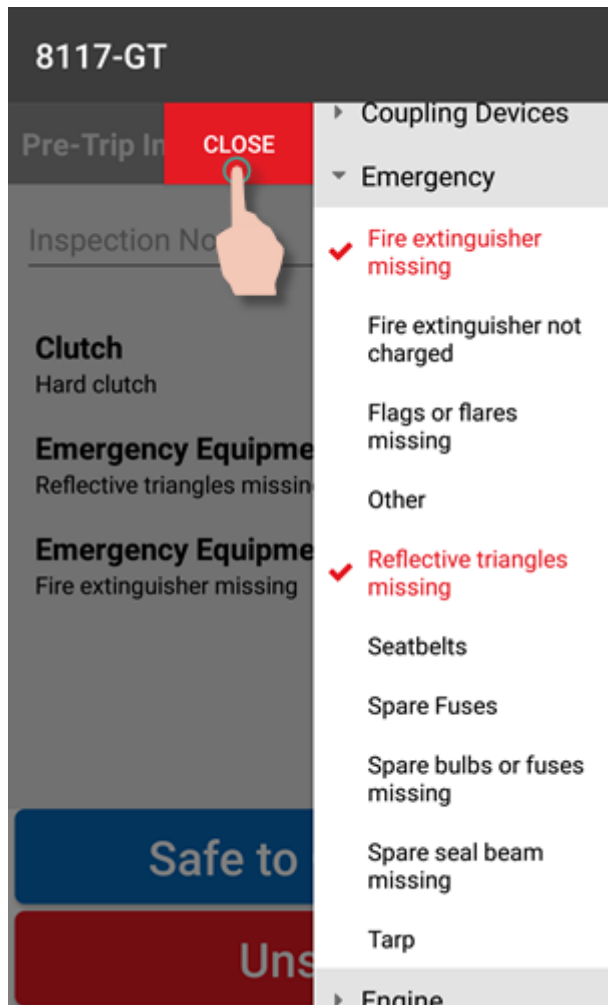


1. Tap on the sub-defect(s) you would like to add to the inspection report.

Selected defects will appear in red, accompanied by a checkmark.



1. Tap on **Close** to collapse the menu.



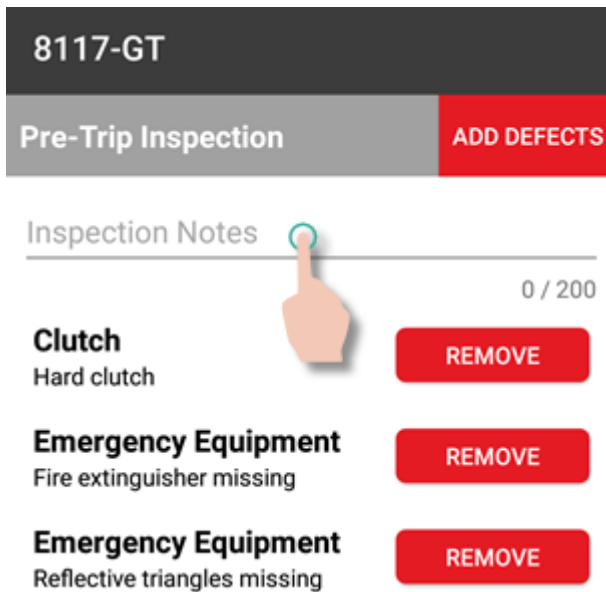
Selected defects and sub-defects appear on the inspection screen.



Note. Drivers can remove a defect before submitting a pre-trip inspection report by tapping on the **Remove** button.


1. To Enter Inspection Notes:

I. Tap the text field stating “**Inspection Notes**”



8117-GT

Pre-Trip Inspection **ADD DEFECTS**

Inspection Notes  0 / 200

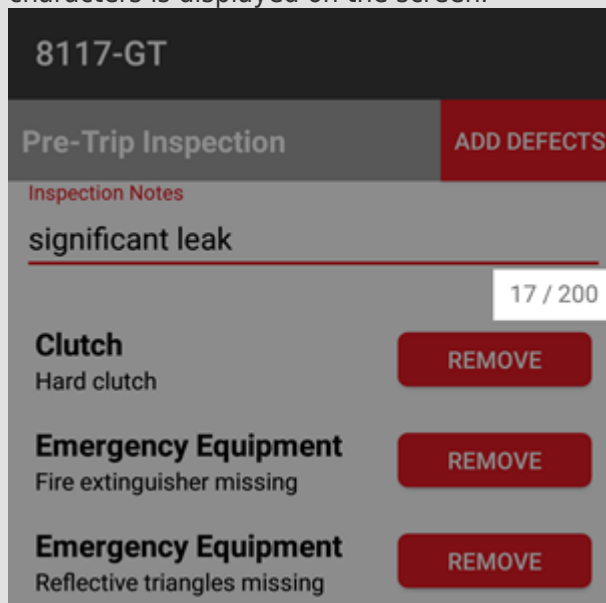
Clutch
Hard clutch **REMOVE**

Emergency Equipment
Fire extinguisher missing **REMOVE**

Emergency Equipment
Reflective triangles missing **REMOVE**



Note. Inspection notes are limited to 200 characters. A count of your characters is displayed on the screen.



8117-GT

Pre-Trip Inspection **ADD DEFECTS**

Inspection Notes

significant leak 17 / 200

Clutch
Hard clutch **REMOVE**

Emergency Equipment
Fire extinguisher missing **REMOVE**

Emergency Equipment
Reflective triangles missing **REMOVE**

II. Enter your notes and close the keyboard.

Your inspection notes appear on the DVIR screen.



Note. If you need to add or edit your inspection notes, tap in the text field and make any revisions necessary then close the keyboard.

4. Tap **Safe to Operate** or **Unsafe**.



Note. If you would like to select **Unsafe**, you must select defects for the DVIR. You will receive an error message if you do not select defects and have attempted to mark the vehicle **Unsafe**.

Please choose defects in order to flag this vehicle unsafe

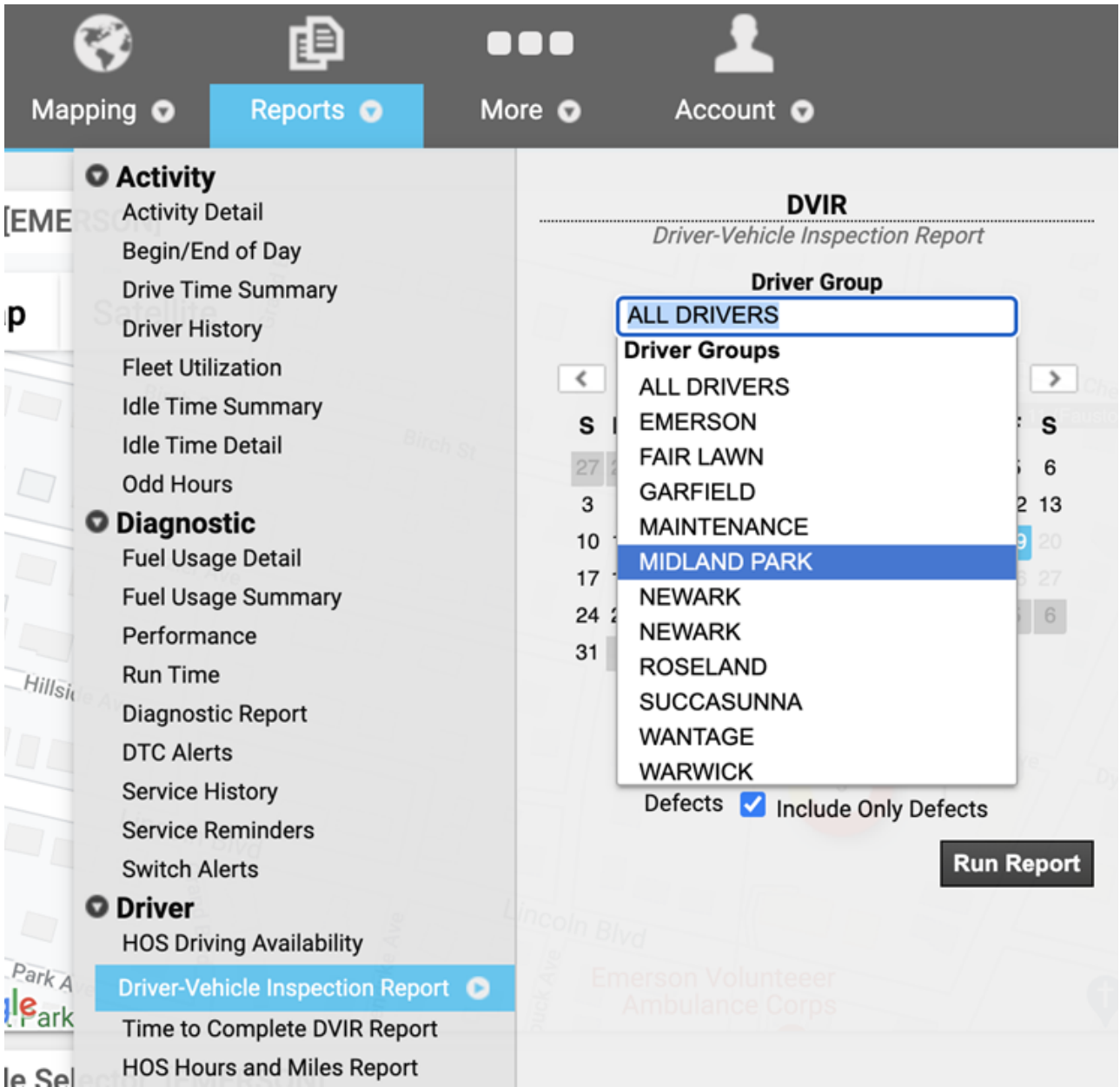
Tap **OK** and proceed to Step #2A.

Your DVIR is submitted and appears on the Vehicle Inspection screen.

Viewing DVIR Data

► To view DVIR data:

1. In the Classic portal go to: Reports > Driver > Driver Vehicle inspection.
2. Select the Date Range and Driver Group.
3. Click Run Report.



4. Review details on report.

Driver-Vehicle Inspection Overview (DVIR) »

| | | | |
|--------|--------------|-----------------------|-----------------------------------|
| Source | Driver App | Selected Driver Group | ALL DRIVERS (17 drivers) |
| DVIRs | 4 | Report Time Period | Feb 1 12:00 AM to Feb 19 11:59 PM |
| Show | Defects Only | Report Created | February 19, 2021 2:59:42 PM |

Export Data Schedule This Email Report

Driver-Vehicle Inspection Report (DVIR) »

Reported by GPS Insight

| DVIR ID | Vehicle/Asset | Safety Status | Report Notes | Created | Repair Certified | Approved | Defects | HighPriority |
|---------|---------------|---------------|--|---|--|--|---|--------------|
| 20206 | 42 | Safe | General Feb 11, 2021 7:21:00 AM This is just a test. Truck is safe with no defects | Curt Kabula Feb 11, 2021 7:21:45 AM | | | <ul style="list-style-type: none">Emergency Equipment: Fire extinguisher missingMirrors: Improperly adjusted | |
| 20207 | 42 | Safe | | Curt Kabula Feb 11, 2021 7:21:52 AM | Curt Kabula Feb 11, 2021 4:48:00 PM | Curt Kabula Feb 11, 2021 4:48:47 PM | <ul style="list-style-type: none">Emergency Equipment: Fire extinguisher missingMirrors: Improperly adjusted | |
| 20249 | WW-9 | Safe | General Feb 16, 2021 5:56:00 AM Trailer has Marker Lights out | Doug Stoyling Jr Feb 16, 2021 5:56:09 AM | | | <ul style="list-style-type: none">Lights and Reflectors: Other | |
| 20257 | WW-9 | Safe | | Doug Stoyling Jr Feb 16, 2021 4:07:28 PM | | | <ul style="list-style-type: none">Lights and Reflectors: Other | |

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