

DRIVER VEHICLE INSPECTION REPORT (DVIR) BOOKS



1. Scope

This standard covers the requirements for Driver Vehicle Inspection Report (DVIR) books, also known as Daily Driver Inspection Report books.

This material standard applies to Seattle City Light Stock Number 013343.

Inspections of aerial devices mounted to the vehicle's chassis are outside the scope of this standard.

2. Application

Driver Vehicle Inspection Report books are used by all Seattle City Light commercial vehicle drivers.

At the beginning of each driving shift, the driver shall complete a Driver Vehicle Inspection Report that covers all the items in the pre-trip inspection for Commercial Driver's License (CDL) Units and Towed Units.

Additional instructions are printed on the cover and inside each book.

Documenting daily vehicle inspections are a requirement of D.O.T. Federal Law 49 CFR 396.11 & 396.13.

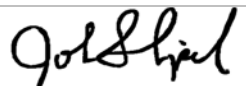
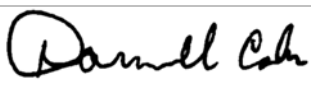
For more information, contact your supervisor or City Light's Safety Unit.

3. Requirements

The front cover of each book shall be printed with the characters "**013343 (mm-yy)**", where *mm-yy* represents the date the proof was approved. Subsequent printings should utilize the same date, unless the proof was changed and re-approved.

A proof shall be approved by City Light prior to the first printing. If mutually agreed upon between buyer and seller and if there are no changes, subsequent printings do not require a proof be re-approved.

Dimensions, nominal, in	5-1/2 x 8-1/2
Format	2-ply, carbonless
Construction	Front cover
	Insert
	Pages
	Half-wrap
	Chipboard

<i>standards coordinator</i>	<i>standards supervisor</i>	<i>unit director</i>
 John Shipek	 John Shipek	 Darnell Cola

Material Standard

Driver Vehicle Inspection Report (DVIR) Books

3. Requirements, continued

Ply 1	White NCR paper with black ink on front
	No printing on back
	Perforations at bound edge
Ply 2	Canary NCR paper with black ink on front
	No printing on back
	No perforations
Custom insert	White paper with black ink on front
	No printing on back
	No perforations
Custom half-wrap	White tag
	Outside back prints black
	Balance blank

4. Packaging

Report books shall be packaged to prevent damage during shipping, handling, and storage.

Report books shall be packaged 100 per box.

Each shipping container (box) shall be marked with:

- Seattle City Light's Purchase Order Number
- Seattle City Light's Stock Number

5. Issuance

Stock Unit: EA

6. Approved Manufacturer

Stock Number	Manufacturer	Order Description
013343	Willamette Traffic Bureau, LLC	Custom Driver's Vehicle Inspection Report (1CPBD)

7. References

Davis, Kevin; Safety & Health Specialist and subject matter expert for Material Standard 4019.85

D.O.T.; Federal Law 49 CFR 396.11 & 396.13

Lozier, Diane; Willamette Traffic Bureau sales agent and subject matter expert for Material Standard 4019.85

Shipek, John; SCL Standards Engineer, subject matter expert, and originator of Material Standard 4019.85 (john.shipek@seattle.gov)

Willamette Traffic Bureau, LLC; www.wtbtraffic.com