

DISC-CHECK REPORTS

&

EXPLANATORY NOTES

FREE
NO
OBLIGATION
TRIAL
AVAILABLE
ON
ALL
OUR
SERVICES

THE VALUE OF HAVING THESE REPORTS

THE REGULAR ANALYSIS OF TACHOGRAPH CHARTS BY T. D. I. CAN BRING YOU SOME VERY DEFINITE ADVANTAGES:

DRIVERS

- ✓ LEGAL REQUIREMENTS COMPLETELY COVERED.
- ✓ IMPROVEMENT IN GENERAL DRIVING STANDARDS.
- ✓ REDUCTION OF ILLEGAL USE OF TACHOGRAPHS.
- ✓ LOWER ACCIDENT RISK.
- ✓ BASIS OF WAGES AND BONUS SCHEMES.
- ✓ PERMANENT AND DETAILED WORK RECORDS.
- ✓ MEASURE OF INDIVIDUAL AND GROUP PRODUCTIVITY.

VEHICLES

- ✓ REDUCED FUEL CONSUMPTION.
- ✓ IMPROVED VEHICLE LIFE.
- ✓ PERMANENT RECORD OF USAGE.
- ✓ ACCURATE BASIS FOR COSTING AND ACCOUNTS.
- ✓ IMPROVED VEHICLE SCHEDULING AND ROUTE PLANNING.

DRIVER 7 DAY REPORT & EXPLANATORY NOTES

SHEET 1: DRIVER 7 DAY REPORT (FOR EACH DRIVER)

- FULL DETAILS OF EACH WEEK'S ACTIVITIES DAY BY DAY AND RECORD OF ALL VEHICLES DRIVEN.
- AMOUNT OF TIME SPENT ON EACH RECORDED ACTIVITY:
 - ✓ TIME OFF DUTY SINCE LAST SHIFT
 - ✓ ACTUAL DRIVING TIME
 - ✓ TIME SPENT IN OTHER DUTIES MODE
 - ✓ TIME SPENT IN DEPOT
 - ✓ TOTAL BREAK TIME
 - ✓ TOTAL SPREADOVER
- START AND FINISH LOCATIONS AND TIMES.
- DISTANCE TRAVELLED.
- AVERAGE DRIVING SPEED.
- MAXIMUM SPEED ATTAINED DURING DAY. (OPTIONAL EXTRA)
- LIST OF ALL INFRINGEMENTS OF THE LAW AND TACHOGRAPH CHART ERRORS.

THESE ITEMS WILL BE RECOGNISED AS THOSE WHICH THE LAW REQUIRES YOU TO CHECK. THE COMPUTER IS ACCURATE AND THOROUGH AND EVERY INFRINGEMENT OF THE DRIVER'S HOURS AND RECORDS LEGISLATION IS DETECTED.

Sample Company
Your Town

D I S C - C H E C K
Driver 7-Day Report

Date 17/07/09

Driver	ROWLANDS DARRIN CLIFFORD Drivers													Week Ending 21/12/08	
	Shift Start	Vehicle	Drive Start	Starting Place	Finishing Place	Dist Kms	Speed KPH	Top Speed	----- Offduty	----- Drive	Total Halts	Times Depot	----- Break	----- Spread	
Mon 15/12/08	0502	DK58FFG	0505	United Kingd	United Kingdo	567	67.1	0	60.15	8.27	3.44	0.07	1.30	14.33	
Tue 16/12/08	0500	DK58FFG	0539	United Kingd	United Kingdo	730	74.2	0	9.25	9.50	1.57	0.39	1.33	14.56	
Wed 17/12/08	0603	DK58FFG	0627	United Kingd	United Kingdo	437	53.8	0	10.07	8.07	0.52	0.39	2.11	12.48	
Thu 18/12/08	0600	DK58FFG	0624	United Kingd	United Kingdo	606	71.7	0	11.09	8.27	3.46	0.24	1.00	14.36	
Fri 19/12/08	0559	DK58FFG	0613	United Kingd	United Kingdo	540	64.2	0	9.23	8.25	0.59	0.30	2.36	13.02	
Sat 20/12/08	0603	DK58FFG	0617	United Kingd	United Kingdo	284	53.8	0	11.02	5.17	3.51	0.27	0.15	10.15	
Sun 21/12/08	REST DAY														
						3164	65.2			111.21	48.33	15.09	2.46	9.05	80.10

INFRINGEMENTS

Mon 15/12/08 * Insufficient break during driving period (legal break was 0:34).
 Tue 16/12/08 * Insufficient break during driving period (legal break was 0:34).
 Wed 17/12/08 * Insufficient break during driving period (legal break was 0:00).
 Thu 18/12/08 * Insufficient break during driving period (legal break was 0:15).
 Fri 19/12/08 None
 Sat 20/12/08 * Daily rest less than 11 hours on 4 occasions.
 * Insufficient break during driving period (legal break was 0:15).
 * No/Insufficient rest during Duty Period
 Sun 21/12/08 None

USER PERCEIVED INFRINGEMENTS

Mon 15/12/08 None
 Tue 16/12/08 None
 Wed 17/12/08 None
 Thu 18/12/08 None
 Fri 19/12/08 None
 Sat 20/12/08 None
 Sun 21/12/08 None

ERRORS, OMMISIONS AND COMMENTS

Mon 15/12/08 None
 Tue 16/12/08 None
 Wed 17/12/08 None
 Thu 18/12/08 None
 Fri 19/12/08 None
 Sat 20/12/08 None
 Sun 21/12/08 None

DRIVER 7 DAY REPORT ALTERNATIVE FORMAT & EXPLANATORY NOTES

SHEET 1A: DRIVER 7 DAY REPORT ALTERNATIVE FORMAT (FOR EACH DRIVER)

- FULL DETAILS OF EACH WEEK'S ACTIVITIES DAY BY DAY AND RECORD OF ALL VEHICLES DRIVEN.
- AMOUNT OF TIME SPENT ON EACH RECORDED ACTIVITY:
 - ✓ TIME OFF DUTY SINCE LAST SHIFT
 - ✓ ACTUAL DRIVING TIME
 - ✓ TIME SPENT IN OTHER DUTIES MODE
 - ✓ TOTAL BREAK TIME
 - ✓ TOTAL DUTY (SPREADOVER LESS BREAKS)
 - ✓ TOTAL SPREADOVER
 - ✓ % OF TOTAL WORKING WEEK IN EACH ACTIVITY SPLIT:- MONDAY TO FRIDAY, SATURDAY + SUNDAY WITH WEEKLY TOTALS
- START AND FINISH LOCATIONS, ODOMETER READINGS AND TIMES.
- DISTANCE TRAVELLED.
- AVERAGE DRIVING SPEED.
- MAXIMUM SPEED ATTAINED DURING DAY. (OPTIONAL EXTRA)

THESE ITEMS WILL BE RECOGNISED AS THOSE WHICH THE LAW REQUIRES YOU TO CHECK. THE COMPUTER IS ACCURATE AND THOROUGH AND EVERY INFRINGEMENT OF THE DRIVER'S HOURS AND RECORDS LEGISLATION IS DETECTED.

Sample Company
Your Town

D I S C - C H E C K
Driver 7-Day Report

Date 17/07/09

Driver ROWLANDS DARRIN CLIFFORD Drivers Week Ending 21/12/08

	Shift Start	Vehicle	Shift Finish	Starting Place/Odo	Finishing Place/Odo	Dist Kms	Speed KPH	Top Speed	----- Offduty	----- Drive	Total Halts	Times Break	----- Duty	----- Spread
Mon 15/12/08	0502	DK58FFG	1935	United Kingd 11904	United Kingdo 12471	567	67.1	0	60.15	8.27	3.51	1.30	13.03	14.33
Tue 16/12/08	0500	DK58FFG	1956	United Kingd 12471	United Kingdo 13201	730	74.2	0	9.25	9.50	2.36	1.33	13.23	14.56
Wed 17/12/08	0603	DK58FFG	1851	United Kingd 13201	United Kingdo 13638	437	53.8	0	10.07	8.07	1.31	2.11	10.37	12.48
Thu 18/12/08	0600	DK58FFG	2036	United Kingd 13638	United Kingdo 14244	606	71.7	0	11.09	8.27	4.10	1.00	13.36	14.36
Fri 19/12/08	0559	DK58FFG	1901	United Kingd 14244	United Kingdo 14784	540	64.2	0	9.23	8.25	1.29	2.36	10.26	13.02
5-Day Totals						<u>2880</u>	<u>66.6</u>		<u>100.19</u>	<u>43.16</u>	<u>13.37</u>	<u>8.50</u>	<u>61.05</u>	<u>69.55</u>
									54%	17%	11%			87%
Sat 20/12/08	0603	DK58FFG	1618	United Kingd 14784	United Kingdo 15068	284	53.8	0	11.02	5.17	4.18	0.15	10.00	10.15
Sun 21/12/08	REST DAY													
Weekend Totals						<u>284</u>	<u>53.8</u>		<u>11.02</u>	<u>5.17</u>	<u>4.18</u>	<u>0.15</u>	<u>10.00</u>	<u>10.15</u>
									7%	5%	0%			13%
Weekly Totals						<u>3164</u>	<u>65.2</u>		<u>111.21</u>	<u>48.33</u>	<u>17.55</u>	<u>9.05</u>	<u>71.05</u>	<u>80.10</u>
									61%	22%	11%			100%

DRIVER MEMORANDUM & EXPLANATORY NOTES

SHEET 2: DRIVER MEMORANDUM

- A FACTUAL MEMORANDUM TO THE DRIVER DETAILING AND EXPLAINING ANY BREACH OF THE DRIVERS HOURS AND RECORDS LEGISLATION.

OUR EXPERIENCE CONFIRMS THAT THE WEEKLY ISSUE OF A MEMORANDUM, LISTING INFRINGEMENTS, CHART ERRORS AND OMISSIONS, HAS THE IMMEDIATE EFFECT OF IMPROVING DRIVING STANDARDS, WITH CONSEQUENT SAVINGS IN VEHICLE MAINTENANCE. YOUR OBLIGATION, UNDER THE LAW, TO BRING INFRINGEMENTS TO THE DRIVER'S ATTENTION IS FULLY COVERED, ALTHOUGH REPEATED OFFENDERS WOULD NEED TO BE SEEN TO UNDERGO TRAINING TO ENSURE THAT THEY UNDERSTAND THE LAW AND WHY THEY HAVE BROKEN IT.

M E M O R A N D U M

From:
Sample Company

To:
ROWLANDS DARRIN CLIFFORD
Drivers

Subject: Drivers Hours and Records

Date 17/07/09

Upon examination of your tachograph charts for the seven day period ending Sun 21/12/08, the following was noted:

INFRINGEMENTS OF THE DRIVER HOURS REGULATIONS

- On Mon 15/12/08 ; Although you took a break at 1732 you only accumulated 0:34 legal break, it was not long enough. You must take a break of at least 45 minutes after driving periods totalling 4:30 unless you are beginning a rest period. This break may be split into two shorter breaks, the first of which must be at least 15 minutes and the second must be at least 30 minutes. Periods of other work do not count as breaks; nor do they count towards the driving.
- On Tue 16/12/08 ; Although you took a break at 1627 you only accumulated 0:34 legal break, it was not long enough. You must take a break of at least 45 minutes after driving periods totalling 4:30 unless you are beginning a rest period. This break may be split into two shorter breaks, the first of which must be at least 15 minutes and the second must be at least 30 minutes. Periods of other work do not count as breaks; nor do they count towards the driving.
- On Wed 17/12/08 ; Although you took a break at 1504 you only accumulated 0:00 legal break, it was not long enough. You must take a break of at least 45 minutes after driving periods totalling 4:30 unless you are beginning a rest period. This break may be split into two shorter breaks, the first of which must be at least 15 minutes and the second must be at least 30 minutes. Periods of other work do not count as breaks; nor do they count towards the driving.
- On Thu 18/12/08 ; Although you took a break at 1422 you only accumulated 0:15 legal break, it was not long enough. You must take a break of at least 45 minutes after driving periods totalling 4:30 unless you are beginning a rest period. This break may be split into two shorter breaks, the first of which must be at least 15 minutes and the second must be at least 30 minutes. Periods of other work do not count as breaks; nor do they count towards the driving.
- On Sat 20/12/08 ; Your daily rest period was less than 11 hours on 4 occasions. Although you are allowed to reduce your daily rest to 9 hours, this may only be done 3 times per week unless taken as part of a split rest. This may be due to extended spreadover on one of these days.

Although you took a break at 0722 you only accumulated 0:15 legal break, it was not long enough. You must take a break of at least 45 minutes after driving periods totalling 4:30 unless you are beginning a rest period. This break may be split into two shorter breaks, the first of which must be at least 15 minutes and the second must be at least 30 minutes. Periods of other work do not count as breaks; nor do they count towards the driving.

Too much Duty without sufficient Break.
After 6 hours Duty you must take or have taken 30 mins Break, and After 9 hours Duty you must take or have taken 30 mins Break. This Break may be split into shorter breaks of at least 15 minutes each.

It is the Company's legal responsibility to draw your attention to the above. Should you have any queries regarding the Drivers Hours Regulations or the use of tachograph charts please see your immediate superior.

Signed,
Sample Company

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ROWLANDS DARRIN CLIFFORD - Drivers

The Hours and Records Irregularities for the Week Ending Sun 21/12/08 have been brought to my attention.

Signed by Driver

DRIVER INFRINGEMENT, MATRIX & PERIOD REPORT & EXPLANATORY NOTES

SHEETS 3, 4 & 5: INFRINGEMENT LIST AND MATRIX PLUS PERIOD MATRIX

- GIVE A QUICK REFERENCE LISTING OF ALL DRIVER INFRINGEMENTS, HANDY TO CHECK WHO IS MAKING THE SAME MISTAKES FROM WEEK TO WEEK, WITH AN OPTIONAL PERIOD MATRIX WHICH GIVES TOTALS OF INFRINGEMENTS AND CHARTS ANALYSED FOR A DEFINED PERIOD WHETHER IT BE MONTHLY, BI-MONTHLY, QUARTERLY OR EVEN YEARLY.

Num Charts	No/Insufficient Break During Driving / Duty											Totals	
	Daily Rest Shortfall (Insufficient or Not Compensated)	Weekly Rest Shortfall (Insufficient or Not Compensated)	Weekly/Fortnightly Driving Limit Exceeded	Tachograph appears to be faulty	Daily Driving Limit Exceeded	Drivers Name Not Entered Correctly	Place Name Not Entered Correctly	Odometer Discrepancy	Speed Limit Exceeded (Over 95 kph)	Mode Errors			

BARLOW EDWARD VICTOR	5	1												1
BARLOW GARY	6	1												1
BRIMFIELD SIMON	5	1												1
GRIFFITHS DAVID	4													0
HALLAM ARTHUR	6								1					1
ROWLANDS DARRIN CLIFFORD	6	6	1											7
SUTHERLAND SPENCER KEEFER	5	2												2
WEDLEY STEVEN MICHAEL	4													0
WILKINSON JAMES TIM	5	3												3
WILLIAMSON TREVOR	5													0
Depot Totals	51	14	1	0	0	0	0	0	0	0	0	0	1	16

Num Charts	No/Insufficient Break During Driving / Duty											Totals
	Daily Rest Shortfall (Insufficient or Not Compensated)	Weekly Rest Shortfall (Insufficient or Not Compensated)	Weekly/Fortnightly Driving Limit Exceeded	Tachograph appears to be faulty	Daily Driving Limit Exceeded	Drivers Name Not Entered Correctly	Place Name Not Entered Correctly	Odometer Discrepancy	Speed Limit Exceeded (Over 95 kph)	Mode Errors		

BARLOW EDWARD VICTOR	18	3	1									1	5
BARLOW GARY	18	1											1
BRIMFIELD SIMON	20	3	1										4
EVANS STEPHEN CHRISTOPHER	8	6											6
GRIFFITHS DAVID	14	2											2
HALLAM ARTHUR	18											5	5
ROWLANDS DARRIN CLIFFORD	19	17	2										19
SUTHERLAND SPENCER KEEFER	17	3											3
WEDLEY STEVEN MICHAEL	8												0
WILKINSON JAMES TIM	20	6	1				1						8
WILLIAMSON TREVOR	16												0

Depot Totals	176	41	5	0	0	0	1	0	0	0	0	0	6	53
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VEHICLE 7 DAY REPORT & EXPLANATORY NOTES

SHEET 6: VEHICLE 7-DAY REPORT (FOR EACH VEHICLE)

- FULL DETAILS OF EACH VEHICLE'S ACTIVITY DAY BY DAY SHOWING ALL DRIVER'S NAMES, THEIR TACHOGRAPH CHART NUMBERS (IF REQUIRED), AND THEIR START AND FINISH TIMES.
- REPORTED START AND FINISH ODOMETER READINGS AND A COMPARISON OF DISTANCE TRAVELED WITH THAT RECORDED BY THE CHART, HIGHLIGHTING ANY DISCREPANCIES.
- AMOUNTS OF FUEL DRAWN DAILY. (OPTIONAL EXTRA)
- AN ANALYSIS OF THE NUMBER OF HOURS THE VEHICLE WAS BEING DRIVEN, ON ACTIVE HALTS, IN THE DEPOT, AND NOT BEING USED.

Sample Company
Your Town

D I S C - C H E C K
Vehicle 7-Day Report

Date 17/07/09

Vehicle	DK58FFG	DTC AUTO		Week Ending 21/12/08									
	Chart Number	Chart Start	Chart Finish	Driver	Odo Start	Odo Finish	Odo Kms	Trace Kms	Fuel Ltrs	----- Driven	Total Halts	Times Depot	----- Unused
Mon 15/12/08		0502	1935	ROWLANDS DARRIN	11904	12471	567	567	0	8.27	3.44	0.07	11.42
Tue 16/12/08		0500	1956	ROWLANDS DARRIN	12471	13201	730	730	0	9.50	1.57	0.39	11.34
Wed 17/12/08		0603	1851	ROWLANDS DARRIN	13201	13638	437	437	0	8.07	0.52	0.39	14.22
Thu 18/12/08		0600	2036	ROWLANDS DARRIN	13638	14244	606	606	0	8.27	3.46	0.24	11.23
Fri 19/12/08		0559	1901	ROWLANDS DARRIN	14244	14784	540	540	0	8.25	0.59	0.30	14.06
Sat 20/12/08		0603	1618	ROWLANDS DARRIN	14784	15068	284	284	0	5.17	3.51	0.27	14.25
Sun 21/12/08	NOT USED												24.00
							<u>3164</u>	<u>3164</u>	<u>0</u>	<u>48.33</u>	<u>15.09</u>	<u>2.46</u>	<u>101.32</u>

USER PERCEIVED INFRINGEMENTS

Mon 15/12/08	None
Tue 16/12/08	None
Wed 17/12/08	None
Thu 18/12/08	None
Fri 19/12/08	None
Sat 20/12/08	None
Sun 21/12/08	None

ERRORS AND OMISSIONS

Mon 15/12/08	None
Tue 16/12/08	None
Wed 17/12/08	None
Thu 18/12/08	None
Fri 19/12/08	None
Sat 20/12/08	None
Sun 21/12/08	None

VEHICLE PRODUCTIVITY PERIOD REPORT & EXPLANATORY NOTES

SHEET 7: VEHICLE PRODUCTIVITY / PERIOD REPORTS (FOR ALL VEHICLES)

- A SUMMARY FOR ALL VEHICLES COMPARING THEIR USAGE WITH THE DEPOT AVERAGE. E.G.:
 - ✓ TOTAL RUNNING AND STANDING TIME IN THE WEEK
 - ✓ PERCENTAGE OF TIME BEING DRIVEN DURING THE WEEK, AVERAGE DISTANCE PER JOURNEY, PER HOUR AND PER DAY
 - ✓ FUEL CONSUMPTION AND FUEL DRAWN, (OPTIONAL EXTRA)

THE PERIOD REPORT IS THE SAME FORMAT AS PRODUCTIVITY REPORT, BUT TAKES THE INFORMATION OVER A PERIOD OF TIME I.E. 4 WEEKS AND GIVES TOTALS OR AVERAGES RESULTING IN A CLEAR UTILISATION PATTERN.

Sample Company
Your Town

D I S C - C H E C K
Vehicle Productivity Report

Date 17/07/09

Group	Vehicles				Week Ending 21/12/08							
	-- Percentage Working Time --				----- Kilometres -----			---- Fuel Used ----			-- Total Time --	
	Drive	Halts	Depot	Unused	Total	/Hour	/Day	Drawn	KPL	MPG	Running	Standing
DK58FBB	4-	2-	0-	94+	395	64.6	197.5-	0	0.0	0.0	9.26	158.34
DK58FFB	18+	5+	2+	76	1800	59.7	360.0	0	0.0	0.0	40.49	127.11
DK58FFC	24+	9+	2+	66-	2684	67.5	536.8+	0	0.0	0.0	56.46	111.14
DK58FFD	23+	5+	1	70-	2511	63.6	502.2+	0	0.0	0.0	49.42	118.18
DK58FFG	29+	9+	2+	60-	3164	65.2	527.3+	0	0.0	0.0	66.28	101.32
DK58FFJ	0-	0-	0-	99+	8	14.5-	4.0-	0	0.0	0.0	1.30	166.30
DK58FFP	8-	3-	1-	88	837	63.6	209.3-	0	0.0	0.0	19.22	148.38
DK58FFZ	25+	7+	1-	68-	2528	60.0	505.6+	0	0.0	0.0	54.36	113.24
FJ53PVV	1-	0-	0-	99+	83	80.3+	83.0-	0	0.0	0.0	1.05	166.55
FP08PXU	1-	1-	0-	98+	33	21.8-	16.5-	0	0.0	0.0	2.55	165.05
YJ53FSD	10-	4	2+	84	1077	61.5	359.0	0	0.0	0.0	26.40	141.20
YJ53FSG	16+	7+	1+	75	1719	63.4	343.8	0	0.0	0.0	41.13	126.47
YJ53WJA	14	2-	0-	84	1491	64.6	298.2-	0	0.0	0.0	27.38	140.22
Group Totals	13	4	1	82	18330	63.2	366.6	0	0.0	0.0	398.10	1785.50

+ :More than 9% Above Group Average
- :More than 9% Below Group Average

Sample Company
Your Town

D I S C - C H E C K
Vehicle Period Report

Date 17/07/09

Group	Vehicles				Period Start 01/12/08 Week Ending 04/01/09							
	-- Percentage Working Time --				----- Kilometres -----			---- Fuel Used ----			-- Total Time --	
	Drive	Halts	Depot	Unused	Total	/Hour	/Day	Drawn	KPL	MPG	Running	Standing
DK58FBB	1-	0-	0-	99+	445	63.0	148.3-	0	0.0	0.0	11.23	828.37
DK58FFB	13+	4+	1+	82	6766	61.0	398.0	0	0.0	0.0	149.59	690.01
DK58FFC	17+	6+	1-	76-	9080	64.0	477.9+	0	0.0	0.0	199.09	640.51
DK58FFD	14+	5+	1-	81	6790	58.0	399.4	0	0.0	0.0	162.12	677.48
DK58FFG	18+	6+	1	75-	9152	62.2	481.7+	0	0.0	0.0	206.52	633.08
DK58FFJ	6-	2-	1+	91	2841	56.5	258.3-	0	0.0	0.0	76.36	763.24
DK58FFP	10	4+	0-	86	4863	60.4	347.4	0	0.0	0.0	114.32	725.28
DK58FFZ	17+	3	0-	79	9328	63.5	490.9+	0	0.0	0.0	175.03	664.57
FJ53PVV	0-	0-	0-	100+	83	80.3+	83.0-	0	0.0	0.0	1.05	838.55
FP08PXU	3-	2-	2+	93	1393	50.9-	139.3-	0	0.0	0.0	56.23	783.37
YJ53FSD	4-	2-	1-	94	2044	61.9	340.7	0	0.0	0.0	52.50	787.10
YJ53FSG	10	5+	3+	82	4648	55.4-	258.2-	0	0.0	0.0	150.39	689.21
YJ53WJA	11+	1-	0-	87	6358	66.4	374.0	0	0.0	0.0	110.49	729.11
Group Totals	10	3	1	87	63791	61.2	373.0	0	0.0	0.0	1467.32	9452.28

+ :More than 9% Above Group Average
- :More than 9% Below Group Average

DRIVER PRODUCTIVITY PERIOD REPORT & EXPLANATORY NOTES

SHEET 8: DRIVER PRODUCTIVITY / PERIOD REPORT (FOR ALL DRIVERS)

- A SUMMARY FOR ALL DRIVERS WITH INDICATORS OF DRIVER PRODUCTIVITY AND DEPOT AVERAGE. E.G.:
 - ✓ PERCENTAGE OF TIME SPENT IN DRIVING, ACTIVE HALTS, IN THE DEPOT, AND ON BREAKS.
 - ✓ TOTAL DISTANCE DRIVEN IN WEEK, AVERAGE DISTANCE PER HOUR, AND PER DAY.
 - ✓ NUMBER OF ACTIVE HALTS (NORMALLY DROPS) PER WEEK, AVERAGE DURATION OF DROPS & AVERAGE DISTANCE BETWEEN DROPS.

EACH DRIVER'S PERFORMANCE IS COMPARED WITH DEPOT OR GROUP AVERAGE AND INDIVIDUAL PERFORMANCE IS FLAGGED WHERE THIS IS MORE THAN A GIVEN % ABOVE OR BELOW AVERAGE.

THESE REPORTS GIVE DETAILED STATISTICS OF TOTAL FLEET AND EMPLOYEE PRODUCTIVITY OVER A SEVEN DAY PERIOD WITH ANY DEVIATION FROM DEPOT NORMS CLEARLY HIGHLIGHTED. THIS EASILY INTERPRETED INFORMATION HAS PROVED TO BE AN INVALUABLE MANAGEMENT TOOL OF MANY OF OUR ESTABLISHED BUREAU CUSTOMERS.

THE PERIOD REPORT IS IDENTICAL TO THE VEHICLE PERIOD REPORT, BUT RELEVANT TO THE DRIVERS.

Sample Company
Your Town

D I S C - C H E C K
Driver Productivity Report

Date 17/07/09

Group Drivers Week Ending 21/12/08

	-- Percentage Working Time --				----- Kilometres -----				----- Active Halts -----		
	Drive	Halts	Depot	Break	Total	/Hour	/Day	/Call	Total	/Day	Duration
BARLOW EDWARD VICTOR	52-	24+	3-	9-	1719	63.4	343.8-	68.8-	25	5+	0.29
BARLOW GARY	62	15-	6+	9-	2019	60.4	403.8	96.1-	21	4+	0.23-
BRIMFIELD SIMON	57	21+	4	13	2684	67.5	536.8+	116.7+	23	5+	0.37+
GRIFFITHS DAVID	44-	21+	4	26+	618	62.4	206.0-	88.3-	7	2-	0.39+
HALLAM ARTHUR	56	9-	2-	30+	1574	65.3	314.8-	174.9+	9	2-	0.25-
ROWLANDS DARRIN CLIFFO	61	19	3	11-	3164	65.2	527.3+	131.8+	24	4+	0.37+
SUTHERLAND SPENCER KEE	66+	15-	2-	9-	2511	63.6	502.2+	147.7+	17	3-	0.31
WEDLEY STEVEN MICHAEL	37-	38+	4+	3-	41	19.8-	13.7-	8.2-	5	2-	0.25-
WILKINSON JAMES TIM	64+	17	2-	11-	2528	60.0	505.6+	148.7+	17	3-	0.39+
WILLIAMSON TREVOR	53-	21+	7+	11-	1472	62.3	368.0-	70.1-	21	5+	0.26-
Group Totals	58	18	4	13	18330	63.2	398.5	108.5	169	4	0.32

+ :More than 7% Above Group Average
- :More than 7% Below Group Average

Sample Company
Your Town

D I S C - C H E C K
Driver Period Report

Date 17/07/09

Group Drivers Period Start 01/12/08
Week Ending 04/01/09

	-- Percentage Working Time --				----- Kilometres -----				----- Active Halts -----		
	Drive	Halts	Depot	Break	Total	/Hour	/Day	/Call	Total	/Day	Duration
BARLOW EDWARD VICTOR	44-	22+	13+	10-	4564	55.6-	285.3-	60.1-	76	5+	0.31
BARLOW GARY	61+	17	5	9-	6896	61.5	405.6	89.6-	77	5+	0.23-
BRIMFIELD SIMON	56	20+	2-	15+	9080	64.0	477.9+	99.8	91	5+	0.33+
EVANS STEPHEN CHRISTOP	56	17	11+	10-	2828	57.4	353.5-	94.3	30	4	0.29
GRIFFITHS DAVID	55	22+	2-	12-	4644	60.1	357.2-	72.6-	64	5+	0.28-
HALLAM ARTHUR	60	8-	2-	28+	6441	66.5+	378.9	238.6+	27	2-	0.27-
ROWLANDS DARRIN CLIFFO	58	21+	3-	11-	9152	62.2	481.7+	117.3+	78	4	0.40+
SUTHERLAND SPENCER KEE	60	20+	3-	9-	6790	58.0	399.4	88.2-	77	5+	0.30
WEDLEY STEVEN MICHAEL	53	18	4-	14	457	44.8-	91.4-	57.1-	8	2-	0.26-
WILKINSON JAMES TIM	61+	11-	1-	20+	9328	63.5	518.2+	212.0+	44	2-	0.34+
WILLIAMSON TREVOR	44-	24+	13+	10-	3611	58.0	240.7-	53.9-	67	4+	0.30
Group Totals	56	18	5	14	63791	61.2	389.0	99.8	639	4	0.31

+ :More than 7% Above Group Average
- :More than 7% Below Group Average

DRIVER ACTIVITY REPORT & EXPLANATORY NOTES

SHEET 9: DRIVER ACTIVITY REPORT

- A COMPLETE BREAKDOWN OF EACH DAYS CHART, LISTING EACH ACTIVITY BY START & FINISH TIMES AND DURATION.

THIS REPORT CAN BE USED FOR CHECKING THE DRIVER'S WORK RECORD, FOR EITHER PAYROLL VERIFICATION OR ARRIVAL/DEPARTURE TIMES ETC.

EXTENDED WORKING DAY REPORT & EXPLANATORY NOTES

SHEET 10: EXTENDED WORKING DAY REPORT

- LISTS ALL DRIVERS WHOSE DAILY SPREADOVER HAS EXCEEDED 13 HOURS, THIS REPORT IS IN CONTINUATION SHEET FORMAT AND LISTS THE DRIVERS IN ALPHABETICAL ORDER.

Driver	Date	Shift Start	Vehicle	Shift Finish	Dist Kms	Speed KPH	Top Speed	----- Offduty	Drive	Total Halts	Times Break	----- Duty Spread
BRIMFIELD SIMON	Mon 15/12/08	0534	DK58FFC	2027	349	61.4	0	37.29	5.41	8.12	1.00	13.53 14.53
BRIMFIELD SIMON	Tue 16/12/08	0533	DK58FFC	2021	611	67.8	0	9.06	9.01	2.45	3.02	11.46 14.48
BRIMFIELD SIMON	Thu 18/12/08	0528	DK58FFC	2018	616	68.4	0	11.06	9.00	3.53	1.57	12.53 14.50
ROWLANDS DARRIN CLIFFO	Mon 15/12/08	0502	DK58FFG	1935	567	67.1	0	60.15	8.27	4.36	1.30	13.03 14.33
ROWLANDS DARRIN CLIFFO	Tue 16/12/08	0500	DK58FFG	1956	730	74.2	0	9.25	9.50	3.33	1.33	13.23 14.56
ROWLANDS DARRIN CLIFFO	Thu 18/12/08	0600	DK58FFG	2036	606	71.7	0	11.09	8.27	5.09	1.00	13.36 14.36
ROWLANDS DARRIN CLIFFO	Fri 19/12/08	0559	DK58FFG	1901	540	64.2	0	9.23	8.25	2.01	2.36	10.26 13.02
SUTHERLAND SPENCER KEE	Tue 16/12/08	0500	DK58FFD	1827	644	65.5	0	11.05	9.50	2.06	1.31	11.56 13.27
SUTHERLAND SPENCER KEE	Thu 18/12/08	0714	DK58FFD	2026	658	69.9	0	13.41	9.25	2.17	1.31	11.42 13.12
WILKINSON JAMES TIM	Mon 15/12/08	0449	DK58FFZ	1926	500	58.1	0	62.08	8.36	3.45	2.16	12.21 14.37
WILKINSON JAMES TIM	Tue 16/12/08	0530	DK58FFZ	1918	520	58.0	0	10.04	8.58	3.50	1.00	12.48 13.48

VEHICLE ODO CONTINUITY REPORT & EXPLANATORY NOTES

SHEETS 11: VEHICLE ODO CONTINUITY REPORT FOR ALL VEHICLES - (NEW)

- LISTS THE START & FINISHING ODOMETER READINGS FOR A GIVEN PERIOD AND THEN PINPOINTS ANY GAPS FROM ONE CHART TO THE NEXT WITH DRIVERS' NAMES AND HOW MANY ODO'S ARE MISSING.

Sample Company
Your Town

D I S C - C H E C K
Vehicle Odo Continuity Report

Date 14/07/09

Period Start 01/12/08
Period Ending 04/01/09

Vehicle: DK58FFD (DTC AUTO)
Odo: 8948 - 15786

Chart:	11 Dec 2008 06:48	SUTHERLAND SPENCER K	United Kingdom	12006	Does Not Match Previous Reading
Prev:	10 Dec 2008 16:39	SUTHERLAND SPENCER K	United Kingdom	11958	- Diff: 48

Vehicle: DK58FFG (DTC AUTO)
Odo: 7298 - 16504

Chart:	12 Dec 2008 05:30	ROWLANDS DARRIN CLIF	United Kingdom	11649	Does Not Match Previous Reading
Prev:	11 Dec 2008 20:28	ROWLANDS DARRIN CLIF	United Kingdom	11643	- Diff: 6

Chart:	15 Dec 2008 05:02	ROWLANDS DARRIN CLIF	United Kingdom	11904	Does Not Match Previous Reading
Prev:	12 Dec 2008 16:47	ROWLANDS DARRIN CLIF	United Kingdom	11856	- Diff: 48

Vehicle: DK58FFJ (DTC AUTO)
Odo: 1561 - 4416

Chart:	16 Dec 2008 11:11	WEDLEY STEVEN MICHAEL	United Kingdom	4411	Does Not Match Previous Reading
Prev:	15 Dec 2008 12:43	WEDLEY STEVEN MICHAEL	United Kingdom	4398	- Diff: 13

Vehicle: DK58FFP (DTC AUTO)
Odo: 861 - 5935

Chart:	16 Dec 2008 05:25	GRIFFITHS DAVID	United Kingdom	5075	Does Not Match Previous Reading
Prev:	15 Dec 2008 09:22	GRIFFITHS DAVID	United Kingdom	5057	- Diff: 18

Chart:	16 Dec 2008 17:35	GRIFFITHS DAVID	United Kingdom	5538	Does Not Match Previous Reading
Prev:	16 Dec 2008 12:39	GRIFFITHS DAVID	United Kingdom	5345	- Diff: 193

Vehicle: DK58FFZ (DTC AUTO)
Odo: 6897 - 16228

Vehicle: FP08PXU (DTC AUTO)
Odo: 5556 - 6950

VEHICLE ODO DISTANCE REPORT & EXPLANATORY NOTES

SHEET 12: VEHICLE ODO DISTANCE REPORT FOR ALL VEHICLES - (NEW)

- LISTS THE START, FINISH & TOTAL ODO'S FOR A GIVEN PERIOD PLUS THE NUMBER OF CHARTS ANALYSED FOR EACH VEHICLE THE ACTUAL NUMBER OF ODO'S ANALYSED AND THE DIFFERENCE BETWEEN THE TRACE AND THE TOTAL. BOTH REPORTS CAN BE PRODUCED TO COVER ANY PERIOD OF TIME.

Sample Company
Your Town

D I S C - C H E C K
Vehicle Odo Distance Report

Date 14/07/09

Period Start 01/12/08
Period Ending 04/01/09

Vehicle	Group	-----Odo-----			-----Charts-----		Difference
		Start	Finish	Total	Number	Trace	
FJ53PWV	Vehicles	521980	522063	83	1	83	0
YJ53FSD	Vehicles	383862	386016	2154	6	2044	110
YJ53WJA	Vehicles	468482	474858	6376	17	6358	18
YJ53FSG	Group 1	375399	380653	5254	18	4648	606
DK58FBB	DTC AUTO	509	954	445	4	445	0
DK58FFB	DTC AUTO	16710	23514	6804	18	6766	38
DK58FFC	DTC AUTO	15796	24880	9084	20	9080	4
DK58FFD	DTC AUTO	8948	15786	6838	17	6790	48
DK58FFG	DTC AUTO	7298	16504	9206	19	9152	54
DK58FFJ	DTC AUTO	1561	4416	2855	11	2841	14
DK58FFP	DTC AUTO	861	5935	5074	15	4863	211
DK58FFZ	DTC AUTO	6897	16228	9331	20	9328	3
FP08PXU	DTC AUTO	5556	6950	1394	10	1393	1
Totals:				64898	176	63791	1107

VEHICLE UTILISATION REPORT FOR DIGITAL VEHICLES & EXPLANATORY NOTES

SHEET 13: VEHICLE UTILISATION REPORTS FOR DIGITAL VEHICLES - (NEW)

- LISTS WHO HAVE DRIVEN EACH DIGITAL VEHICLE ON A DAILY BASIS AND WHETHER WE HAVE RECEIVED THE CORRESPONDING DRIVERS' CARD DATA ALSO ANY INSTANCES OF DRIVING WITHOUT A CARD INSERTED.

Vehicle: DK58FBB (DTC AUTO)

Start of Driving	Drive	Drivers Card	Driver	Additional Status
01 Dec 2008 18:33	00:57	No Card Inserted		
03 Dec 2008 08:46	00:11	No Card Inserted		
05 Dec 2008 09:20	00:02	No Card Inserted		
10 Dec 2008 11:24	00:05	No Card Inserted		
10 Dec 2008 12:51	00:06	WBC0268000049202	HUMPHREYS, JEFFERY A	Unknown Driver
10 Dec 2008 13:44	00:04	No Card Inserted		
11 Dec 2008 12:03	00:15	No Card Inserted		
12 Dec 2008 09:46	00:41	No Card Inserted		
15 Dec 2008 15:28	00:01	No Card Inserted		
16 Dec 2008 08:29	02:00	No Card Inserted		
17 Dec 2008 15:30	00:48	DB07135162073000	WILLIAMSON TREVOR	
18 Dec 2008 05:13	04:58	DB07135162073000	WILLIAMSON TREVOR	
18 Dec 2008 13:56	00:21	DB07135162073000	WILLIAMSON TREVOR	
23 Dec 2008 13:42	00:01	No Card Inserted		
24 Dec 2008 08:14	00:01	DB07135162073000	WILLIAMSON TREVOR	
24 Dec 2008 08:32	00:56	DB07185167126100	BARLOW EDWARD VICTOR	

Vehicle: DK58FFB (DTC AUTO)

Start of Driving	Drive	Drivers Card	Driver	Additional Status
01 Dec 2008 07:07	05:45	DB07194162066100	BARLOW GARY	
02 Dec 2008 05:44	07:04	DB07194162066100	BARLOW GARY	
03 Dec 2008 06:09	06:17	DB07194162066100	BARLOW GARY	
04 Dec 2008 07:05	06:01	DB07194162066100	BARLOW GARY	
05 Dec 2008 06:32	06:51	DB07194162066100	BARLOW GARY	
08 Dec 2008 06:38	00:02	No Card Inserted		

VEHICLE DOWNLOAD & OVERSPEEDING REPORT FOR DIGITAL VEHICLES & EXPLANATORY NOTES

*SHEET 14: VEHICLE DOWNLOAD AND OVERSPEEDING REPORT
FOR DIGITAL VEHICLES - (NEW)*

- LISTS DOWNLOAD DATE, PERIOD AND LOCKED STATE ALSO ALL INSTANCES OF OVERSPEEDING THAT HAVE BEEN RECORDED BY THE VEHICLE UNIT.

Vehicle: DK58FFG (DTC AUTO)

Downloads:

Download Date	Data From	Data To
24 Dec 2008 11:01	21 Aug 2008	24 Dec 2008

Locks:

Lock From	Lock To	Company
24 Dec 2008 11:01	*** LOCKED ***	TDI PLC

OverSpeeding:

Driver	From	To	Max	Ave	Driver Card
ROWLANDS DARRIN CLIF	10 Dec 2008 09:19	10 Dec 2008 09:19	96	93	DB07185162146901
ROWLANDS DARRIN CLIF	11 Dec 2008 15:00	11 Dec 2008 15:00	97	93	DB07185162146901
ROWLANDS DARRIN CLIF	15 Dec 2008 15:33	15 Dec 2008 15:33	93	92	DB07185162146901
ROWLANDS DARRIN CLIF	16 Dec 2008 11:10	16 Dec 2008 11:10	96	93	DB07185162146901
ROWLANDS DARRIN CLIF	17 Dec 2008 13:54	17 Dec 2008 13:55	95	93	DB07185162146901
ROWLANDS DARRIN CLIF	18 Dec 2008 15:09	18 Dec 2008 15:09	93	91	DB07185162146901
ROWLANDS DARRIN CLIF	19 Dec 2008 15:56	19 Dec 2008 15:57	96	94	DB07185162146901
ROWLANDS DARRIN CLIF	20 Dec 2008 06:38	20 Dec 2008 06:38	94	93	DB07185162146901
ROWLANDS DARRIN CLIF	22 Dec 2008 09:18	22 Dec 2008 09:18	99	94	DB07185162146901
ROWLANDS DARRIN CLIF	22 Dec 2008 10:13	22 Dec 2008 10:14	97	94	DB07185162146901
ROWLANDS DARRIN CLIF	23 Dec 2008 17:01	23 Dec 2008 17:01	97	94	DB07185162146901

Vehicle: DK58FFJ (DTC AUTO)

Downloads:

Download Date	Data From	Data To
15 Dec 2008 10:16	15 Aug 2008	15 Dec 2008
23 Dec 2008 14:45	15 Aug 2008	23 Dec 2008

Locks:

Lock From	Lock To	Company
15 Dec 2008 10:14	15 Dec 2008 10:15	TDI PLC
15 Dec 2008 10:15	*** LOCKED ***	TDI PLC

OverSpeeding:

Driver	From	To	Max	Ave	Driver Card
EVANS STEPHEN CHRIST	09 Dec 2008 06:30	09 Dec 2008 06:30	94	92	DB08016162043700
** Unknown Driver **	18 Dec 2008 07:29	18 Dec 2008 07:29	95	93	DB08065162002100
** Unknown Driver **	19 Dec 2008 11:20	19 Dec 2008 11:20	94	92	DB08065162002100

DRIVER 7 DAY
MEMORANDUM
&
INFRINGEMENT
PERIOD REPORT
&
EXPLANATORY
NOTES

SHEETS 15, 16, 17, 18 & 19: DRIVER 7-DAY PERIOD REPORT x 2, DRIVER PERIOD MEMORANDUM & DRIVER PERIOD INFRINGEMENT REPORT - (NEW)

- THESE REPORTS USE THE SAME LAYOUT AS THEIR 7 DAY EQUIVALENTS BUT CAN BE PRODUCED TO COVER ANY PERIOD OF TIME.

Driver	ROWLANDS DARRIN CLIFFORD Drivers										Period 01/12/08 - 04/01/09			
	Shift Start	Vehicle	Drive Start	Starting Place	Finishing Place	Dist Kms	Speed KPH	Top Speed	----- Offduty	----- Drive	Total Halts	Times Depot	----- Break	----- Spread
Mon 01/12/08	0443	DK58FFG	0454	United Kingd	United Kingd	334	58.3	0	61.03	5.44	6.55	0.39	0.12	14.25
Tue 02/12/08	0500	DK58FFG	0515	United Kingd	United Kingd	282	58.8	0	9.52	4.48	5.13	0.15	3.40	14.59
Wed 03/12/08	0501	DK58FFG	0530	United Kingd	United Kingd	595	59.7	0	9.02	9.58	1.29	0.00	2.07	14.56
Thu 04/12/08	0500	DK58FFG	0501	United Kingd	United Kingd	567	57.6	0	9.03	9.51	0.35	0.01	1.24	13.09
Fri 05/12/08	0501	DK58FFG	0510	United Kingd	United Kingd	410	55.5	0	10.52	7.23	2.46	0.09	1.10	13.02
Mon 08/12/08	0532	DK58FFG	0557	United Kingd	United Kingd	373	44.5	0	59.29	8.23	2.50	0.25	0.56	14.52
Tue 09/12/08	0530	DK58FFG	0535	United Kingd	United Kingd	611	76.2	0	9.05	8.01	2.24	0.06	1.37	12.55
Wed 10/12/08	0534	DK58FFG	0557	United Kingd	United Kingd	620	63.9	0	11.09	9.42	1.52	0.43	1.26	14.39
Thu 11/12/08	0529	DK58FFG	0530	United Kingd	United Kingd	553	59.4	0	9.16	9.19	2.23	0.54	2.00	14.59
Fri 12/12/08	0530	DK58FFG	0545	United Kingd	United Kingd	207	44.8	0	9.02	4.37	5.18	0.22	0.09	11.17
Mon 15/12/08	0502	DK58FFG	0505	United Kingd	United Kingd	567	67.1	0	60.15	8.27	3.44	0.07	1.30	14.33
Tue 16/12/08	0500	DK58FFG	0539	United Kingd	United Kingd	730	74.2	0	9.25	9.50	1.57	0.39	1.33	14.56
Wed 17/12/08	0603	DK58FFG	0627	United Kingd	United Kingd	437	53.8	0	10.07	8.07	0.52	0.39	2.11	12.48
Thu 18/12/08	0600	DK58FFG	0624	United Kingd	United Kingd	606	71.7	0	11.09	8.27	3.46	0.24	1.00	14.36
Fri 19/12/08	0559	DK58FFG	0613	United Kingd	United Kingd	540	64.2	0	9.23	8.25	0.59	0.30	2.36	13.02
Sat 20/12/08	0603	DK58FFG	0617	United Kingd	United Kingd	284	53.8	0	11.02	5.17	3.51	0.27	0.15	10.15
Mon 22/12/08	0500	DK58FFG	0504	United Kingd	United Kingd	514	71.2	0	36.42	7.13	3.27	0.10	1.16	12.53
Tue 23/12/08	0508	DK58FFG	0547	United Kingd	United Kingd	575	62.3	0	11.15	9.14	2.10	0.42	1.38	15.00
Wed 24/12/08	0510	DK58FFG	0513	United Kingd	United Kingd	347	80.4	0	9.02	4.19	0.00	0.04	0.49	5.48
						<u>9152</u>	<u>62.2</u>		<u>366.13</u>	<u>147.05</u>	<u>52.31</u>	<u>7.16</u>	<u>27.29</u>	<u>253.04</u>

INFRINGEMENTS

- Mon 01/12/08 * No/Insufficient rest during Duty Period
- * Insufficient break during driving period (legal break was 0:00).
- Thu 04/12/08 * Insufficient break during driving period (legal break was 0:38).
- Fri 05/12/08 * Daily rest less than 11 hours on 4 occasions.
- Mon 08/12/08 * No/Insufficient rest during Duty Period
- * Insufficient break during driving period (legal break was 0:00).
- Wed 10/12/08 * Insufficient break during driving period (legal break was 0:31).
- Fri 12/12/08 * No/Insufficient rest during Duty Period
- * Insufficient break during driving period (legal break was 0:00).
- Mon 15/12/08 * Insufficient break during driving period (legal break was 0:34).
- Tue 16/12/08 * Insufficient break during driving period (legal break was 0:34).
- Wed 17/12/08 * Insufficient break during driving period (legal break was 0:00).
- Thu 18/12/08 * Insufficient break during driving period (legal break was 0:15).
- Sat 20/12/08 * Daily rest less than 11 hours on 4 occasions.
- * Insufficient break during driving period (legal break was 0:15).
- * No/Insufficient rest during Duty Period
- Mon 22/12/08 * Cumulative driving 5:25 with no break.
- * No/Insufficient rest during Duty Period
- Tue 23/12/08 * Insufficient break during driving period (legal break was 0:15).

USER PERCEIVED INFRINGEMENTS

None

ERRORS, OMMISIONS AND COMMENTS

None

Sample Company
Your Town

D I S C - C H E C K
Driver 7-Day Period Report

Date 16/07/09

Driver	WILLIAMSON TREVOR		Drivers		Period 01/12/08 - 04/01/09										
	Shift Start	Vehicle	Drive Start	Starting Place	Finishing Place	Dist Kms	Speed KPH	Top Speed	----- Offduty	Drive	Total Halts	Times Depot	----- Break	Spread	
Mon 01/12/08	0623	YJ53FSD	0642	DEPOT	RHOS	307	63.5	0	61.27	4.50	2.13	0.19	1.02	9.12	
Tue 02/12/08	0629	FP08PXU	0633	United Kingd	United Kingd	355	57.0	0	14.54	6.14	0.49	0.30	1.07	9.35	
Wed 03/12/08	0634	FP08PXU	0644	United Kingd	United Kingd	281	57.7	0	14.25	4.52	0.18	2.13	1.00	10.24	
Thu 04/12/08	0649	FP08PXU	0905	United Kingd	United Kingd	4	5.5	0	13.51	0.44	4.48	2.58	1.06	9.57	
Fri 05/12/08	0647	FP08PXU	0803	United Kingd	United Kingd	3	4.3	0	14.01	0.42	4.46	1.30	1.00	8.53	
Mon 08/12/08	0618	YJ53FSG	0630	DEPOT	DEPOT	134	48.7	0	62.38	2.45	1.49	0.19	0.01	6.04	
Tue 09/12/08	0600	FP08PXU	0615	United Kingd	United Kingd	286	48.6	0	17.38	5.53	2.29	0.15	1.02	11.03	
Wed 10/12/08	0630	FP08PXU	1107	United Kingd	United Kingd	109	56.9	0	13.25	1.55	0.41	5.11	0.48	9.08	
Thu 11/12/08	0640	YJ53FSD	0642	RHOS	DEPOT	328	62.7	0	15.01	5.14	3.08	0.54	1.03	10.49	
Fri 12/12/08	0549	YJ53FSD	0600	DEPOT	DEPOT	332	61.1	0	12.20	5.26	3.48	0.18	1.02	11.09	
Mon 15/12/08	0618	YJ53FSD	0635	DEPOT	DEPOT	360	62.4	0	61.20	5.46	3.04	0.28	0.51	10.38	
Tue 16/12/08	0612	YJ53FSD	0635	DEPOT	DEPOT	318	55.0	0	13.16	5.47	2.23	0.56	1.02	11.15	
Wed 17/12/08	0517	YJ53FSD	0517	DEPOT	DEPOT	399	66.9	0	11.50	5.58	1.01	1.17	1.07		
		DK58FBB	1530	United Kingd	United Kingd	28	35.0	0		0.48	1.10	0.20	0.00	12.48	
Thu 18/12/08	0512	DK58FBB	0513	United Kingd	United Kingd	367	69.0	0	11.07	5.19	1.43	0.06	1.52	9.57	
Wed 24/12/08	0735	DK58FBB	0814	United Kingd	United Kingd	0	0.0	0	136.26	0.01	0.00	0.51	0.00	0.52	
						3611	58.0			473.39	62.14	34.10	18.25	14.03	141.44

INFRINGEMENTS

None

USER PERCEIVED INFRINGEMENTS

None

ERRORS, OMMISIONS AND COMMENTS

None

M E M O R A N D U M

From: | To:
Sample Company | ROWLANDS DARRIN CLIFFORD
| Drivers
|

Subject: Drivers Hours and Records

Date 16/07/09

Upon examination of your tachograph charts for the period from Mon 01/12/08 to Sun 04/01/09, the following was noted:

INFRINGEMENTS OF THE DRIVER HOURS REGULATIONS

On Mon 01/12/08 ; Too much Duty without sufficient Break.

After 6 hours Duty you must take or have taken 30 mins Break, and After 9 hours Duty you must take or have taken 30 mins Break. This Break may be split into shorter breaks of at least 15 minutes each.

Although you took a break at 1321 you only accumulated 0:00 legal break, it was not long enough. You must take a break of at least 45 minutes after driving periods totalling 4:30 unless you are beginning a rest period. This break may be split into two shorter breaks, the first of which must be at least 15 minutes and the second must be at least 30 minutes. Periods of other work do not count as breaks; nor do they count towards the driving.

On Thu 04/12/08 ; Although you took a break at 1520 you only accumulated 0:38 legal break, it was not long enough. You must take a break of at least 45 minutes after driving periods totalling 4:30 unless you are beginning a rest period. This break may be split into two shorter breaks, the first of which must be at least 15 minutes and the second must be at least 30 minutes. Periods of other work do not count as breaks; nor do they count towards the driving.

On Fri 05/12/08 ; Your daily rest period was less than 11 hours on 4 occasions. Although you are allowed to reduce your daily rest to 9 hours, this may only be done 3 times per week unless taken as part of a split rest. This may be due to extended spreadover on one of these days.

On Mon 08/12/08 ; Too much Duty without sufficient Break.

After 6 hours Duty you must take or have taken 30 mins Break, and After 9 hours Duty you must take or have taken 30 mins Break. This Break may be split into shorter breaks of at least 15 minutes each.

Although you took a break at 1220 you only accumulated 0:00 legal break, it was not long enough. You must take a break of at least 45 minutes after driving periods totalling 4:30 unless you are beginning a rest period. This break may be split into two shorter breaks, the first of which must be at least 15 minutes and the second must be at least 30 minutes. Periods of other work do not count as breaks; nor do they count towards the driving.

On Wed 10/12/08 ; Although you took a break at 1409 you only accumulated 0:31 legal break, it was not long enough. You must take a break of at least 45 minutes after driving periods totalling 4:30 unless you are beginning a rest period. This break may be split into two shorter breaks, the first of which must be at least 15 minutes and the second must be at least 30 minutes. Periods of other work do not count as breaks; nor do they count towards the driving.

On Fri 12/12/08 ; Too much Duty without sufficient Break.

After 6 hours Duty you must take or have taken 30 mins Break, and After 9 hours Duty you must take or have taken 30 mins Break. This Break may be split into shorter breaks of at least 15 minutes each.

Although you took a break at 1120 you only accumulated 0:00 legal break, it was not long enough. You must take a break of at least 45 minutes after driving periods totalling 4:30 unless you are beginning a rest period. This break may be split into two shorter breaks, the first of which must be at least 15 minutes and the second must be at least 30 minutes. Periods of other work do not count as breaks; nor do they count towards the driving.

On Mon 15/12/08 ; Although you took a break at 1732 you only accumulated 0:34 legal break, it was not long enough. You must take a break of at least 45 minutes after driving periods totalling 4:30 unless you are beginning a rest period. This break may be split into two shorter breaks, the first of which must be at least 15 minutes and the second must be at least 30 minutes. Periods of other work do not count as breaks; nor do they count towards the driving.

M E M O R A N D U M
(continued)

On Tue 16/12/08 ; Although you took a break at 1627 you only accumulated 0:34 legal break, it was not long enough. You must take a break of at least 45 minutes after driving periods totalling 4:30 unless you are beginning a rest period. This break may be split into two shorter breaks, the first of which must be at least 15 minutes and the second must be at least 30 minutes. Periods of other work do not count as breaks; nor do they count towards the driving.

On Wed 17/12/08 ; Although you took a break at 1504 you only accumulated 0:00 legal break, it was not long enough. You must take a break of at least 45 minutes after driving periods totalling 4:30 unless you are beginning a rest period. This break may be split into two shorter breaks, the first of which must be at least 15 minutes and the second must be at least 30 minutes. Periods of other work do not count as breaks; nor do they count towards the driving.

On Thu 18/12/08 ; Although you took a break at 1422 you only accumulated 0:15 legal break, it was not long enough. You must take a break of at least 45 minutes after driving periods totalling 4:30 unless you are beginning a rest period. This break may be split into two shorter breaks, the first of which must be at least 15 minutes and the second must be at least 30 minutes. Periods of other work do not count as breaks; nor do they count towards the driving.

On Sat 20/12/08 ; Your daily rest period was less than 11 hours on 4 occasions. Although you are allowed to reduce your daily rest to 9 hours, this may only be done 3 times per week unless taken as part of a split rest. This may be due to extended spreadover on one of these days.

Although you took a break at 0722 you only accumulated 0:15 legal break, it was not long enough. You must take a break of at least 45 minutes after driving periods totalling 4:30 unless you are beginning a rest period. This break may be split into two shorter breaks, the first of which must be at least 15 minutes and the second must be at least 30 minutes. Periods of other work do not count as breaks; nor do they count towards the driving.

Too much Duty without sufficient Break.
After 6 hours Duty you must take or have taken 30 mins Break, and After 9 hours Duty you must take or have taken 30 mins Break. This Break may be split into shorter breaks of at least 15 minutes each.

On Mon 22/12/08 ; Your cumulative driving periods totalled 5:25 without a legal break. 4:30 is the maximum, after which a break of at least 45 minutes must be taken.

Too much Duty without sufficient Break.
After 6 hours Duty you must take or have taken 30 mins Break, and After 9 hours Duty you must take or have taken 30 mins Break. This Break may be split into shorter breaks of at least 15 minutes each.

On Tue 23/12/08 ; Although you took a break at 1537 you only accumulated 0:15 legal break, it was not long enough. You must take a break of at least 45 minutes after driving periods totalling 4:30 unless you are beginning a rest period. This break may be split into two shorter breaks, the first of which must be at least 15 minutes and the second must be at least 30 minutes. Periods of other work do not count as breaks; nor do they count towards the driving.

It is the Company's legal responsibility to draw your attention to the above. Should you have any queries regarding the Drivers Hours Regulations or the use of tachograph charts please see your immediate superior.

Signed,
Sample Company

.....
ROWLANDS DARRIN CLIFFORD - Drivers

The Hours and Records Irregularities for the Period from Mon 01/12/08 to Sun 04/01/09 have been brought to my attention.

Signed by Driver

Driver GRIFFITHS DAVID Drivers Period 01/12/08 - 04/01/09

- On Tue 02/12/08 * No/Insufficient rest during Duty Period
- On Wed 03/12/08 * Insufficient break during driving period (legal break was 0:00).

Driver HALLAM ARTHUR Drivers Period 01/12/08 - 04/01/09

- On Mon 08/12/08,
- Thu 11/12/08,
- Fri 12/12/08,
- Fri 19/12/08,
- Mon 22/12/08 * Mode selector used incorrectly.
- On Fri 05/12/08,
- Mon 15/12/08,
- Tue 16/12/08,
- Thu 18/12/08,
- Fri 19/12/08,
- Mon 22/12/08,
- Tue 23/12/08 * No Active Duty Trace Recorded.
- On Fri 19/12/08 * Chart overlaps previous chart for this driver.
- On Fri 19/12/08 * Chart overlaps subsequent chart for this driver.

Driver ROWLANDS DARRIN CLIFFORD Drivers Period 01/12/08 - 04/01/09

- On Mon 01/12/08 * No/Insufficient rest during Duty Period
- * Insufficient break during driving period (legal break was 0:00).
- On Thu 04/12/08 * Insufficient break during driving period (legal break was 0:38).
- On Fri 05/12/08 * Daily rest less than 11 hours on 4 occasions.
- On Mon 08/12/08 * No/Insufficient rest during Duty Period
- * Insufficient break during driving period (legal break was 0:00).
- On Wed 10/12/08 * Insufficient break during driving period (legal break was 0:31).
- On Fri 12/12/08 * No/Insufficient rest during Duty Period
- * Insufficient break during driving period (legal break was 0:00).
- On Mon 15/12/08 * Insufficient break during driving period (legal break was 0:34).
- On Tue 16/12/08 * Insufficient break during driving period (legal break was 0:34).
- On Wed 17/12/08 * Insufficient break during driving period (legal break was 0:00).
- On Thu 18/12/08 * Insufficient break during driving period (legal break was 0:15).
- On Sat 20/12/08 * Daily rest less than 11 hours on 4 occasions.
- * Insufficient break during driving period (legal break was 0:15).
- * No/Insufficient rest during Duty Period
- On Mon 22/12/08 * Cumulative driving 5:25 with no break.
- * No/Insufficient rest during Duty Period
- On Tue 23/12/08 * Insufficient break during driving period (legal break was 0:15).

Driver SUTHERLAND SPENCER KEEFER Drivers Period 01/12/08 - 04/01/09

- On Mon 01/12/08 * No/Insufficient rest during Duty Period
- On Wed 17/12/08 * Insufficient break during driving period (legal break was 0:00).
- * No/Insufficient rest during Duty Period

CHART CONFIRMATION REPORT & EXPLANATORY NOTES

SHEET 20: CHART CONFIRMATION REPORT

➤ LISTS ALL CHARTS RECEIVED BY OUR BUREAU - (NEW)

Group Drivers Week Ending 21/12/08

	Mon 15/12/08	Tue 16/12/08	Wed 17/12/08	Thu 18/12/08	Fri 19/12/08	Sat 20/12/08	Sun 21/12/08	Total
BARLOW EDWARD VICTO	1	1	1	1	1			5
BARLOW GARY	1	1	1	1	2			6
BRIMFIELD SIMON	1	1	1	1	1			5
GRIFFITHS DAVID	1	2	1					4
HALLAM ARTHUR	1	1	1	1	2			6
ROWLANDS DARRIN CLI	1	1	1	1	1	1		6
SUTHERLAND SPENCER	1	1	1	1	1			5
WEDLEY STEVEN MICHA	1	2	1					4
WILKINSON JAMES TIM	1	1	1	1	1			5
WILLIAMSON TREVOR	1	1	2	1				5
	<u>10</u>	<u>12</u>	<u>11</u>	<u>8</u>	<u>9</u>	<u>1</u>	<u>0</u>	<u>51</u>

WTD SUMMARY REPORT & EXPLANATORY NOTES

SHEET 21: WTD SUMMARY REPORT

- LISTS ALL DRIVERS FOR THE GIVEN PERIOD AND HOW MANY WORK DAYS, OTHER/ADDITIONAL HOLIDAYS, REST DAYS, STATUTORY HOLIDAYS AND SICK DAYS THEY HAVE EACH HAD. IT ALSO SHOWS THE LONGEST DUTY PERIOD WITH TOTALS FOR DUTY, POA AND REST AND THE AVERAGE WORKING WEEK TO DATE.
- AN ASTERISK BY THE REST DAY INDICATES THAT THERE IS DATA MISSING E.G. PERHAPS A HOLIDAY OR SICK WEEK HAS NOT BEEN ENTERED.
- A NUMBER IN BRACKETS NEXT TO THE DRIVERS' NAME SHOWS THAT HE JOINED PART WAY THROUGH THE REFERENCE PERIOD AND THE NUMBER IS HOW MANY WEEKS' DATA SHOULD BE PRESENT.
- >60! SHOWS THAT THERE HAS BEEN AT LEAST ONE WEEK WITH MORE THAN 60 HOURS DUTY.
- THE B AT THE END OF THE ROW INDICATES THAT THERE HAVE BEEN WTD BREAK INFRINGEMENTS DURING THE PERIOD.

Sample Company
Your Town

D I S C - C H E C K
WTD Summary Report

Date 20/07/09

Reference Period: 04/08/08 to 01/02/09 (26 weeks)
Reporting Period: 04/08/08 to 21/12/08 (20 weeks)

Driver Group: Drivers

Driver	Days Worked	Other H'day	Rest Days	Stat H'day	Sick Days	Max Duty Day	Duty Time	POA Time	Rest Time	Average Working Week	
BARLOW EDWARD VICTOR	88	5	41	6	0	11.23	793.51	63.40	92.24	42.29	B
BARLOW GARY	93	1	39*	0	0	13.05	926.00	48.26	109.47	46.18	B
BRIMFIELD SIMON	90	0	39*	4	0	12.07	864.55	159.51	124.34	44.50	B
EVANS STEPHEN CHRISTOPHER(12)	19	0	30*	0	0	11.58	184.45	5.35	45.14	15.23	B
GRIFFITHS DAVID (19)	72	0	51*	1	2	11.38	619.14	134.26	111.20	33.51	B
HALLAM ARTHUR (11)	51	0	26	0	0	9.18	315.02	34.24	118.13	28.38	B
ROWLANDS DARRIN CLIFFORD(11)	39	0	24*	0	0	12.49	346.21	44.37	43.29	31.29	>60! B
SUTHERLAND SPENCER KEEFER	39	0	31*	0	0	12.34	383.27	24.21	39.23	19.10	B
WEDLEY STEVEN MICHAEL	19	0	51*	0	0	9.13	57.23	4.52	10.57	2.52	
WILKINSON JAMES TIM (8)	34	0	22	0	0	48.53	368.22	1.51	67.59	46.02	>60! B
WILLIAMSON TREVOR (19)	79	0	54	0	0	50.13	734.07	35.07	96.28	38.38	>60! B

WTD EXTENDED REPORT & EXPLANATORY NOTES

SHEET 22: WTD EXTENDED REPORT

- GIVES THE WEEKLY BREAKDOWN OF THE SUMMARY REPORT AND IS PRODUCED FOR ALL OR INDIVIDUAL DRIVERS, THE FIGURES UNDERNEATH THE LINES AT THE BOTTOM OF THE REPORT SHOW THE FOLLOWING WEEK AND HOW MANY HOURS COULD BE WORKED AND WHAT EFFECT IT WOULD HAVE ON THE WEEKLY AVERAGE.
- THIS REPORT IS EXTREMELY USEFUL IF YOU HAVE ALL DIGITAL VEHICLES OR USE OUR [QUICKSCAN](#) ANALOGUE SCANNER SERVICE WHICH GIVES YOU A GUARANTEED 5 WORKING DAY TURNAROUND FOR YOUR ANALYSIS.

Sample Company
Your Town

D I S C - C H E C K
WTD Extended Report

Date 20/07/09

Reference Period: 04/08/08 to 01/02/09 (26 weeks)
Reporting Period: 04/08/08 to 21/12/08 (20 weeks)

Driver Group: Drivers
Driver: BARLOW EDWARD VICTOR

Week Starting	Days Worked	Other H'day	Rest Days	Stat H'day	Sick Days	Max Duty Day	Duty Time	POA Time	Rest Time	Average Working Week	
04-Aug-2008	5	0	2	0	0	10.11	44.35	3.09	4.31		B
11-Aug-2008	5	0	2	0	0	10.35	46.03	4.41	6.09		
18-Aug-2008	5	0	2	0	0	10.45	44.50	2.28	7.26		B
25-Aug-2008	0	0	2	5	0	0.00	0.00	0.00	0.00		
01-Sep-2008	5	0	2	0	0	9.49	44.40	1.56	6.04		
08-Sep-2008	5	0	2	0	0	11.23	44.42	4.20	5.20		
15-Sep-2008	5	0	2	0	0	10.19	46.12	4.21	4.34		
22-Sep-2008	5	0	2	0	0	10.38	46.07	5.27	4.28		B
29-Sep-2008	0	5	2	0	0	0.00	0.00	0.00	0.00		
06-Oct-2008	5	0	2	0	0	11.00	48.32	3.53	4.41		
13-Oct-2008	5	0	2	0	0	9.48	42.00	3.16	6.17		B
20-Oct-2008	4	0	3	0	0	9.28	33.42	2.41	3.28		B
27-Oct-2008	5	0	2	0	0	10.30	46.41	1.58	4.31		B
03-Nov-2008	5	0	2	0	0	10.30	48.34	2.04	4.28		B
10-Nov-2008	5	0	2	0	0	11.13	43.07	2.41	5.39		B
17-Nov-2008	5	0	2	0	0	10.22	45.47	5.15	4.43		
24-Nov-2008	5	0	2	0	0	10.02	44.50	4.37	5.03		B
01-Dec-2008	5	0	2	0	0	9.23	42.03	4.15	5.51		B
08-Dec-2008	4	0	2	1	0	10.32	38.16	2.25	4.40		B
15-Dec-2008	5	0	2	0	0	9.59	43.10	4.13	4.31		B
Total	88	5	41	6	0	11.23	793.51	63.40	92.24	42.29	B
22-Dec-2008							60.00			43.19	

WTD DRIVER 7 DAY REPORT & EXPLANATORY NOTES

SHEET 23: WTD DRIVER 7 DAY REPORT

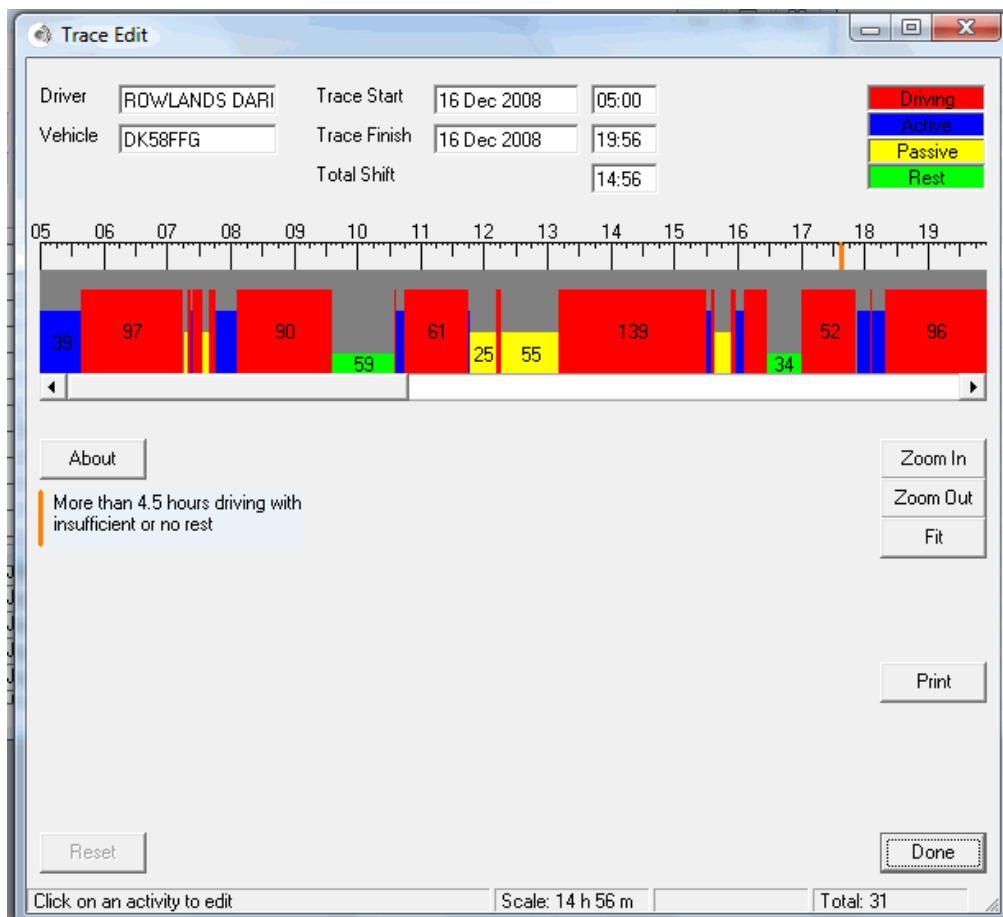
- THIS IS AN ALTERNATIVE TO THE STANDARD DRIVER 7-DAY REPORT AND SHOWS ANY HOLIDAY/SICK DAYS WITH THE ADDITIONAL DUTY TIME THAT THESE GENERATE AND THE TOTAL DRIVE/DUTY FOR THE WEEK.

Driver	EARLOW EDWARD VICTOR		Drivers		Week Ending 14/12/08									
	Shift Start	Vehicle	Drive Start	Starting Place	Finishing Place	Dist Kms	Speed KPH	Top Speed	----- Offduty	----- Drive	Total Active	Times POA	----- Break	----- Spread
Mon 08/12/08	STATUTORY HOLIDAY													
Tue 09/12/08	0635	YJ53FSG	0637	DEPOT	DEPOT	217	36.3	0	86.34	5.59	3.35	0.13	0.50	10.37
Wed 10/12/08	0555	YJ53FSG	0610	DEPOT	DEPOT	0	0.0	0	12.43	5.52	4.18	0.53	0.56	11.59
Thu 11/12/08	0543	YJ53FSG	0559	DEPOT	DEPOT	316	53.4	0	11.49	5.55	2.05	1.19	2.19	11.38
Fri 12/12/08	0550	YJ53FSG	0600	DEPOT	DEPOT	339	57.0	0	12.29	5.57	4.35	0.00	0.54	11.26
Sat 13/12/08	REST DAY													
Sun 14/12/08	REST DAY													
Additional 'Duty' for Statutory Holiday/Sick Days						=====	=====		=====	=====	=====	=====	=====	=====
											8.00			
						=====	=====		=====	=====	=====	=====	=====	=====
Total Drive/Duty: 46.16						872	36.8		123.35	23.43	22.33	2.25	4.59	45.40

SHEET 24: GRAPHICS

GRAPHICS CLEARLY SHOWING AT WHAT POINT A DRIVERS HOURS INFRINGEMENT HAS OCCURRED.

- CAN BE PRINTED BY US
- OR BY YOURSELVES USING OUR DC VIEWER PROGRAM



NEW REPORTS

The Best Bus and Carriage Co Ltd
Retford

D I S C - C H E C K
Driver Status

Date 08/04/11
Page 1

Active Drivers: Digital charts
Activity Limit: 120 days

Driver Name	Date of Last Data	Days Since Last Data
-----	-----	-----
ELLIOT DAVID JAMES	19 January 2011 12:57	79
JENNINGS LESTER CLIVE	21 January 2011 23:06	77
KELLY ELIZABETH JOANNE	19 January 2011 19:48	79

The Best Bus and Carriage Co Ltd
Retford

D I S C - C H E C K
Driver Status

Date 08/04/11
Page 2

Inactive Drivers: Digital charts
Activity Limit: 120 days

Driver Name

BAILEY DAVID ALFRED

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CONEY GREEN BUSINESS CENTRE
WINGFIELD VIEW
CLAY CROSS
CHESTERFIELD
DERBYSHIRE
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