

# EU Drivers' Hours



## RECORDING DRIVERS' HOURS USING EITHER ANALOGUE OR DIGITAL TACHOGRAPH RECORDING EQUIPMENT



- “**other work**” irrespective of whether you are using analogue or digital tachograph recording equipment, **must** be recorded under the ‘crossed hammers’<sup>\*</sup>
- “**periods of availability**” **must** be recorded under ‘the box’:  
to ensure compliance with the Road Transport (Working Time) Regulations 2005.

\*Article 26 of (EC) No 561/2006 stipulates that “other work”, including work for another employer within or outside the sector, is recorded under the first symbol (‘the crossed hammers’) shown here and that periods of availability must be recorded under the second symbol (‘the box mode’).

## PRODUCTION OF RECORDS AT THE ROADSIDE TO ENFORCEMENT STAFF

You **must** be able to produce the following at the roadside, whenever an inspecting officer so requests:-

- Drivers using vehicles fitted with analogue tachograph recording equipment must produce:
  - record sheets (tacho. charts) for the current day and any completed in the previous 28 calendar days,
  - your digital tachograph driver card (if you have been issued with one, *even if never used*),
  - any manual records and/or printouts made during the same period.
- Drivers using vehicles fitted with a digital tachograph vehicle unit must produce:
  - your digital tachograph driver card,
  - manual records and printouts made during the current day and any completed during the previous 28 calendar days,
  - analogue tachograph record sheets (tacho. charts) for the same period (*i.e. covering occasions where you have driven an analogue tachograph equipped vehicle*).

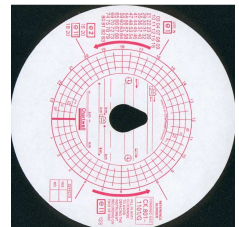
**DRIVERS: MUST HAND IN DRIVING RECORDS TO THE OPERATOR WITHIN 42 DAYS OF COMPLETION**  
**OPERATORS MUST DOWNLOAD DIGITAL TACHOGRAPH DRIVER CARDS EVERY 28 DAYS AND VEHICLE UNITS EVERY 56 DAYS**

**Damaged or lost driver cards:** If a driver is operating a vehicle fitted with a digital tachograph vehicle unit and his/her driver card is damaged, malfunctions or is lost or stolen, a printout (from the vehicle unit data record) must be produced at the start of the journey and a further printout (from the vehicle unit data record) must be produced at the end of the journey.

Both printouts must have the following information manually added by the driver:

- the driver’s name and driving licence number,
- periods of: other work, availability and rest / break not automatically stored by the vehicle unit,
- the driver’s signature.

**Records to be kept by a “part time” driver:** If you spend a day or days of any working week *not* driving an ‘in-scope’ vehicle you **MUST** still keep a manual record of all work carried out during those days. VOSA recommend that tachograph charts be used for this purpose, with the centre field of the chart completed as normal and the rear of the chart being manually completed with periods of work and breaks marked on the graph area normally available (as this example > )



**Reporting work carried out:** If you carry out work for more than one employer you **MUST** inform them all.

**IF YOU HAVE BEEN ISSUED WITH A DIGITAL TACHOGRAPH DRIVER CARD YOU MUST ALWAYS CARRY IT WITH YOU WHEN DRIVING ANY VEHICLE FOR COMMERCIAL PURPOSES**



**WARNING :** Since May 2009 VOSA have had the authority to issue fixed penalties at the roadside to drivers who they believe have not carried out a suitable daily walk round check; are not complying with the EU Drivers' Hours; are in control of an overloaded vehicle. Penalties can be between £30 and £200 and 3 penalty points.

**DO YOU CARRY OUT A WALKROUND CHECK EVERY DAY?**

**The EU Drivers' Hours shown below have been in place since 11<sup>th</sup> April 2007**

<b>Daily driving</b>	<b>The daily driving limit should not normally exceed 9 hours</b> although the daily driving limit may be extended to at most 10 hours, not more than twice during the week.
<b>Weekly driving</b>	<b>The weekly driving time must not exceed 56 hours</b>
<b>Fortnightly driving</b>	<b>Maximum 90 hours</b> - drivers' must make sure that the weekly driving limit and the fortnightly driving limit are always complied. <i>Previously (before 11.04.07) maximum 90 hours in any fortnight, just a wording change.</i>
<b>Breaks from driving</b>	<b>45 minutes</b> break in or immediately following 4½ hours accumulated or total driving time – can be broken down into an initial minimum period of <b>at least 15 minutes, followed by at least a 30 minute</b> break period, <b>in that order.</b> <i>Previously (before 11.04.07) could be broken down into 3 minimum periods of 15 minutes..... NOT ANY MORE!</i>
<b>Daily rest</b>	<b>11 hours daily rest</b> may be replaced by a reduced daily rest if it is at least 9 hours – a reduced daily rest may be taken up to 3 times between any two weekly rest periods – no compensation required. <i>Previously (before 11.04.07) compensation for reduced daily rest was required.</i>
<b>Weekly rest</b>	<b>Regular weekly rest period must be at least 45 hour's.</b> Can be reduced to a reduced weekly rest period of at least 24 hours in alternate weeks. Any rest taken as compensation for a reduced weekly rest period must be made up by the end of the 3 <sup>rd</sup> week following, attached to a rest period of at least 9 hours. <i>Previously (before 11.04.07) 45 hours regular weekly rest could be reduced to 36 hours at base or 24 hours away from base, with compensation made up by the end of the 3<sup>rd</sup> week, added to a rest of at least 8 hours. This 'at base or away from base' is no longer relevant.</i>
<b>Multi-manning</b>	<b>9 hours rest in 30 hours</b> permitted, with further allowance for a driver to operate the 1 <sup>st</sup> hour solo. <i>Previously 8 hours rest in 30 hours for each driver, with the need for all crew members to be present with the vehicle at all times within that period.</i>

**RECORD KEEPING**

Since 1<sup>st</sup> January 2008 there has been a legal requirement for drivers' to be able to produce records at the roadside, on request, for the current day and any completed in the previous 28 calendar days.

**ALWAYS USE THE CORRECT ACTIVITY MODE SWITCH ON THE TACHOGRAPH. IT IS INCORRECT AND CAN LEAD TO PROSECUTION TO LEAVE AN ANALOGUE TACHOGRAPH ACTIVITY MODE SWITCH PERMANENTLY SET ON THE 'BED' ACTIVITY MODE. THE ACTIVITY MODE SWITCH SHOULD ONLY BE SET ON 'BREAK/REST' WHEN A 'BREAK/REST' IS ACTUALLY BEING TAKEN.**

**A DIGITAL TACHOGRAPH VEHICLE UNIT DOES NOT RECORD BREAK / REST UNLESS THE DRIVER PHYSICALLY SELECTS THE 'BED' MODE WHEN THE VEHICLE IS STATIONERY. IF THE VEHICLE MOVES, EVEN FOR ONLY A FEW INCHES, THE ACTIVITY MODE WILL AUTOMATICALLY REVERT BACK TO 'DRIVING' THEN ONTO 'OTHER WORK' WHEN THE VEHICLE BECOMES STATIONERY AGAIN.**

**IF YOU HAVE BEEN ISSUED WITH A DRIVER CARD YOU MUST CARRY IT WITH YOU AND MAKE IT AVAILABLE FOR INSPECTION ON REQUEST. REMEMBER - EVEN IF YOUR DRIVER CARD HAS NEVER BEEN USED TO RECORD DATA YOU MUST KEEP IT WITH YOU WHEN DRIVING PROFESSIONALLY.**



Every professional truck driver is required to undertake 35 hours of approved periodic training every five years (Since September 2009). It is recommended that the training is taken in 7 hour modules, one module each year. There are not any examinations or tests to pass, just a requirement to undertake periodic training.