Roadside Inspection Guide

This documentation applies to requirements specified in the National Safety Code (NSC) Standards and Provincial/Territorial Regulations.

You, the driver, are responsible for all functions related to Roadside Inspection within the Encompass® ELD application. Review this guide and be prepared to demonstrate, guide and retrieve required information for Government Jurisdictional Roadside Inspectors within the Encompass® ELD application. This document provides instruction for the data transfer method allowed under NSC Standards and Provincial/Territorial Regulations, along with the visual display option using the Roadside Inspection Mode.

DRIVER

Device Setup for Enforcement Officer

1. Select the **Roadside Inspection** icon from the Dashboard
2. Select either **Data Transfer** or **Roadside Inspection Mode**

Data Transfer

1. Confirm the initiation of the data transfer
2. Certify logs, if they have not been previously certified
3. Enter **email address** provided by enforcement officer
4. Enter **Safety Official/Investigation Code** provided by enforcement officer
5. Select **Transfer,** acknowledge transfer receipt, select **Done**

Roadside Inspection Mode

1. Enter Driver password used to log in, select **OK**
2. Provide device and instruction card to Enforcement Officer

Exit Roadside Inspection

1. Select **Exit Roadside Inspection**
2. Enter Driver password used to log in, select **OK**

ENFORCEMENT OFFICER

This only applies if Roadside Inspection Mode is being used (not Data Transfer).

View Driver Information

1. Select date to review
2. Scroll to review **Header**, **Graph Grid** and **Event Detail** information

View Unidentified Driver Information

1. Select date to review
2. Scroll to review **Event Detail** Information

TEAM DRIVERS

This only applies to Team Drivers sharing the same device.

1. First team driver should follow instructions in Driver section above
2. Once the Inspector has completed review, the first driver must exit Roadside Inspector mode (above)
3. Select **Menu>System Menu>Team Drivers Share>Switch**
4. Second team driver to follow instructions in the Driver section above

Encompass® ELD

ELD Malfunction Requirements & Recordkeeping Procedures During ELD Malfunctions

For more information visit:

Transport Canada - https://tc.canada.ca/en/road-transportation/electronic-logging-devices

If you notice that the logging device isn't working correctly (the ELD will display a malfunction code), tell your motor carrier as soon as the vehicle is parked. You must also switch to using daily paper logs until you return to the home terminal from your current trip.

Make sure to include the following information in your record of duty status (RODS):

- The malfunction code,
- The date and time when you noticed the malfunction, and
- The time that you notified the motor carrier about it.

You must continue to record the malfunction code in your RODS until the device is repaired or replaced, which your motor carrier should do:

- Within 14 days, or
- Once you return to the carrier's home terminal, if your trip was longer than 14 days.

24/7 DRIVER SUPPORT

Toll Free 800-327-1342 Ext. 8223

Phone 920-722-2848 Ext. 8223

Roadside Inspection Hotline 855-215-3637

Email ELDSupport@jjkeller.com

Free ELD Driver Training Videos

Free Interactive ELog Training www.jjkellertraining.com

Online Troubleshooting & Guides https://support.jjkeller.com

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