Best Practice Guidance: Annotations for Clearing Unassigned Driving Events

As part of the ELD Mandate, motor carriers are required to provide an annotation on why an unassigned driving event is being cleared. The purpose for the annotation is to ensure that clearing of these events is not being done to extend the work day for a driver. The FMCSA has stated that failing to log into an ELD is the number one falsification method that is occurring within the industry. Prior to clearing an event, it is important that you are looking at the following to assign the time to a driver:

- Who was driving the unit before and after the unassigned driving event?
- What unit was the driver in before and after the event?
- Are there any maintenance records for the unit during the time of the unidentified driving event?

Cleared events are maintained within Encompass for the required retention for log retention (6 months).

When you are unable to assign time to a driver and make the decision to clear the event, it is important that you are providing enough information to explain why the event could not be assigned to a specific driver. Think *"who, what, when, where, why"* to ensure clarity and diligence.

Examples of scenarios and annotations:

Scenario	Best Practice Annotation
Truck is at maintenance shop	At NVD for repairs /PM service. WO#12345.
Truck is being delivered (not in Company possession yet)	Auto Truck delivery – new unit.
Unable to identify driver	Unable to ID despite investigation
Truck moved by someone in a yard/non-public roadway	Moved by J.Doe in yard.

If time should be non-regulated / yard move, the event should not be cleared. Within the Unassigned ELD Events area in Encompass, you would select "Process as Yard Move" versus "Clear Alert".