

DRIVER QUALIFICATION GUIDELINES

GENERAL APPLICANT REQUIREMENTS

1. Be at least 21 years old or older. (391.11 b 1)
2. Read & speak the English language sufficiently to converse w/general public, understand safety signs & signals and respond to official inquiries & make entries on reports/records (391.11 b 2)
3. Must have obtained a US or CN **non-probationary** license >6 mos. previous to applying
4. Licensed in State of Residence (30 days to get transferred) (383.23)
5. Cannot currently hold an "Occupational or Restricted" license
6. Has the legal right to live and work in the U.S. or Canada
7. Passes training/orientation requirements (*including a road test-391.11)

DRIVING HISTORY

Must be able to obtain driving record from each US/CN/MX state/province where a motor vehicle license was held in the past **3 yrs.** (391.23 a 1) (**5 yrs.** if available)

Review applicant's driving history for unsafe trends along with the following:

Tickets:

(NOTE: Timeframes determined from violation date, not conviction date. Multiple tickets received for the same incident should be considered as one (1) ticket)

In A Personal Vehicle (POV):

General Guidelines:

1. No more than **2** tickets for moving violations in the past **12** months or **4** tickets in the past **36** months.
 2. **No** tickets for operating a motor vehicle without permission of the owner in the past **36** months
 3. **Never** - violating a vehicle traffic law (parking n/a) in connection with a fatal accident. (383.51 c 5)
 4. **Driving with an expired license:** **0** = past **12** months
- (2) violations for any #5 - #7 in the last three (3) years**
5. Speeding in excess of 15mph of posted speed limit (383.51 c 1)
 6. Making improper or erratic traffic lane changes (383.51 c 3)
 7. Following the vehicle ahead too closely (383.51 c 4)

No violations for #8 - #14 in the past 5 years:

8. Reckless Driving (383.51 c 2)
9. Careless Driving (if 4+ points) or causing an accident
10. Leaving the scene of an accident (383.51 b 5)
11. Reckless homicide or involuntary manslaughter.
12. Speed exhibition, contest or drag race
13. Assault with a motor vehicle
14. Fleeing or eluding police

In A Commercial Motor Vehicle (CMV):

General Guidelines:

15. No more than **2** tickets for moving violations in the past **12** months or **4** tickets in the past **36** months.
16. No violations for **Driving with an expired license** in the past 12 months

No violations for #17 - #19 in the last 3 years:

17. Violation of an Out-Of-Service order.
18. Operating a CMV with more than 1 CDL
19. Operating a motor vehicle without permission of the owner

Only (1) violation for #20 - #24 in the last 3 years:

20. Driving a CMV without a CDL in driver's possession (383.51 c 7)
21. Driving a CMV w/out proper endorsements for cargo (383.51 c 8)
22. Speeding in excess of 15mph of posted speed limit (383.51 c 1)
23. Making improper or erratic traffic lane changes (383.51 c 3)
24. Following the vehicle ahead too closely (383.51 c 4)

No violations for #25 - #26 in the past 5 years:

25. No tickets for fleeing or eluding police
26. Driving a CMV without obtaining a CDL (383.51 c 6)

No violations for #27- #31 in the last 10 years:

27. Reckless Driving (383.51 c 2)
28. Careless Driving (if 4+ points) or causing an accident
29. Leaving the scene of an accident (383.51 b 5)
30. Speed exhibition, contest or drag race
31. Assault with a motor vehicle

Never a violation for #32 - #35:

32. Violating a vehicle traffic law (parking n/a) in connection with a fatal accident. (383.51 c 5)
33. Violation for reckless homicide or involuntary manslaughter.
34. Violation for using a CMV to commit a felony (383.51 b 6)
35. Causing a fatality thru negligent operation of a CMV, including, not limited to, vehicle homicide, manslaughter, negligent homicide by a motor vehicle (383.51 b 8)

Suspensions/Revocations/Disqualifications:

In A POV or CMV: (current license status must be valid or active)

1. License suspensions/revocations/disqualifications:
0 = past 36 months, **1** = past 10 years
(Exceptions= unpaid tickets, proof of financial responsibility, failure to appear in court or medical reasons)

In A POV:

2. **Driving not licensed or while license suspended/revoked/disqualified:**
0 = past 36 months, **2** = past 10 years (383.51 b 7)

In A CMV:

3. **Driving while license suspended/revoked/disqualified:**
0 = past 36 months, **1** = lifetime. (383.51 b 7)

Drug/Alcohol Related Offenses

In A POV: 0 = past **5** years, **1** = past 10 years, **2** = lifetime (**#1-#4 below**)

1. Drug/Alcohol offense in a motor vehicle (383.51 b 1-3)
2. Refusal to take test required by implied consent or similar law (383.51 b 4)
3. Violation of an "open container" or similar statute
4. Illegal transportation of alcohol

In A CMV: #1 thru #4 above, plus #5 below = NEVER (383.51 b 1-4)

5. **Selling or transporting drugs in a CMV (Felony)** (383.51 b 9)

ACCIDENTS

**Exceptions managed through Schneider Safety Department only*

In A POV: No accidents for #1-4 (based on citations or self-report) in the past 5 years:

1. Careless or reckless resulting in an accident
2. Rear-end collision or lane change accident at **30+ mph**
3. Falling asleep accidents
4. Loss of control causing a rollover or hitting a moving vehicle

In A CMV:

5. No more than **3 preventable** accidents in the last 3 years (**36** months)
6. **No Severe** accidents in the past **10 years** of continuous **CDL** experience in a **CMV, straight truck, dump truck, bus limo, etc.** to include:
 - a. Loss of control or jackknife, U-turn on public roadway, or backing across a roadway (even if it did not result in an accident)
 - b. Trailer disconnect on roadway (even if there was no accident)
 - c. Careless or reckless resulting in an accident
 - d. Rear-end collision or lane change accident at **30+ mph**
 - e. Falling asleep accidents, to include run-off-the-road accidents at roadway speed
 - f. Rollover accident

Schneider Rehires:

#6 (a-f) above, plus # 7 below:

7. No DOT preventable or >\$15K preventable accidents in the past **4** years (with Schneider or other carrier.)

EMPLOYMENT HISTORY

Work history, to include military, for the past 3 years must be supplied by the applicant. Inconsistencies in work history will be reviewed. (391.21 10)

Pre-Employment & Employment Drug & Alcohol Screens:

1. No positive drug or alcohol tests or refusals to test while in a DOT safety sensitive function- **NEVER.** (40.25)

PHYSICAL/DRUG REQUIREMENTS

1. Pass physical requirements to drive a CMV in accordance with FMCSA and Schneider. (391.41)
2. Pass pre-employment drug screens (at Schneider-approved clinic) (382.301)
3. Capable of performing all job functions to include: heavy lifting, bending, squatting, stepping and sitting for extended periods of time.

CRIMINAL HISTORY

The underlying circumstances of all pending criminal charges/convictions will be evaluated for substantial relationship to the role of a Commercial Motor Vehicle Operator. (see next page)

*Schneider's qualifications may be changed by Schneider without prior written notification.
Updated 08/01/11*

Pending Criminal Charges and Convictions
Guidelines for Making Hiring Decisions

“The underlying circumstances of all pending criminal charges/convictions will be evaluated for substantial relationship to the role of a Commercial Motor Vehicle Operator.”

What are the implications of the above statement?

In order to provide for a truly holistic evaluation of driver candidates, each associate needs to understand the context of the above statement and its implications.

- Due to driver associates spending a vast majority of their working time over-the-road and largely unsupervised, we must insure that those to whom we give conditional job offers can be entrusted with Schneider equipment and our customer’s freight.
- In the course of the interview process and as we conduct the DOT required character and background checks, each associate must keep in mind the **underlying circumstances** of convictions and/or pending criminal charges which must be evaluated on a **case-by-case basis** under the appropriate state laws and whether **such circumstances substantially relate to the job duties of a Commercial Motor Vehicle Operator.**
- The list below, which is not all inclusive, should act as a guideline in making such determinations, but each case is unique and must be evaluated on a case-by-case basis.
- Candidates with a **pending charge** or who are on **probation** must be reviewed with a Driver Recruiting Regional Operations Manager. Candidates with a pending warrant must get warrant resolved before continuing in hiring/leasing process.

Charges/Convictions not listed below must also be evaluated – this list is not all-inclusive!

Major Felony charges/convictions:

Armed Robbery	Arson	Attempted Murder
Child Endangerment	Child Molestation	Conspiracy
Espionage	Hijacking	
Homicide/Murder/Manslaughter (vehicular also)		Kidnapping
Pornography	Prostitution	Rape (Forcible)
Sex Offenses (Forcible)	Terrorism	Treason

Other Felony charges/convictions:

Assault (other than Simple)	Aggravated Assault	Auto/Grand Theft
Burglary	Drug Possession/Use/Selling/Transporting	
Embezzlement	Forgery	Fraud
Indecent Exposure	Robbery	Theft/Larceny
Weapon – Concealed/Possession		

Major Misdemeanor charges/convictions:

Child Endangerment	Child Molesting	Stalking
--------------------	-----------------	----------