

Client Services Update



March 2005

THE ROAD TO SAFETY AND COMPLIANCE

On-Site
Training

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- Topics customized to your company's needs - HazMat, General Safety, Hours of Service Logging
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(Emergency Response Guide)

Books are finally here! Call Fleet if you are in need of ERG or FMCSR books...



Fleet Safety Services, Inc.
18 John Street Place
Worcester, MA 01609
www.fleet-safety.com

Phone: 508-791-1971
800-215-2490
Fax: 508-831-7611

HazMat Endorsement Information

Criminal background checking to obtain a HazMat endorsement for CDL drivers has become law under the Patriot Act. Individuals seeking to obtain a CDL, in addition to fulfilling the training and examination requirements for licensing, must also submit to fingerprinting and a criminal background check, drivers who currently hold a CDL with a Hazmat Endorsement will also be required to be fingerprinted and have a background check when they are up for renewal. **It could take approximately 30 days to receive the results of the background check. Encourage your drivers to apply for or renew their licenses on a timely basis!**

The procedure is as follows for those applying for a CDL with a HazMat endorsement (*information presented as per the Massachusetts Registry*).

1. Go to a RMV branch office, complete a license application, present required identification documentation, pay applicable fees, and take the hazardous materials knowledge exam. If the applicant passes the hazardous materials knowledge exam, he/she will receive a hazardous materials Pass Certificate. Exam results are valid for two years.

2. Contact IBT, the Transportation Security Administration's vendor, at 1-877-429-7746 or www.hazprints.com to identify locations nationwide where you can apply for a background check. Applications may also be completed on line at the hazprints site. Applicants will need to visit the vendor's location (see below for Massachusetts locations) and do the following ...

- Present ID to verify identity
- Present Commercial Driver's Permit or License and the hazmat materials Pass Certificate issued by the RMV
- Complete a background check application
- Pay a \$94 fee (money order, check or credit card)
- Be fingerprinted

The Transportation Security Administration (TSA) will notify applicants, via mail, of the results and also notify the RMV. The results of the background check are valid for five years. Reminder: Employers must still perform the previous employer background checks required under §391 of the FMCSR

If applicant receives notification that he/she passed the background check and applicant . .

- Currently Has a MA Commercial Driver's Licence

He or she would return to a branch office with the current license and pay a \$15 fee to be issued a license with the hazardous materials endorsement. The licensee will receive a temporary paper license at the branch, and the permanent license will be mailed. This transaction can only be processed if the RMV has received confirmation from TSA that

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he/she passed the background check. While unlikely, if the applicant has received a letter from TSA, but the RMV has not received the results from TSA, the RMV will not be able to add the hazmat endorsement to the license until the RMV receives confirmation.

- Currently Has a MA Commercial Learner's Permit with Hazmat Endorsement

The hazardous materials endorsement will be added to the license when the applicant is issued a commercial license provided that the RMV has received confirmation from TSA that the applicant passed the background check. If the applicant fails the background check, he/she is not eligible for a hazardous materials endorsement. Go to TSA's website (www.tsa.gov) for appeal and waiver information.

Federal background checks will be required for hazardous materials endorsement renewals beginning May 31, 2005. License holders will be required to pass a federal background check prior to license renewal in order to maintain the hazardous materials endorsement on the license. If a license holder does not meet the background check criteria or pass the background check, his/her commercial driver's license will be renewed without the hazmat endorsement.

There are two locations in Massachusetts to apply for the background check and be fingerprinted. Please contact the Fleet Safety office or your state division of motor vehicles/registry for information on background check/fingerprinting locations in other states (a list of locations is available at www.hazprints.com)

EMSI Woburn
800 W. Cummings Park - Suite 5225
Woburn, MA 01801
781-376-1806
woburn.exam@emsinet.com

EMSI Worcester
70 James St. - Suite 205
Worcester, MA 01603
508-755-3650
[worchester.exam@emsinet.com](mailto:worcester.exam@emsinet.com)

Accident Reporting

Please contact Fleet Safety if you are interested in obtaining sample accident report forms and a sample accident register. Forms are customizable and can be emailed, sent to you on disc or paper copies. Remember, under FMCSR regulations, you must keep a record of all DOT reportable accidents (accidents where a fatality, injury treated away from the scene and or a tow away of any involved vehicle. Asking your drivers to complete accident report forms will help you to develop an accurate record of each accident and may also help with insurance investigations and claims . Call the office or email Michelle at mkasouf@fleet-safety.com

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