

2024 Compliance Best Practices Checklist

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Find out if your fleet is using the most efficient and effective practices for compliance management. Just answer “Yes” or “No” to each question, then refer to the scoring guide.

- Y N Does your company actively promote a culture of safety to its workforce?
- Y N Do you have a process or system for keeping your entire team updated on the latest safety regulations?
- Y N Have you moved beyond relying on paper files for day-to-day compliance management?
- Y N Have you moved beyond relying on spreadsheets for day-to-day compliance management?
- Y N Do you have a centralized software platform for storing and managing driver qualification (DQ) files?
- Y N Are your DQ files stored in a secure, ISO-certified, SOC2 environment?
- Y N Do your drivers receive automatic alerts about expiring compliance documents and policies that need to be signed?
- Y N Can your drivers sign documents and policies remotely by e-signature?
- Y N Can your drivers update their own compliance documents through a secure online portal?

- Y N Is your safety team automatically alerted when drivers have compliance documents at risk of expiring?
- Y N Can you easily assign and track the completion of orientation training, remedial training and/or corrective action training?
- Y N Are you able to spend the majority of your time focusing on strategic initiatives as opposed to undertaking manual compliance management tasks?
- Y N If you contract owner operators, do you have a system for tracking their compliance documents and equipment maintenance?
- Y N Are you part of an insurance captive (a group self-insurance program)?
- Y N In case of a DOT audit, are you able to quickly grant an auditor access to the information they need, and ONLY the information they need?

Scoring Guide

14-15 "Yes" Answers



Nice job! You're all over it. You have efficient and effective compliance practices in place.

10-13 "Yes" Answers



You're falling a little behind the game. Consider implementing additional compliance processes and systems to avoid disruptions.

0-9 "Yes" Answers



You're at an elevated risk of DOT non-compliance disruptions. Consider taking urgent action to improve your compliance management practices.

Want to be at the forefront of compliance management?

Contact [TruckRight](#) to learn how our software can help you streamline compliance and ensure you're at the leading edge when it comes to best practices.



COMPLIANCE Done Right



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This checklist is intended for informational purposes. It should not be construed as legal advice.