



2. Estimate of number of LCV dispatches\* into, through or from Alberta

\_\_\_\_\_ *in the past year for re-applications, or in the next year for new applications*

\* A "Dispatch" is defined as "a movement of freight from origin to destination. Where multiple shipments are included in one truckload they shall be considered to be one dispatch.

3. Does your company possess an LCV permit in another Jurisdiction?

Yes     No

If YES, list jurisdiction(s) and Safety Fitness identification number(s)

\_\_\_\_\_ *(Jurisdiction)*

\_\_\_\_\_ *(Safety Fitness Number)*

\_\_\_\_\_ *(Jurisdiction)*

\_\_\_\_\_ *(Safety Fitness Number)*

4. Have you been

(a) denied a permit or had any permit or certificate cancelled or suspended in Alberta or by any other jurisdiction in the past 12 months?

Yes     No

(b) associated with a carrier or company that had any permit or certificate cancelled in Alberta or by any other jurisdiction in the past 12 months?

Yes     No

If YES, list jurisdiction(s) and Safety Fitness identification number(s)

\_\_\_\_\_ *(Jurisdiction)*

\_\_\_\_\_ *(Safety Fitness Number)*

\_\_\_\_\_ *(Jurisdiction)*

\_\_\_\_\_ *(Safety Fitness Number)*

Comments

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

5. Has the Applicant, the Applicant's partners, Directors, Shareholders or beneficial owners of the applicant motor carrier, at any time been subject to a "Conditions" or Unsatisfactory" safety fitness rating in any jurisdiction in North America, including Alberta, for any commercial transportation operation?

Yes     No

If YES, list jurisdiction(s) and Safety Fitness identification numbers(s)

<i>(Jurisdiction)</i>	<i>(Safety Fitness Number)</i>
<i>(Jurisdiction)</i>	<i>(Safety Fitness Number)</i>

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**Section C: Description of the Nature of Your Transportation Business** *(including identification of general types of commodities/loads being transported)* **(Add additional pages, if required)**

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**Section D: National Safety Code Compliance**

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1. Which of the following have you implemented?

- Written Safety Plan - *Commercial Vehicle Certificate and Insurance Regulation, (AR 314/2002)*
- Individual Driver Files - *Commercial Vehicle Certificate and Insurance Regulation, (AR 314/2002)*
- Written Maintenance Plan - *Commercial Vehicle Safety Regulation, (AR 121/2009)*
- Individual Vehicle Files - *Commercial Vehicle Safety Regulation, (AR 121/2009)*
- LCV Driver Certification Process (that meets all requirements specified in the LCV permit conditions General Provisions A(7)).

2. Which of the following reference material have you obtained? (See: [www.transportation.alberta.ca/](http://www.transportation.alberta.ca/))

- A copy of all relevant legislation (e.g. *Hours of Service, Maintenance, Safety, etc.*)
- A copy of your Carrier Profile within the past year
- A copy of Alberta's Reference Guide for Hours of Service Training Development
- A copy of Alberta's Education Manual on general transportation compliance

**3. Have you undergone a full National Safety Code (NSC) audit in Alberta, within the last 3 years?**

Yes     No

If YES, specify

- Date of Audit \_\_\_\_\_
- Score on Audit \_\_\_\_\_

If NO, the department (Transport Engineering) will determine when an Audit will be required.

**Section E: Description of Internal Controls to Ensure Compliance**

Briefly describe any process(s) you have in place such as staff training, internal monitoring and staff discipline, to ensure compliance with applicable Safety Laws *(including but not limited to the operation and control of vehicles, weight and dimensions, vehicle maintenance and repair, safe loading.)* **(Add additional pages, if required)**

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**Section F: Driver Information**

1. Complete the attached **Driver Check List (Appendix A)** that identifies the drivers that will be authorized to operate using this permit. You are required to provide updates of the Driver Check List to the Director, Transport Engineering when staff changes are made.
2. Have all drivers **(listed on the Driver Check List Appendix A)** who are authorized to operate vehicles under this permit, completed applicable training *(see attached minimum criteria Appendix B)*

Yes     No

**If NO, explain:** *(No driver, even if included on the Driver List, can use this permit until they have completed all the required training)*

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## **Section G: Collision Information**

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The permit holder must investigate and document the results of every traffic accident involving a commercial vehicle registered to the permit holder for more than 4500 kilograms that resulted in:

- a) The death of a person;
- b) An injury requiring treatment by a medical doctor;
- c) A condition that causes an employee to lose consciousness; or
- d) Damage to all property, including cargo, totaling \$2,000 or more

Those collisions found to have occurred while operating under this permit must be evaluated to determine if the collision was **preventable** on the part of the permit holder and/or their driver(s).

Each evaluation must use the criteria established by the **National Safety Council** ([www.nsc.org](http://www.nsc.org)).

Each evaluation and follow-up action(s) taken must be fully documented and retained by the permit holder for at least the current year and the following 4 years.

Any collision considered non-preventable may be submitted to Alberta Transportation for verification (see [www.transportation.alberta.ca/656.htm](http://www.transportation.alberta.ca/656.htm)).

**Verified non-preventable collisions will not be used to help determine the carrier's risk associated with operation under this permit.**

*Note that submission of a Collision Report Form to the Director of Carrier Services is no longer required under this permit. However, at any time the Director may verify that collision evaluations are being conducted, preventability is being determined as specified, reports are being prepared and retained, and actions are being taken to ensure future similar collisions are being avoided*

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## **Section H: Safety Review**

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Prior to issuance of this permit, the department will determine:

- a) Whether this permit application is complete;
- b) Whether your vehicles meet the requirements, as defined by this permit,
- c) That the following information is acceptable:
  - i. the contents of your current Alberta Carrier Profile;
  - ii. past compliance to "safety laws" in Alberta or in any other jurisdiction;
  - iii. the results of an Alberta NSC Audit conducted within the last 3 years;
  - iv. content and implementation of applicant's policies/procedures regarding driver training on compliance for operation of a long combination vehicles,
  - v. content and implementation of applicant's written policies/procedures regarding the applicant's compliance to all permit conditions; and
  - vi. any other information the Director considers appropriate.

**At the end of this preliminary review, the Director may:**

- a) Issue the permit for the full year;
- b) Issue the permit with a reduced time period;
- c) Apply conditions to be satisfied prior to issuing or renewing the permit;
- d) Table the application until it is considered "complete" or Applicant is verified as being in compliance;
- e) Not support issuing the permit due to safety/compliance concerns.

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## Section I: Permit Conditions

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### Summary of Permit Conditions:

- a. Permit Holder must have and maintain an acceptable Carrier Profile (including R-Factor score), general NSC compliance (including good audit score) and permit compliance (including good Permit Inspection score, when available).
- b. Only drivers who have been fully trained in all required industry-related courses are authorized to utilize the permit exemption.
- c. All drivers, dispatchers, and transportation safety management, operating or responsible for compliance under the permit, must have successfully completed the specified the training
- d. The Permit Holder must have and implement a written policy which identifies that they effectively monitor the compliance of each driver to permit.
- e. The Permit Holder must have and implement specific written policies and procedures identified in their safety program to ensure that all conditions of the permit are being complied with at all times.

### Do you understand and agree to abide by these policies?

Yes       No

### If NO, explain:

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## Section J: Certification

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**I certify that I understand and agree to abide by the above requirements, and that information provided in this application is true and correct.**

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*Print Name*

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*Signature*

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*Position/Title*

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*Date*

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*Email Address*

### Mail or Fax Completed Application to

Central Permit Office  
Transport Engineering  
401 4920 51 Street  
Red Deer, AB T4N 6K6

Fax 403 340-5278  
Phone 800 662-7138 or 403 342-7138 (Toll free in Alberta by first dialing 301-0000)



Driver Check List
Appendix A

Long Combination Vehicle (LCV)
Exemption Permit Application

July 10, 2014

Carrier \_\_\_\_\_

MVID \_\_\_\_\_

Long Combination Vehicle (LCV) Driver List as of \_\_\_\_\_

Table with 13 columns: DRIVER NAME, Birth Date, Driver Licence Class and Jurisdiction, Driver Licence Number, Driver Licence Expiry Date, 2 YEAR / 150 km Experience with Articulated Vehicle, LCV Card Expiry Date, LCV Card Issue Date, Driver Abstract Date, Number of Convictions LAST TWELVE MONTHS, Number of Convictions LAST THREE YEARS, PDIC Course Date, LCV Course Date, Annual Training Date. Includes a sample driver row.

\* Based on Driver's Abstract dated within 1 month prior to the date of the Driver's LCV Certificate
\*\* Proof of passing a PDIC course within the last 48 months
\*\*\* Received instruction on all current regulations and permit conditions for LCV's within the past 12 months



**Driver Check List**  
**Appendix A**

**Long Combination Vehicle (LCV)  
Exemption Permit Application**

July 10, 2014

Carrier \_\_\_\_\_

MVID \_\_\_\_\_

Long Combination Vehicle (LCV) Driver List as of \_\_\_\_\_

DRIVER NAME	Birth Date	Driver Licence Class and Jurisdiction	Driver Licence Number	Driver Licence Expiry Date	2 YEAR / 150 km Experience with Articulated Vehicle	LCV Card Expiry Date	LCV Card Issue Date	Driver Abstract Date	Number of Convictions LAST TWELVE MONTHS (no more than 2 in 12 months)*	Number of Convictions LAST THREE YEARS (no more than 3 in 36 months)*	PDIC Course Date **	LCV Course Date	Annual Training Date ***
	mm/dd/yy			mm/dd/yy	YES / NO	mm/dd/yy	mm/dd/yy	mm/dd/yy	mm/dd/yy	mm/dd/yy	mm/dd/yy	mm/dd/yy	mm/dd/yy
Sample Driver	01/15/39	1 AB	123456-789	01/31/17	Yes	02/19/14	03/19/13	02/20/13	0	0	02/14/13	01/16/07	01/31/14

\* Based on Driver's Abstract dated within 1 month prior to the date of the Driver's LCV Certificate  
 \*\* Proof of passing a PDIC course within the last 48 months  
 \*\*\* Received instruction on all current regulations and permit conditions for LCV's within the past 12 month



**The driver must meet the following qualifications:**

1. Hold a valid Class 1 driver's licence or equivalent.
2. Have a minimum of 24 months or 150,00 km of driving experience with articulated vehicles
3. Passed a Professional Driver Improvement Course (PDIC) within the past 48 months.
4. Passed the Alberta Motor Transport Association's "Longer Combination Vehicles (LCV) Driver Training course" or equivalent.
5. Provide a driver abstract, dated not more than one month prior to the issue date of the LCV Driver's Certificate. The certificate must show no driving-related criminal code convictions in the prior 36 months; no more than 2 moving violations in the prior 12 months; and no more than 3 moving violations in the prior 36 months. The date of conviction and the current date will be the dates used to determine time periods.
6. In the 12 months the driver has been instructed on all current regulation, permit conditions and issues covering the operation of LCV's.

**Sample LCV Driver Certificate** as referenced in:

**Attached Conditions for Operation of Long Combination Vehicles, General Provisions A(7), page 1.**

Government of Alberta <i>(Company Name)</i>	
 <p>Alberta Government <i>(Company logo)</i></p>	
John Doe <i>(Employee Name)</i>	
is authorized to operate a Long Combination Vehicle (LCV) under permit.	
Issue Date:	May 6, 2011
Expiry Date	May 5, 2012
<hr/>	
<i>Signature of Company Official</i>	
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<i>Print name of Company Official</i>	