
Commercial Vehicle Safety Compliance in Alberta

Updated July 2022



Alberta 

NOTICE TO READERS

Every effort has been made to ensure that the information in this document is accurate at the time of preparation. However, this document is intended to serve only as a guide and a summary of the regulations. It cannot replace first-hand information such as specific legislation.

The material in this document is not intended to represent a full training course in any subject area covered. However, it may form part of a carrier's larger training program. The reader is invited to reproduce all or part of this document, however, at no time should the information contained here be altered in any way nor used in a manner that would change the intended meaning of the material or its accuracy.

Electronic Use of this Manual

This manual was developed to be interactive for internet users. There are hyperlinks that the reader can click for more information.

Hard Copies of this Manual

Hardcopies of this manual are available for purchase from:

Alberta Motor Transport Association (AMTA)

#1, 285005 Wrangler Way
Rocky View, Alberta T1X 0K3
Phone: 800-267-1003
Website: www.amta.ca

TABLE OF CONTENTS

INTRODUCTION.....INTRODUCTION - 1

- Purpose of this Manual
- Intended Users
- Applicable Legislation
- Resources for Carriers

MODULE 1 – GETTING STARTED..... MODULE 1 - I

Module Contents

- Writing a Business Plan
- Business Licences and Permits
- Taxes and Employer Responsibilities
- Health and Safety Responsibilities
- Licensing and Registration
- Safety Fitness Certificates
- Pre-Entry Program
- Carrier Insurance
- Getting Started: Checklist

MODULE 2 – THE NATIONAL SAFETY CODE..... MODULE 2 - I

Module Contents

- The National Safety Code Introduction
- The National Safety Code Standards 1 through 16
- Summary—Provincial and Federal laws that affect commercial carriers

MODULE 3 – LICENSING, REGISTRATION AND INSURANCE MODULE 3 - I

Module Contents

- Driver Licensing
- Vehicle Registration
- Safety Fitness Certificates
- Operating Status
- International Registration Plan (IRP)
- International Fuel Tax Agreement (IFTA)
- Insurance Requirements

MODULE 4 – WEIGHTS AND DIMENSIONS..... MODULE 4 - I

Module Contents

- Vehicle Weights and Dimensions
- Maximum Allowable Weight Calculator
- Signs on Vehicles
- Maximum Dimensions
- Permits
- Overdimensional Safety Requirements
- Escort Vehicle Requirements
- Getting Permits in Alberta: Online Services
- Road Restrictions and Road Bans
- Resources for Carriers

MODULE 5 – SAFETY PROGRAMS, DRIVER FILES AND RECORD KEEPING..... MODULE 5 - I

Module Contents

- Safety Programs
- Mandatory Entry-Level Training (MELT)
- Driver Training
- What is a Safety Program?
- Safety Officer Responsibilities
- Writing the Safety Program
- Reviewing a Safety Program
- Benefits of Implementing a Safety Program
- Due Diligence
- Module 5 Appendices

MODULE 6 – MAINTENANCE PROGRAMS, VEHICLE FILES AND RECORD KEEPING..... MODULE 6 - I

Module Contents

- Maintenance and Inspection Programs
- What is a Maintenance and Inspection Program?
- Writing the Maintenance Program
- Benefits of Implementing a Maintenance and Inspection Program
- Carrier Responsibilities
- Checklists and Monitoring Tools
- Module 6 Appendices

MODULE 7 – FEDERAL HOURS OF SERVICE REGULATIONS MODULE 7 - I

Module Contents

- Federal Hours of Service Regulations
- Responsibilities of Motor Carriers, Shippers, Consignees, and Drivers
- General Exemptions
- Driver Duties
- Log Books
- Federal Driving Limitations
- Sleeper Berths
- Internal Monitoring
- Permits
- Enforcement and Penalties
- Fatigue Management
- Resources for Carriers
- Module 7 Appendices

MODULE 8 – PROVINCIAL HOURS OF SERVICE REGULATIONS MODULE 8 - I

Module Contents

- Provincial Hours of Service Regulations
- Responsibilities of Drivers
- Exemptions
- Driver Duties
- Log Books
- Provincial Driving Limitations
- Internal Monitoring
- Permits
- Enforcement and Penalties
- Fatigue Management
- Resources for Carriers

MODULE 9 – CARGO SECUREMENTS..... MODULE 9 - I

Module Contents

- Cargo Securement Standards
- Securement Devices
- General Securement
- Commodity Specific Securement
- Resources for Carriers

MODULE 10 – TRANSPORTATION OF DANGEROUS GOODS.... MODULE 10 - I

Module Contents

- Introduction to Dangerous Goods
- What are Dangerous Goods?
- Classification of Dangerous Goods
- Documentation
- Dangerous Goods Safety Marks
- Dangerous Goods Training
- Emergency Response Assistance Plans (ERAP)
- Reporting Requirements
- Alberta Edge (Environmental and Dangerous Goods Emergencies)
- Resources for Carriers
- Module 10 Appendices

MODULE 11 – CARRIER PROFILES AND SAFETY

FITNESS RATINGS..... MODULE 11 - I

Module Contents

- Carrier Profiles and Safety Fitness Ratings
- Obtaining Carrier Profile Reports
- Parts of a Carrier Profile Report
- Partners in Compliance (PIC)
- Resources for Carriers

MODULE 12 – CARRIER MONITORING AND INTERVENTION..... MODULE 12 - I

Module Contents

- Carrier Monitoring
- New Carrier Compliance Reviews (NCCRS)
- Facility Audits
- Preparing for an Audit or Review
- Conducting NCCRS and Facility Audits
- After the Audits and Reviews
- Carrier Intervention and Discipline
- Consequences of Non-Compliance
- Resources for Carriers
- Module 12 Appendices

MODULE 13 – 511 ALBERTA..... MODULE 13 - I

- Introduction to 511 Alberta
- Types of Information and Sources
- 511 Alberta Website Features
- 511 Alberta Mobile App
- My 511 Alberta
- Twitter Alberta
- Weather Stations and Camera Network
- Wind Advisory System (WAS)
- Snowplows and Maintenance Vehicles

APPENDICES A-1

- Appendix 1: Glossary of Terms
- Appendix 2: Contact Information
- Appendix 3: Relevant Legislation
- Appendix 4: Resources
- Appendix 5: Additional Resources

PURPOSE OF THIS MANUAL

The Alberta government's mandate is to ensure the transportation system supports Alberta's economic, social, and environmental vitality. As the number of heavier vehicles on the highways increases, the Alberta government must work more diligently than ever to provide a safe, efficient, and quality network of highways.

The Alberta Government has prepared this manual to assist commercial truck and bus companies and their employees to operate safely and in compliance with transportation safety laws.

More specifically, this manual was developed to:

- Assist existing and future drivers, managers, and owners of commercial vehicles in understanding safety laws and safe operating procedures;
- Provide direction and information for new commercial drivers;
- Assist carriers in developing, updating, and implementing their safety and maintenance programs;
- Provide resources and contact information to carriers operating in Alberta; and
- Increase trust and understanding between industry and government.

This manual has several modules, each of which provides information on a particular topic. To gain a full understanding of compliance requirements, it is recommended that a carrier obtain the complete manual rather than just one module. If the carrier should choose to obtain only certain parts of this manual, it is recommended that they obtain the full introduction and the appendices.

NOTE

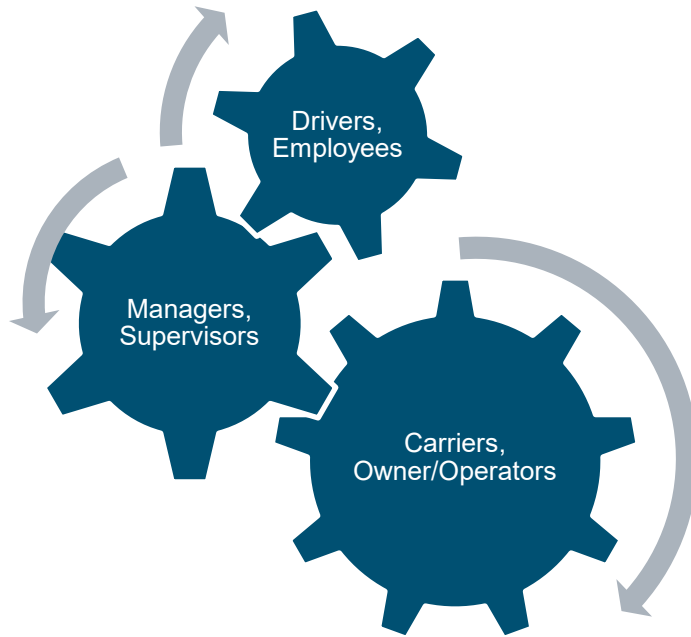
This is a guide only and is not meant to be a substitute for the actual legislation.

INTENDED USERS

This manual has been developed to assist:

- Carriers and owner/operators involved in operating commercial trucks and buses including:
 - Provincial carriers, including owner/operators, who operate commercial vehicles registered for a weight of 11,794 kilograms or more who operate only within Alberta;
 - Federal carriers, including owner/operators, who operate commercial vehicles registered for a weight of more than 4,500 kilograms who also operate outside of Alberta (including farmers); and
 - Carriers, including owner/operators, who operate commercial passenger vehicles with a manufacturer's seating capacity originally designed for 11 or more persons, including the driver.
- Carriers, owner/operators, and their employees including management, administration, and general staff in understanding their responsibilities and relevant acts, regulations, and requirements;
- Safety professionals responsible for ensuring the safe operation of commercial vehicles and driver safety; and
- Carriers, including owners/operators, who handle or transport dangerous goods.

Note: A "carrier" is any person who operates a commercial bus or truck company.



APPLICABLE LEGISLATION

Although this manual was created to better inform carriers and their employees of how to comply with safety laws relevant to the National Safety Code, it is their responsibility to ensure they are aware of the full regulations. This manual is intended to summarize legislative requirements and may not in any way serve as a substitute for the regulations set forth by the Alberta and federal governments.

The *Commercial Vehicle Safety Compliance in Alberta* manual refers to the following documents:

- The Alberta [Traffic Safety Act](#) and related regulations;
- The Alberta [Dangerous Goods Transportation and Handling Act](#);
- The Federal [Motor Vehicle Transport Act](#), 1987 and related regulations; and
- The Federal [Transportation of Dangerous Goods Act](#).

To obtain full copies of Alberta's relevant Acts and Regulations, carriers may contact The Queen's Printer Bookstore at:

Fifth Floor, Park Plaza Building
10611-98 Avenue
Edmonton, Alberta T5K 2P7
Phone: 780-427-4952
Fax: 780-452-0668
Website: www.qp.gov.ab.ca

To obtain full copies of Federal relevant Acts and Regulations, carriers may contact Transport Canada at:

330 Sparks Street
Ottawa, Ontario K1A 0N5
Phone: 613-990-2309
Fax: 613-954-4731
Website: www.tc.gc.ca/eng/acts-regulations/menu.htm

RESOURCES FOR CARRIERS

Resources are available to assist commercial truck or bus carriers in following Alberta's transportation regulations and/or the National Safety Code (NSC). The Alberta government does not provide on-site training to assist carriers with such requirements as safety and/or maintenance programs, however, carriers may refer to any of the following sources for help:

- **Alberta Transportation**

There are free educational resources available to the public on the Alberta Transportation website at www.alberta.ca/education-manual-for-commercial-carriers.aspx.

- **Third Party Auditor Certification Program**

There are free educational resources available to the public on the Alberta Transportation website at www.alberta.ca/third-party-auditor-certification-program.aspx

- **Alberta Motor Transport Association (AMTA)**

The AMTA may provide you with contact information for consultants and offers various courses relevant to transport safety. The AMTA may be contacted at:

#1 285005 Wrangler Way
Rocky View, Alberta T1X 0K3
Phone: 800-267-1003
Fax: 403-243-4610
Website: www.amta.ca