



CDL REQUIREMENTS & RESPONSIBILITIES



If your district operates vehicles that transport hazardous materials, carry 16 or more passengers, or have a combined weight of 26,001 pounds or more, drivers must have a Commercial Driver License (CDL); ODOT provides a flow chart to help determine this¹. Once CDL requirements are confirmed, you'll need to identify the appropriate license class—ODOT's site outlines the different types². Entry-level drivers must complete federally mandated training before testing, which is available through various trucking schools, including free options for qualifying employees at Chemeketa Community College.

RESPONSIBILITIES OF COMMERCIAL DRIVERS

1. Safe Operation of Vehicles:

- Mastery of Vehicle Controls
- Adherence to Traffic Laws
- Defensive Driving

2. Cargo Handling and Security:

- Ensures Every Cargo Load is Properly Loaded, Distributed, and Secure

3. Compliance with Hazardous Materials Regulations:

- These regulations can be viewed in the Oregon Commercial Driver Manual:
https://www.oregon.gov/odot/DMV/Pages/Online_CD_L_Manual/Section_9.aspx

4. Maintenance and Inspections:

- Conducting Documented and Thorough Pre-Trip Inspections
- Performing Routine Maintenance
- Reporting Any Mechanical Problems or Defects

5. Route

- Prepared to Adjust Routes or Schedules in Response to Unforeseen Circumstances

6. Customer Service:

- Interact Courteously and Professionally
- Provide Regular Updates

7. Regulatory Compliance:

- Maintain a Valid CDL with Appropriate Endorsements
- Participating in Mandatory Drug and Alcohol Testing Programs

8. Medical Exams:

- Maintain a Current and Valid Medical Examiner's Certificate on File with DMV

RESPONSIBILITY OF EMPLOYERS

1. Employers must ensure that their drivers have a valid CDL with applicable endorsements
2. Employers must report accidents involving commercial vehicles to the Oregon Department of Motor Vehicles (DMV) if they result in fatalities, injuries, or significant property damage.
3. Employers are required to conduct pre-employment, random, post-accident, and reasonable suspicion drug and alcohol testing for their drivers.
4. Regular maintenance and inspections of commercial vehicles are mandatory to ensure safety and compliance with state and federal regulations.
5. Comply with the Federal Motor Carrier Safety Administration (FMCSA) Clearinghouse requirements, by following several key steps:
 - Employers must register with the FMCSA Clearinghouse to access driver violation records.
 - Before hiring a new driver, employers must conduct a full query before hiring a new driver, employers must conduct a full query of the Clearinghouse to check for any drug and alcohol violations.
 - Employers are required to conduct limited queries at least annually for each driver they employ to ensure ongoing compliance.
 - Employers must report any drug and alcohol violations, including positive test results, refusals to test, and actual knowledge of violations.
 - Employers must obtain and retain electronic consent from drivers for full queries.
 - Maintain Records: Employers should maintain detailed records of all queries and reports made to the Clearinghouse.

For more detailed information, you can visit,

- Oregon Department of Transportation's Commercial Driver Information page:
<https://www.oregon.gov/odot/MCT/Pages/Commercial-Driver-Information.aspx>
- FMCSA Clearinghouse Employer Brochure:
<https://clearinghouse.fmcsa.dot.gov/Resource/Index/Employer-Brochure>

Deciding if your employees need to have CDLs and understanding the responsibilities are the first steps to making sure your district is complying with Oregon law. If you have any questions regarding CDLs, please reach out to the Risk Management Department at **800-285-5461** or **riskmanagement@sdao.com**.

1. ODOT's flow chart: <https://www.oregon.gov/odot/dmv/pages/driverid/cdlget.aspx>
2. ODOT website: <https://www.oregon.gov/odot/dmv/pages/driverid/classes.aspx>