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2025 DOT Compliance
Survival Guide

Your Step-by-Step Guide to Staying Audit-Ready, Safe, and Compliant

Why Compliance Still matters?

The **FMCSA** continues to tighten regulations, and carriers with missing documentation or outdated
programs are more likely to face audits, fines, and even shutdowns. This guide gives you practical
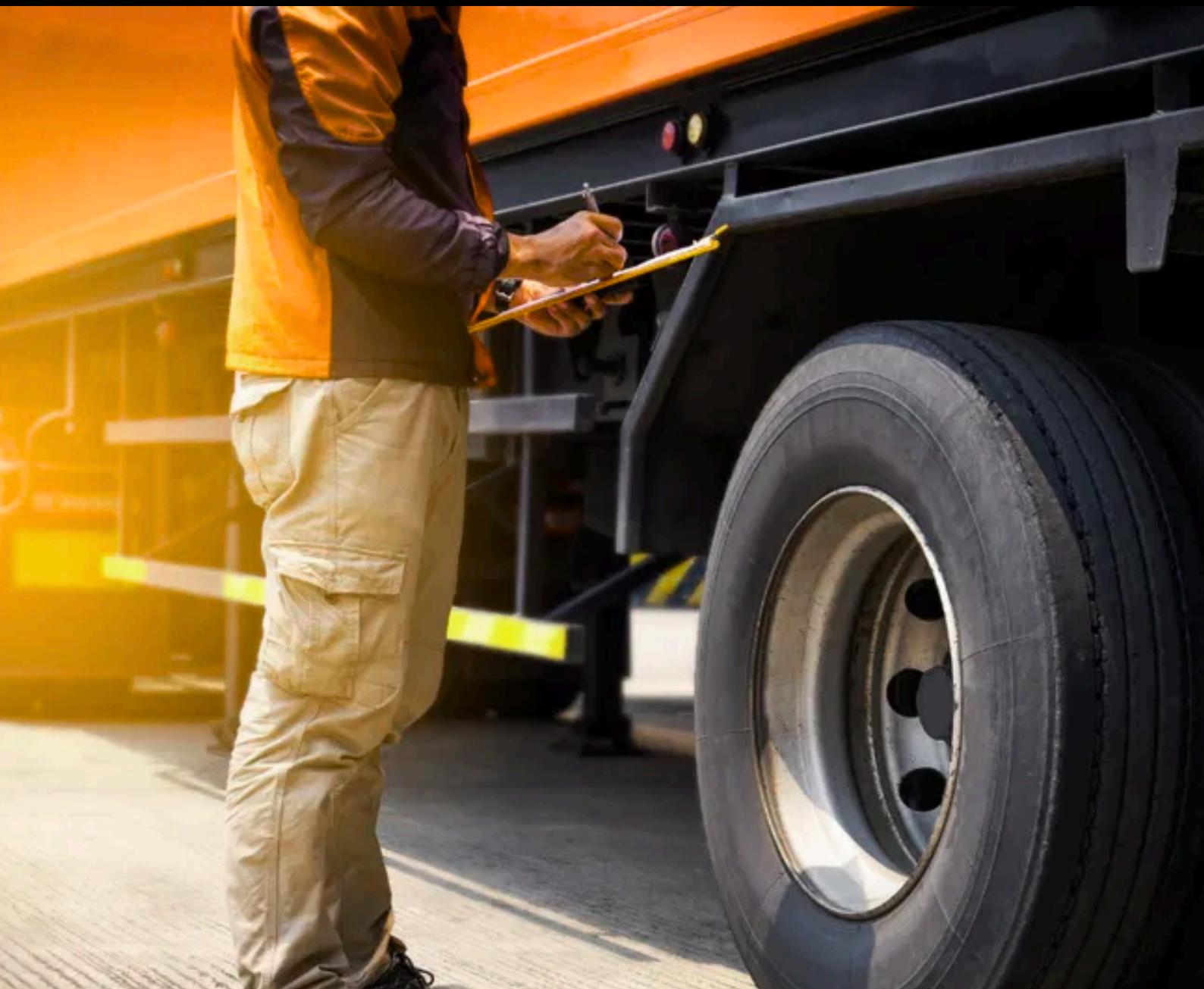steps to stay ahead of those risks.

Key Compliance Areas to Cover

✓ **Driver Qualification Files:** Must include up-to-date medical cards, MVRs, and signed application documents.

✓ **Drug & Alcohol Testing Program:** Ensure you are enrolled in a compliant random testing pool, and that all new drivers are pre-employment tested.

✓ **Clearinghouse Compliance:** Every CDL driver must be registered and queried annually. Employers
must be registered and managing violations properly.

✓ **Hours of Service (HOS) / ELD Logs:** Review log violations, falsifications, and form & manner errors weekly.

✓ **Vehicle Inspections & Maintenance:** Maintain your DVIRs, maintenance records, and fix out-of-service violations promptly

The Top 5 Violations to Avoid

1. Operating without a valid medical card

2. Failing to conduct pre-employment drug tests

3. No annual MVR review or driver file audit

4. Out-of-date ELD settings or unassigned driving time

5. No documented maintenance records

Proactive Compliance Steps You Can Take:

1 *Set monthly calendar reminders to review driver files*

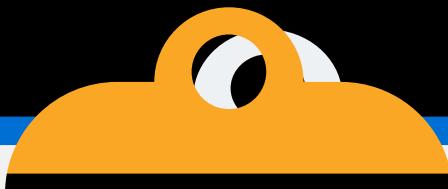**2** *Use a checklist to review CSA scores quarterly*

3 *Assign a compliance contact or program manager*

4 *Document all actions taken — violations, fixes, training*

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DOT Quick Self-Audit
Checklist – 2025

Use this monthly to ensure you're audit-ready and protected from violations.

✅ Driver Files

- All CDL drivers have current medical cards on file
- Driver applications and MVRs are up-to-date
- Annual MVR reviews have been completed and documented

✅ Drug & Alcohol Program

- All CDL drivers completed pre-employment testing
- Random testing pool is active and managed
- Test results and documents are stored properly

✅ Clearinghouse

- All drivers are registered in the FMCSA Clearinghouse
- Annual queries have been completed
- Any violations are documented and addressed

✅ ELD & Hours of Service

- Drivers logs are reviewed weekly
- Unassigned drive time is reviewed and reassigned
- Log errors or falsifications are corrected and trained on

✅ Vehicle Maintenance

- All maintenance records are up-to-date
- DVIRs are completed and stored
- Out-of-service items are repaired and documented

How to Run a Self-Audit in 30 Minutes

We've included a simple checklist to review the 6 most important DOT areas. Use it monthly to stay on track and reduce audit risk.

Need help staying compliant?

Ingenious Industry offers full-service DOT Compliance Programs. Visit **www.ingeniousindustry.com** or call **(239) 350-3039** to learn more.

CLICK HERE TO SCHEDULE A COMPANY REVIEW