



DRIVER TIME SHEET

Carrier Name: Elk Island Public Schools				Driver Name:								
Carrier Address: 683 Wye Road Sherwood Park, AB T8B 1N2				Month & Year:								
Name of School:				School Address:								
Day	Start Shift	End Shift	Total On-Duty Hours	Description (i.e. Teaching, Supervising, Coaching, Driving, Off Duty, etc)				Fatigue Management Due Diligence				
Sample	8:30 AM	3:30 PM	7	X	Working/Supervising		Training		Driving		Off Duty	
Sample	8:30 AM	10:30 PM	14	X	Working/Supervising		X Training	X	Driving		Off Duty	X
Sample					Working/Supervising		Training		Driving	X	Off Duty	
1					Working/Supervising		Training		Driving		Off Duty	
2					Working/Supervising		Training		Driving		Off Duty	
3					Working/Supervising		Training		Driving		Off Duty	
4					Working/Supervising		Training		Driving		Off Duty	
5					Working/Supervising		Training		Driving		Off Duty	
6					Working/Supervising		Training		Driving		Off Duty	
7					Working/Supervising		Training		Driving		Off Duty	
8					Working/Supervising		Training		Driving		Off Duty	
9					Working/Supervising		Training		Driving		Off Duty	
10					Working/Supervising		Training		Driving		Off Duty	
11					Working/Supervising		Training		Driving		Off Duty	
12					Working/Supervising		Training		Driving		Off Duty	
13					Working/Supervising		Training		Driving		Off Duty	
14					Working/Supervising		Training		Driving		Off Duty	
15					Working/Supervising		Training		Driving		Off Duty	
16					Working/Supervising		Training		Driving		Off Duty	
17					Working/Supervising		Training		Driving		Off Duty	
18					Working/Supervising		Training		Driving		Off Duty	
19					Working/Supervising		Training		Driving		Off Duty	
20					Working/Supervising		Training		Driving		Off Duty	
21					Working/Supervising		Training		Driving		Off Duty	
22					Working/Supervising		Training		Driving		Off Duty	
23					Working/Supervising		Training		Driving		Off Duty	
24					Working/Supervising		Training		Driving		Off Duty	
25					Working/Supervising		Training		Driving		Off Duty	
26					Working/Supervising		Training		Driving		Off Duty	
27					Working/Supervising		Training		Driving		Off Duty	
28					Working/Supervising		Training		Driving		Off Duty	
29					Working/Supervising		Training		Driving		Off Duty	
30					Working/Supervising		Training		Driving		Off Duty	

By entering your start time you are stating that you are fit to drive.

By checking off the Fatigue Management Due Diligence box, you are agreeing to the following statements:

- I have had 8 hours of off-duty time during the previous day
- I will not exceed 13 hours of driving time or 15 hours of on-duty time during my work day
- I am well rested and feel confident I am fit to drive at this time.

If you are not fit to drive, do not check the Fatigue Management Due Diligence box and identify so in the text box.

For example, you have exceeded your hours the previous day, or you are feeling sick/too tired to drive.

You only need to check off the FMDD box when you are driving.

Note:

All calendar days must be accounted for.

Check off off-duty box for weekends and holidays and days you do not work for the Carrier/EIPS.

Time sheets must be updated in driver files (sharepoint folder) by the 15th of each month and must be completed by the end of each month.

If you are not currently driving and do not want to keep track of your hours, place an inactive letter on your driver file.

15th of the Month

End of the Month

Driver Name: _____

Driver Name: _____

Driver Signature: _____

Driver Signature: _____

Insert Electronic Signature

Insert Electronic Signature

Date: _____

Date: _____