



MC Number Active. Now What?

The 12 things you must have before your first load. Print it, work down it, keep it in the truck.

YOUR AUTHORITY IS LIVE

- ☐ **Authority shows ACTIVE in SAFER**
Granted is not active. Check SAFER and the Licensing and Insurance system yourself.
- ☐ **Insurance filed with FMCSA, not just bought**
BMC-91 or BMC-91X on your record. \$750K minimum for general freight. Most brokers want \$1M liability plus \$100K cargo.
- ☐ **BOC-3 process agent on file**
Blanket agent, all 50 states. Usually under \$100, one time. A missing BOC-3 is a top reason authority stalls.

DRUG AND ALCOHOL PROGRAM • WHERE MOST NEW CARRIERS FAIL

- ☐ **Enrolled in a random testing consortium**
49 CFR 382.103(b) requires a pool of two or more. You are one person. You cannot run your own pool or select yourself. A consortium is the only lawful option.
- ☐ **Negative pre-employment DOT drug test on file**
Required before your first safety-sensitive function. You are the employer ordering the test, and the driver taking it.
- ☐ **Clearinghouse registered and C/TPA designated**
49 CFR 382.705(b)(6). You are not allowed to report on yourself. Run a full query before you first drive.
- ☐ **Written DOT drug and alcohol policy in hand**
An auditor will ask for it. So will some brokers.

DRIVER FILE AND MEDICAL

- ☐ **Driver qualification file built on yourself**
49 CFR 391.51. Application, MVR, previous employer inquiries, medical card copy, CDL copy, road test or equivalent, Clearinghouse queries.
- ☐ **Current DOT medical card**
From a National Registry examiner. Self-certify with your state. Keep the paper copy in the DQ file.

TRUCK, LOGS, AND FILINGS

- ☐ **ELD installed and on FMCSA's registered list**
Devices get removed from that list. Check yours. Keep fuel receipts and bills of lading as supporting documents.
- ☐ **Annual inspection done, DVIR and maintenance file started**
Three separate records. Auditors check all three.
- ☐ **UCR, IRP, and IFTA handled as they apply to you**
None of these are safety rules, but every one of them can shut you down.

What Comes Due, and When

The recurring obligations that keep your authority alive.

WHAT	HOW OFTEN	WHO HANDLES IT
Random drug and alcohol testing	Year-round	Your consortium selects and notifies you
Clearinghouse limited query on yourself	Every 12 months	Your C/TPA runs it
MVR pulled and annual review signed	Every 12 months	You, into the DQ file
DOT medical card renewal	Before it expires	You, National Registry examiner
Annual vehicle periodic inspection	Every 12 months	You, report retained
UCR registration	By Dec 31 for next year	You
Form 2290 (55,000 lbs or more)	By Aug 31 for July use	You, keep stamped Schedule 1
IFTA quarterly returns	Quarterly	You
MCS-150 biennial update	Every 24 months	You, or FMCSA deactivates your number
New entrant safety audit	Within first 12 months	FMCSA comes to you

Five of the sixteen automatic audit failures are drug and alcohol failures

FMCSA lists sixteen violations that fail a new entrant safety audit on their own. Not points. A single instance and you fail. Five of them come from Part 382, your drug and alcohol program.

- § 382.115 failing to implement a testing program
- § 382.201 using a driver at 0.04 alcohol or greater
- § 382.211 using a driver who refused a test
- § 382.215 using a driver known to have tested positive
- § 382.305 failing to implement a random testing program

HAVE THESE READY WHEN THE AUDITOR CALLS

- ☐ **Drug and alcohol records**
Policy, pre-employment result, random selections, consortium enrollment certificate
- ☐ **Clearinghouse query history**
Including the annual limited query for every year you have operated
- ☐ **Complete driver qualification file**
The most common empty folder at a new entrant audit
- ☐ **Hours of service records and supporting documents**
Logs, fuel receipts, bills of lading, dispatch records
- ☐ **Vehicle maintenance, annual inspections, DVIRs**
Per vehicle, with proof defects were corrected
- ☐ **Proof of insurance and accident register**
Even if the register is empty, you need one

The one item on this list you cannot do alone

The regulation requires a pool of two or more, and you are one. US Drug Test Centers enrolls you in a nationwide DOT pool, issues your certificate the same day, runs your selections, acts as your Clearinghouse C/TPA, and stores your records for the audit.

Annual enrollment **\$199.95** · DOT drug test **\$79.95** · Breath alcohol **\$67.95** · Unlimited drivers

Enroll: usdrugtestcenters.com