

COMMERCIAL DRIVER'S LICENSE (CDL)

A. Enabling Acts

Michigan Motor Carrier Safety Act, P.A. 346, 1988; Federal Statute P.L. 99-570, 1986; Michigan Department of Management and Budget, Motor Transport Division Letter #92; Michigan Department of Natural Resources, Administrative Services Procedure No. 10.10-1; Michigan Department of Natural Resources, Administrative Services Bulletin No. 96.

B. Definitions

License Designator

- | | |
|---------|--|
| Group A | The driver of any vehicle towing a vehicle with a gross vehicle weight rating (GVWR) of 10,000 pounds or more. |
| Group B | The driver of a single vehicle with a GVWR of 26,001 pounds or more, or any vehicle combination with a combined GVWR of 26,001 pounds. |

Endorsements

- | | |
|------------|--|
| N | Tank vehicles hauling 1,000 gallons or more of a liquid. |
| H | Transporting hazardous materials requiring a placard. |
| Air Brakes | The air brake portion of the test must be completed by all Forest Management Division personnel (keymen and temporary employees included) requiring a Commercial Driver's License. |

C. Policy

All Forest Management Division employees who drive a commercial vehicle must have and carry on their person a valid commercial driver's license and drive the vehicle in compliance with the enabling acts stated above. The Forest Management Division will pay for or reimburse the employee for the costs involved in obtaining a Commercial Driver's License (CDL).

1. Forest Management Division employees whose primary responsibility is forest fire control are required to have a CDL with A designation, an N (tank vehicle) endorsement, and be certified to operate a vehicle with air brakes. The job requirements for Forest Fire Officer and Forest Technician include the possession of a commercial driver's license.

2. Forest Management Division employees who are not required to drive a truck which tows a vehicle with a gross vehicle weight rating greater than 10,000 GVWR; i.e., semi but do drive a single vehicle with a GVWR over 26,000 lbs., i.e., pumper-truck or tiltbed must have a CDL with B designation, an N endorsement and be certified to operate a vehicle with air brakes.
3. Forest Management Division employees who transport hazardous materials such as explosives must have a CDL designated A, B, or C with an H (hazardous materials) endorsement.
4. Forest Management Division employees whose primary responsibility is to drive transport vehicles requiring a CDL must have both a chauffeur's license and CDL designation A.

Note: A chauffeur's license is particularly important where a driver whose primary driving responsibility includes out-of-state transport. A chauffeur's license will be normally limited to the regional equipment operators. A doctor's determination of the licensee's physical condition is required every two years (see attached physician's examination form). A copy of the medical determination must be carried by the driver at all times.

5. Keymen employed by the Forest Management Division must have a CDL when required. A certificate of successful completion of the Michigan Fire Fighter's Training Council's Driving Course will be sufficient if the keyman is driving a fire emergency vehicle to, from or during a fire. The keyman must be a current member of a fire department and in possession of the driver's course certificate from the Michigan Fire Fighter's Training Council. Keymen may not drive a semi-tractor/trailer without a CDL A designation with air brake certification. The Forest Management Division will reimburse a keyman for the cost of a CDL upon the approval of the District Forest Manager (Regional Forest Manager in Region III). Forest Management Division will not pay for the required biennial physical.
6. Temporary employees who will be expected to drive a commercial vehicle must have a CDL with the appropriate endorsement(s). The Forest Management Division will pay for or reimburse the temporary employee for the cost of the CDL upon approval of the District Forest Manager. Forest Management Division will not pay for the required biennial physical.
7. A supervisor shall not direct an employee who does not have a commercial license or does not meet the physical requirements of the

law to drive a commercial vehicle.

D. Explanation

State and federal laws require that all drivers of commercial vehicles except on-duty military personnel, firefighters meeting approved training standards, farmers and drivers of motor homes must have a commercial driver's license. Employees of the Forest Management Division need to conform to the requirements.

Testing for the new license began on January 1, 1990. Drivers with a current Class II Endorsement will have to take the written test but will not have to take the road test if they have driven without violation for the same employer for the past two years. Drivers having a current Class II endorsement will be notified individually, forty-five days prior to renewal. All drivers with Class II endorsements must have a new CDL by 1991.

Physical Requirements for a CDL

Forest Management Division employees applying for a combined chauffeur and CDL license will have to provide a medical examiner's certificate stating that they are physically fit to drive. Employees hired prior to June 10, 1984, may be grandfathered, receiving a card from the Michigan State Police Motor Carrier's Division, which is accepted in lieu of the medical examiner's certificate.

Employees who must have a medical waiver; i.e., employed by the Department after June 10, 1984, are encouraged to have their medical examiner's card verified by their physician under their personal health care plan.

Forest Management Division employees must meet the physical requirements as stated in the Motor Carrier Safety act and Rules. Employees with a physical condition, such as epilepsy or diabetes requiring insulin injections, which may cause a driver to lose consciousness will not be able to obtain a commercial driver's license.

Forest Management Division employees are not required to be tested for drug use.

Forest Management Division employees hired after January 1, 1990, who may be required to drive a commercial vehicle will obtain a commercial license with either an A designation or a B designation as directed by their supervisor.

Both employees and supervisors must remember that an employee with an A designation can drive A, B, and C class vehicles. Employees with a B

designation may not drive an A class (semi) vehicle.

E. Procedure

All employees of the Forest Management Division who will be expected to drive a commercial vehicle must obtain a Commercial Driver's License (CDL) with an A or B designation, an N endorsement with air brake certification as determined by their supervisor within one (1) year of their date of hire. The new employee must pass the written CDL exam within six months of his/her hiring date.

An employee (keymen if they do not have a Fire Fighter's Training Council's Driver's Certificate and temporary employees) upon approval by his/her supervisor may make an appointment with the Secretary of State's office to take the test appropriate to the vehicle requirements determined by the supervisor. The supervisor will prepare a letter to accompany the individual stating that the person is employed by the State of Michigan, Department of Natural Resources. If the keyman has not been employed by the Department for two years the person will be required to complete the road test.

The employee, upon successful completion of the written test (the test can be repeated as many times as necessary to pass), will pay the fee required by the Secretary of State and receive a temporary permit to drive a commercial vehicle.

Once an employee receives a temporary permit, the supervisor must appoint an individual who holds a current CDL with the same designation or higher designation than the one being applied for to train the applying employee to pass the required road test.

Note: The road test is a very structured hands-on test (see Appendix C of the Commercial Driver's License Manual). The applicant must master parts (1) vehicle inspection, (2) basic control skills, and (3) driving skills before scheduling a road test. Each road test must be paid for in advance. Applicants can carry Appendix D, the vehicle inspection memory aid with them during the test.

Employees directed by their supervisor to obtain a chauffeur's license must take with them to the Secretary of State's office a medical examiners certificate verifying their physical condition.

Employees currently holding a valid Class II endorsement should carry a letter with them from their supervisor stating that the employee has been driving for the Department for two or more years preceding the application.

The law differentiates between a person employed as a full time driver and an employee who drives incidental to his/her primary responsibility. Employees hired prior to June 10, 1984, as a full time driver may grandfather the physical requirement, i.e., those applying for a chauffeur's license. Employees hired after June 10, 1984, as a driver must provide a medical examiner's certificate when applying for a chauffeur's license. Employees whose driving is incidental to their primary job must sign an affidavit of physical condition.

A copy of the medical examiner's certificate must remain on file in the office of the District or Regional Forest Manager who will assure that the driver is in compliance with the requirements of the state regarding a chauffeur's license.

All licensing fees incurred will be paid by or reimbursed by the Forest Management Division.

Approved by

 9/21/93

Michael D. Moore, Deputy Director

DATE