

## **DRIVER QUALIFICATION FILE CHECKLIST**

- DRIVER'S APPLICATION FOR EMPLOYMENT (49 CFR 391.21)**
- INQUIRY TO PREVIOUS EMPLOYERS — 3 YEARS (49 CFR 391.23(a) (2) & (c))**
- DRIVING RECORD FROM STATE AGENCIES — 3 YEARS (49 CFR 391.23(a) (1) & (b))**
- DRIVING RECORD FROM STATE AGENCIES — ANNUAL (49 CFR 391.25(a) & (c))**
- ANNUAL REVIEW OF DRIVING RECORD (49 CFR 391.25(b) & (c))**
- ANNUAL DRIVER'S CERTIFICATION OF VIOLATIONS (49 CFR 391.27)**
- DRIVER'S ROAD TEST CERTIFICATE OR EQUIVALENT (49 CFR 391.31)**
- MEDICAL EXAMINER'S CERTIFICATE (49 CFR 391.43)**