



August 10, 2016

Container Trucking Services Licence Record Keeping Requirements

It has come to the attention of the Office of the BC Container Trucking Commissioner (OBCCTC), during the course of audits, that some licence holders are not keeping time sheets that accurately reflect a drivers' hours worked and the nature of the work undertaken (i.e. TLS or non-TLS work).

This Bulletin is a reminder to all licence holders that under Appendix D to Schedule 1 (Information Record Keeping Requirements), "the Licensee must retain a record for each Trucker who performs Container Trucking Services for the Licensee." These records are to include the hours worked and trips completed on each day by the Trucker performing Container Trucking Services on behalf of the Licensee.

The position of the OBCCTC was articulated in CTC Decision No. 2 / 2016, in which the Commissioner ordered a licence holder, pursuant to Section 9 of the Act, to bring itself into compliance with paragraph 3, of Appendix D to Schedule 1, and paragraph (g) of Schedule 2 of its Licence.

Section 34 of the Act provides that, if the Commissioner is satisfied that a licensee has failed to comply with the Act, the Commissioner may impose a penalty or penalties on the licensee. In CTC Decision No. 2 / 2016 the Commissioner did impose a penalty. The Decision closed by reminding all licence holders that:

With the publication of this decision, licencees have express notice that a failure to maintain required records will almost certainly result in penalty...All licensees should accordingly review their record-keeping practices and ensure their payroll and driver records are complete, up-to-date and accurate.

Sincerely,

OFFICE OF THE BC CONTAINER TRUCKING COMMISSIONER

Michael Crawford
Deputy Commissioner