



**Transportation Compliance Consultants LLC offers a wide array of on-site and off-site services including (but not limited to):**

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## Mock Audits

One of the best ways to know if you are ready for a real audit is to have a Mock Audit first! Below are some of the types of audits that we can perform.

- **Mock DOT Audit:** This is an audit similar to a DOT Compliance Review. This audit focuses strictly on the DOT/FHWA regulations. *This audit would focus on those contract drivers that run under your company's DOT#.*
- **Mock DOT & IRS Audit:** This audit includes the above audit in conjunction with a Mock IRS Audit. The IRS audit is similar to the type of audit that the IRS would conduct on the company when there are questions regarding worker classification. This audit would focus on the FHWA regulations, IRS 20 Factors, etc. *This audit would focus on those contract drivers that run under your company's DOT#.*
- **Mock DOT Audit that focuses on Independent Contractors (ICs):** This audit would review the safety and compliance program with the understanding that the company uses independent contractors. This audit would include the standard Federal Motor Carrier Safety Regulations (FMCSA) including 49 CFR 376 Leasing Regulations to ensure that the company complies with all transportation regulations. *This audit would focus on those contract drivers that run under your company's DOT#.*
- **Broker Audit:** This audit would focus on compliance with brokering rules (i.e., insurance requirements) and best industry practices for brokering loads to third party companies (i.e., agreement, vetting, etc.). With this audit, we can also include an IRS review to ensure that there is no reclassification exposure. *This audit would be for those companies/contractors that run under their own authority.*

We use the same procedures the FMCSA, IRS, DOL, etc. use. We will perform the audit at your office just as the government agency would, or we can go a step further and do 100% audit/review of your files vs. the typical percentage the agency would conduct. The reports at the end of the Mock Audit will be similar to what you would receive during a real audit, but we provide specific details of our findings. Do not worry; we will not just leave you with a report. We will provide you with recommendations and help you come up with an action plan to address and correct the violations we discover!

## Private 2 Day DOT Compliance Workshop

At TCC, we understand that it can be difficult and expensive to send your whole team to an off-site workshop. For this reason, we offer the same workshops at your location. You can have your whole team attend in a private setting for a flat daily rate. This 2-day class is designed to give your team the foundation, industry terms, perspective, and interpretation they need so they can understand how DOT Compliance works. We will review and discuss DOT classifications, regulations, policies, DOT audits, and procedures. The information in this course is up to date and presented in terms you can understand. Your team will learn what the DOT expects of you, your company, and your drivers.

We can take that training one-step further and customize it to fit your company's specific operations. You just provide TCC with some company-specific information (i.e., interstate carrier vs. intrastate carrier,



number of drivers, number of vehicles, number of trailers, local vs. over the road operations, hazmat carrier vs. non-hazmat carrier, private or for hire, etc.) and we'll make it happen. We then take that information and customize the training to address your company's specific needs.

### **Scheduled Compliance Workshop**

D.O.T., FMCSA, and OSHA continue to make changes to regulations to save lives. While this is a good thing, it is tough for companies to keep current with the amended regulations. As a service to you, TCC offers periodic seminars relative to government compliance, deciphering correct interpretation of these new regulations, and what they mean for your operation. This 2 to 5-day class is designed to give you the foundation, industry terms, perspective, and interpretation you need so you can understand how DOT, OSHA, Workers' Compensation, and Compliance work. You will review and discuss classifications, regulations, policies, audits, and procedures. With this information, you will understand safety rating calculation and what it means to be compliant. The information in this course is up to date and presented in terms you can understand. You will learn what the government expects of you, your company, your staff, and your drivers.

### **On-Site Specific Company Training**

There is only so much you can learn from the internet or from reading the FMCSR's. Our On-site Training is designed and customized specifically for your company's needs. Our team will arrive with the mindset that we work for you and your best interests. We train your team on anything and everything DOT, OSHA, etc.! You let us know any concerns you currently have, and we come prepared to help you come up with the best and most efficient ways for your company to become and stay compliant and safe. (This training is separate from driver training.)

### **Complete Company Setup and Prep**

Are you a startup or have you somehow found yourself in a new world regulated by the Federal Highway Administration (FHWA)? Would it not be great if there were a systematic process you could purchase? Well, here it is! TCC prepares and files the necessary registrations; we assist in creating your Company Policies, Procedures, Driver Files, Vehicle Maintenance Files, and Written Manuals all of which are required by the Federal Motor Carrier Safety Regulations (FMCSRs). We teach you and your staff how to maintain everything as your operation grows. We will also make sure you are set up with a qualified Drug and Alcohol Testing Facility, eLog provider, and work with the necessary agencies to ensure you are completely compliant and ready to operate upon completion.

### **Employee/Driver Processing and File Maintenance**

Have you ever used a Staffing or Recruiting Agency to find drivers? We can go above and beyond what a Staffing agency can and will do. Our business is all about DOT Compliance, CDL Drivers, and OSHA Training. With the regulations changing and the Driver shortages, it can seem daunting to stay compliant and recruit top-notch drivers. We have a network that works! We can handle whatever your needs may be on a flat fee per driver basis. Our drivers come to you completely trained and qualified, not only for DOT but also ready for work in the Oilfield!

### **Driver Training**

There are only a couple of training courses that a driver is required to take according to regulations. Nevertheless, the regulations clearly state that the company is required for ensuring that drivers are knowledgeable and trained in all areas regarding highway safety and the FMCSRs while driving a company. OSHA regulation further states that employers are required to training their employees regarding safety as it relates to the employee's job. Thus, this means that you should train your drivers on a regular basis regarding safety and compliance. TCC offers Driver Training that covers both regulated and non-regulated commercial motor vehicle drivers. We can come to your location, or you can send your drivers to our training center. We can train your drivers on proper Vehicle Inspections, Hours of Service, Drug and Alcohol Awareness, OSHA Monthly Safety Meetings, Cargo Rollover, Hazmat Security Awareness, Roadside Inspection Etiquette and more!

### **Hour of Service Audit**

"UGHHH!!!" That is what we hear every time we talk to companies about how they should be regularly auditing their driver's hours of service. It is a time-consuming and honestly boring task. Also, on December 18, 2017, mandate all OTR drivers are required to be utilizing an eLog system while the local/exempt driver can continue to complete paper logs. So, you may be asking yourself, what should we be doing? eLog for all drivers, paper logs for some and not others, etc. Whichever way, you will still be required to monitor and manage the driver's hours of service. The use of eLogs does not mean you no longer have to monitor, manage, and maintain the logs and information. We can help you with your decision.

And either way, paper or electronic logs you must invest in equipment and staff to help you comply with the requirement to monitor and manage the hours of service for your drivers. Thus, you can purchase equipment, hire staff that must monitor and maintain a ton of information within the eLog systems or the paper logs. And does your staff have time to do that every day? TCC can and will audit your driver's daily paper logs. We can audit them daily, weekly, monthly, or every 3 - 6 months, you decide. We can also help you monitor and manage your eLog system if you so choose. We feel that third-party monthly auditing is the best approach. How we audit and monitor is a two option approach: log information only, or the utilization of supporting documentation and information. Also, we can monitor the eLogs daily, weekly, monthly, or quarterly. The monitoring and audit of paper logs and eLogs can also include DVIR audits. You decide what works best for you and your operations.

### **DOT Rating Upgrading Assistance**

Whether you have just gone through the New Entrant Safety Audit, a full DOT Compliance Review, and they have given you a proposed rating, or you already have received an unfavorable DOT Rating (i.e., Unsatisfactory or Conditional) we can help! The best thing to do if you have received your proposed rating is to call us immediately! Time is of the essence on this; it is a lot easier to go through the process of a potential rating upgraded within the first 15 days of the proposed rating issuance. Otherwise, we can still help; however, it will take a bit longer to get it done.

### **Insurance Renewal Assistance**

Even though you are required to have insurance, they are not required to give it to you! If your insurance broker is having a hard time getting quotes because of your Loss Runs, SMS scores, or Crash rating, we can help them and you with the process. We have successfully helped many companies and brokers submit letters on a company's behalf to show how you will start reducing your SMS scores, claims, etc. This process has resulted in brokers being able to submit quotes to companies that otherwise would not be interested (i.e., better commercial insurance rates!!)

### **Company Fix It/File Clean Up**

We understand that compliance and the regulations can be very tricky. Not to mention with all the other responsibilities you have, trying to make your files neat, organized, and complaint is sometimes the last thing you have time to do or want to do. We can come to your office, go through all your required files, and create a customized system that works for you. We will also train you and your team on what to do with those files once we leave so you can continue to remain compliant. We can also do this remotely if you choose. You ship or bring the files to us, and we create a 100% compliant file for you!

In addition to compliance with applicable regulations, we help ensure that your files follow your written company policies and procedures. It's imperative that you not only comply with the laws but also with your written internal documents. Also, we help you ensure compliance with any third-party requirements such as but not limited to customers, insurance carriers, and other government agencies (IRS, DOL, etc.). This service is especially important during litigation matters.

We will also go through all other relevant files such as but not limited to training files, vehicle files, etc. We can also assist with the creation of your Audit Ready Binder, and verify that you are ready for the day that unfortunate letter saying, "Your Compliance Review is Scheduled for...." arrives!

### **Full Company Compliance Management**

One thing that sets us apart from the rest is we have been where you are. We understand company operations and how compliance does not always necessarily fit your operations. We are very strategic in helping you stay 100% compliant but at the same time keeping your company operations in mind. We have many services that we offer to be a full compliance partner with you.

### **Compliance Training**

Our Compliance Training Specialists can train your team on anything from DOT Compliance, Driver Recruitment, DOT Audit Preparation, Human Resources, OSHA, etc. as long as it relates to FMCSA, safety, reclassification, etc. we know we can help you. We can conduct strategic planning meetings with supervisors, upper management, and Officers of companies to address specific questions and/or needs you may have.

### **DOT Safety Training**

- Proper Vehicle Inspection Procedures
- Cargo Rollover

- Roadside Inspections
- Drug & Alcohol Awareness
- Hazmat Security Awareness
- Driver Wellness
- Whistleblower Protection
- Driver Qualifications
- Defensive Driving
- In-city driving
- Entry Level Driver Certification Training
- Supervisor Reasonable Suspicion Training

### **Driver Training**

We know and understand what training is required and necessary for drivers. We also understand that a driver's primary goal and desire is to drive and not sit in an office or classroom. Our online training is effective and flexible. Our online training allows drivers to take the training wherever they are. The training also allows companies to communicate with drivers about current company events, industry updates, etc. Thus, enabling the company and drivers to have open communication.

### **We also do anything that is safety and compliance related**

The CEO of TCC has successfully managed FMCSA regulated and Non-regulated logistics businesses with over 20,000 office staff, 8,000 drivers, and over 5,000 third-party service providers here in the U.S. and Canada. The drivers were made up of company employees, independent contractors, subcontractors, temp drivers, and third-party service provider drivers that services the local, residential, last mile, over-the-road, dedicated, and hotshot market (i.e., cars, vans, Sprinters, straight-trucks, tractor-trailers, tankers, etc.).

The TCC team has over 95 years of combined experience in DOT, Logistics, Management, HR, Payroll, Accounting, and virtually anything DOT related. We can also assist with contract review, mergers and acquisitions, equipment procurement, permits, insurance renewals, litigation assistance, and best practice recommendation. We are not "know it all's" though; so, if we do not know something we will tell you and help you find the answer or someone who can! We have many other services that we can and do provide, so if the service you need is not in this document, please do not hesitate to contact our office for additional information. We are confident that we can assist you.