LOGISTICONSULT
BESPOKE TRANSPORT MANAGEMENT SOLUTIONS

● DRIVER TOOLBOX TALK · ABOUT 10 MINUTES

TACHOGRAPH & DRIVERS' HOURS.

Getting the rules right protects your licence, your driving record, and everyone on the road.

WHY THIS MATTERS

Drivers' hours rules exist because tired drivers cause crashes. Get them wrong and it's not just the driver at risk — the operator's licence is exposed too, and DVSA treat hours infringements as one of the clearest signs of a compliance problem.

COVER WITH THE GROUP

Key Points

- Daily driving limit is 9 hours, extendable to 10 hours twice a week
- Weekly limit is 56 hours; fortnightly limit is 90 hours
- A 45-minute break is needed after 4.5 hours driving — it can be split into 15 + 30 minutes
- Daily rest is normally 11 hours, reducible to 9 hours up to three times between weekly rests
- Weekly rest is normally 45 hours, reducible to 24 hours with compensation taken later
- Always use the correct mode — driving, other work, break/rest, or period of availability
- Manual entries must be accurate — a missing entry can be treated as driving time by DVSA

WATCH OUT FOR

Common Mistakes

- Forgetting to switch to "other work" during loading or unloading
- Recording a ferry or train crossing incorrectly
- Not inserting the card at the very start of the shift

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Ask the group:

What do you do if your tachograph fails part-way through a shift?

How should you record a period when you're a passenger, not driving?

ATTENDANCE RECORD

Keep this page on file as evidence the talk took place. DVSA and the Traffic Commissioner look for proof of ongoing driver training, not just a policy that says it happens.

Talk delivered by: _____ **Date:** _____ **Location:** _____

Driver Name	Signature	Date

More guides, checklists and toolbox talks: www.logisticonsult.co.uk/downloads.html · Track it all in Summit: www.summitfleet.co.uk