

# **Commercial Motor Vehicle Operator's Registration (CVOR)**

**and Carrier Safety Rating**

## **Public Guideline**



**For further information please contact:**

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Carrier Sanctions and Investigation Office  
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St. Catharines, Ontario L2R 7R4

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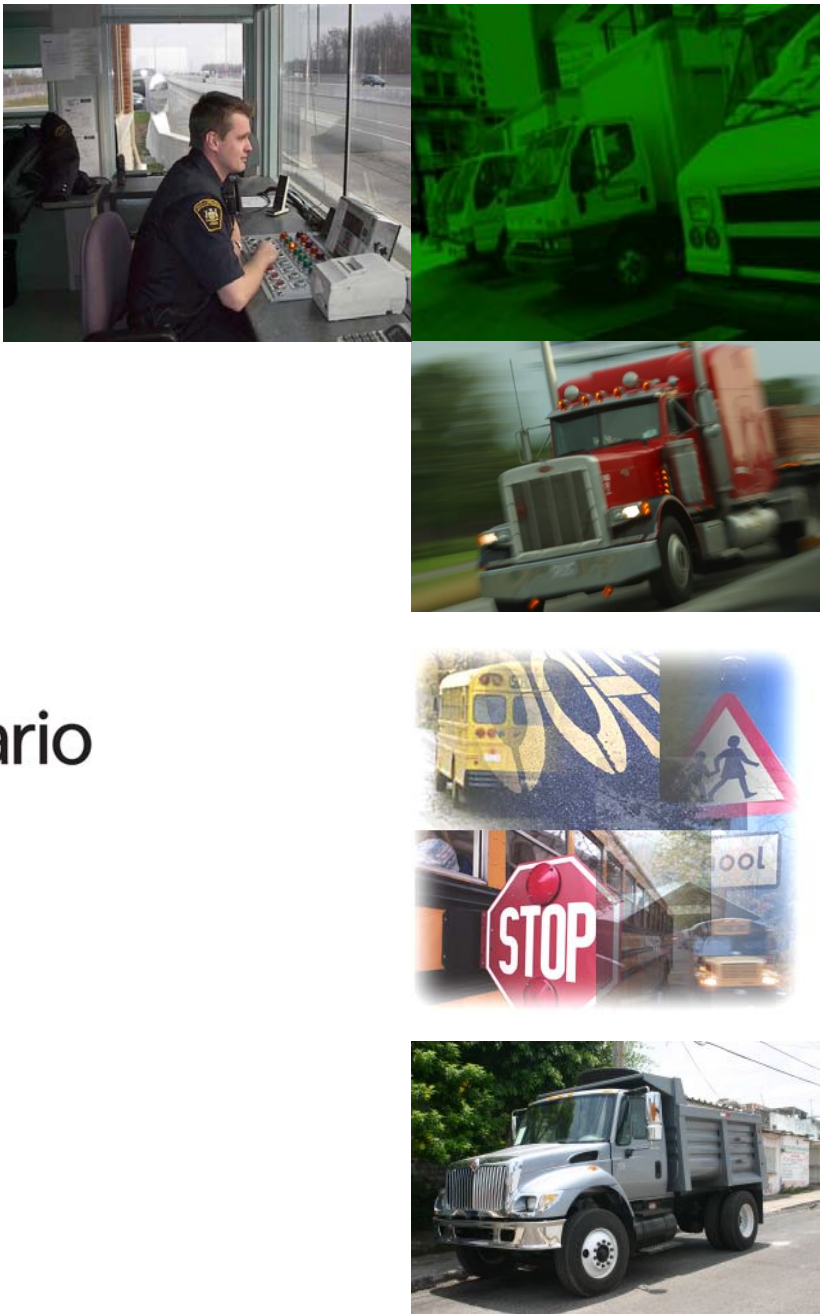
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**Version 2008 March**

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# Introduction

The Commercial Vehicle Operator's Registration (CVOR) system and the Carrier Safety Rating (CSR) program were developed by the Ministry of Transportation as part of Ontario's ongoing commitment to road safety. These programs promote the safe operation of trucks and buses on Ontario's roadways.

This guideline is for operators of **commercial motor vehicles**. This includes trucks that have a registered gross weight of over 4,500 kilograms, and buses that can carry ten or more passengers. Owners/operators of these vehicles must apply for and obtain a **Commercial Vehicle Operator's Registration (CVOR) certificate**.

Each carrier is responsible for monitoring its CVOR record and the performance information it provides, including violation rates, thresholds, audit scores and resulting Safety Rating. The carrier should identify and address problem areas in order to improve its commercial motor vehicle safety performance.

The CVOR system is part of the **Carrier Safety Rating (CSR) program**. The Ministry of Transportation monitors carriers and assigns each a Safety Rating based on several factors: collisions, inspections, and convictions, as well as the results of facility audits.

To find out how to apply for a CVOR certificate, see page 8.

To operate in Ontario, carriers must follow the laws and regulations that apply to the operation of trucks and buses, which includes, but is not limited to:

- The Highway Traffic Act
- Transportation of Dangerous Goods Act
- Public Vehicles Act
- Motor Vehicle Transport Act
- Compulsory Automobile Insurance Act
- Fuel Tax Act

This guideline provides information about the CVOR system and the CSR program. More information is available on the Ministry's website at [www.mto.gov.on.ca](http://www.mto.gov.on.ca) or by contacting MTO:

## Carrier Sanctions and Investigation Office

Ministry of Transportation  
3<sup>rd</sup> Floor, 301 St. Paul Street  
St. Catharines, ON L2R 7R4

Phone: (416) 246-7166 or toll-free 1-800-387-7736 (in Ontario)

Fax: (905) 704-2525 or (905) 704-2039

**Note:** This guideline is not a legal document. For regulations and legislation related to carriers, please refer to the Highway Traffic Act at [www.e-laws.gov.on.ca](http://www.e-laws.gov.on.ca).

Notes:



## Commercial Vehicle Operator's Registration (CVOR)

The CVOR system tracks the on-road safety performance of the following vehicles:

- Trucks that have a gross weight or registered gross weight over 4,500 kg (9,920 lb) and
- Buses that have a seating capacity of ten or more passengers.

The goal of the CVOR system is to improve road safety for all users of Ontario highways by having an effective monitoring and intervention system for all carriers. Poor performance may result in the loss of privileges to operate commercial motor vehicles.

### Vehicles that require a CVOR

A CVOR certificate is required for commercial vehicles that are:

- ✓ Plated in Ontario,
- ✓ Plated in the USA, or
- ✓ Plated in Mexico.

Vehicles that are plated in other Canadian provinces or territories (not Ontario) do not need a CVOR certificate. They require a safety fitness certificate from the province or territory in which the vehicle is plated.

**Note:** For-hire operators of buses, including motor coaches and school/school purpose vehicles, may also require an operating authority under the Public Vehicles Act and Motor Vehicle Transport Act. Contact the Ontario Highway Transport Board at (416) 326-6732 for more information.

### Exemptions

Carriers that operate certain types of vehicles do not need a CVOR certificate. These vehicles include:

- A truck or bus that is plated in another Canadian jurisdiction
- A truck with a registered gross weight and a gross weight of 4,500 kg or less, whether towing a trailer or not and regardless of the trailer's weight
- A truck or bus leased by an individual for 30 days or less to move their personal goods, or to carry passengers at no fare
- An ambulance, fire apparatus, hearse, casket wagon, mobile crane or tow truck
- A truck or bus operating under the authority of a dealer plate or an in-transit permit
- A bus used for personal purposes without compensation
- A motor home used for personal purposes
- A pickup truck used for personal purposes

**Note:** For current exemptions, please refer to the Highway Traffic Act online at [www.e-laws.gov.on.ca](http://www.e-laws.gov.on.ca).

### CVOR responsibilities

A CVOR operator (carrier) is the person who is responsible for the operation of a commercial motor vehicle. The carrier is responsible for:

- The conduct of the driver
- The mechanical safety condition of the vehicle, and
- The shipping of goods or passengers in the vehicle.

The carrier does not necessarily need to be the vehicle owner, but must hold a valid CVOR certificate when using vehicles that are leased or contracted.

Carriers are responsible for all the drivers and vehicles in their operation. For example, these responsibilities include:

- Employing qualified and licensed drivers;
- Monitoring the safety performance of drivers, including hours of service;
- Resolving driver safety issues when they are identified;
- Keeping vehicles in good, safe condition at all times;
- Ensuring load security
- Ensuring daily and annual/semi-annual inspections are completed;
- Keeping records on file (e.g. vehicle repairs, kilometres travelled per year, annual inspection reports, etc.); and
- Notifying the Ministry of changes such as name, address, telephone numbers, fleet data, kilometric travel, and changes in corporate officers, etc.

**Carriers must comply with all regulations and legislation under the *Highway Traffic Act* in order to operate a business in Ontario. Failing to comply may result in sanctions or loss of operating privileges.**

### Applying for a CVOR certificate

To apply for a CVOR Certificate, a carrier must complete a “Commercial Vehicle Operator’s Registration Certificate Application” form. Carriers can get this form from:

#### **Carrier Sanctions and Investigation Office**

Ministry of Transportation  
3rd Floor, 301 St. Paul Street  
St. Catharines, Ontario L2R 7R4

Phone: (416) 246-7166, or 1-800-387-7736 (in Ontario only)

Fax: (905) 704-2525 or (905) 704-2039

A CVOR application may also be viewed and downloaded from the Ministry website at [www.mto.gov.on.ca](http://www.mto.gov.on.ca).

The application requests information about the carrier such as the type of operation, corporate officers, directors and partners, fleet size, kilometres travelled, and authorized signature. Additional documentation may be required for new applicants (e.g. corporate papers).

After the Ministry receives the completed application and processes it, the CVOR certificate will be mailed to the carrier. The carrier must put a photocopy of the certificate in each of the trucks and buses operating under that CVOR certificate.

#### **CVOR Checklist**

- ✓ Trucks and/or buses plated in Ontario, the USA, or Mexico
- ✓ **Trucks** more than 4,500 kg gross weight or RGW (9,920 lb)
- ✓ **Buses** more than 10 passenger seats

**Remember: If you operate vehicles plated in other Canadian jurisdictions, you do not need a CVOR certificate. Instead, you must have a valid Safety Fitness Certificate issued by your home jurisdiction.**

#### **The CVOR System: How it works**

The CVOR system monitors a carrier's CVOR record over a two-year period. This automated computer system contains information that includes:

- Carrier information (e.g. fleet size, kilometres travelled, commodity transported, overall violation rate, Safety Rating, etc.)
- Convictions
- Reportable collisions
- CVSA safety inspections
- Ministry interventions (i.e. letters, interviews, audits and sanctions)

The CVOR certificate identifies the carrier and contains a unique nine-digit identification number. The certificate (or a photocopy) must be carried in each commercial motor vehicle operated under the CVOR certificate. Carriers must surrender the certificate when requested by an MTO enforcement officer or police officer for inspection purposes.

#### **Other Canadian Jurisdictions**

Carriers operating commercial motor vehicles in Ontario that are plated in other Canadian jurisdictions must provide a safety fitness certificate issued by that jurisdiction in place of a CVOR certificate.

#### **Jurisdictions outside Canada**

Since January 1, 2006, carriers operating commercial motor vehicles in Ontario that are plated in any jurisdiction outside Canada may no longer substitute a vehicle permit for a CVOR certificate. They must apply for and obtain a CVOR certificate.

#### **Lease/Contract**

Where a lease or contract is involved, the lease or contract must identify both the vehicle and the lessee's CVOR number. Documented proof of the lease or contract must also be carried in the vehicle. No CVOR Certificate is required if operating a vehicle leased for less than 30 days to transport personal goods only or to transport passengers for free.

### Errors on CVOR records

If a carrier finds outdated information on its CVOR record, such as the address, contact information, fleet and/or rate of travel information, it is the carrier's responsibility to notify the ministry. Applications for updating this information are available from the Carrier Sanctions and Investigation Office.

If there is incorrect information on a carrier's record (e.g. an event on the record that is incorrect or the wrong carrier's information), the carrier is responsible for contacting the Carrier Sanctions and Investigation Office. A CVOR Analyst will investigate the complaint and make corrections to the record, if necessary.

### The carrier's fleet

The vehicles that must be reported as part of a carrier's fleet size are all trucks (including leased, rented and owned) having a gross weight or registered gross weight of more than 4500 kg and all buses. (A bus is a motor vehicle designed to carry ten or more passengers, not including the driver.) Trailers and converter dollies are not counted as part of the fleet size.

#### INCLUDE:

- All the trucks and buses in a carrier's fleet that operate in Ontario and are plated in Ontario, the United States, or Mexico.

#### DO NOT INCLUDE:

- Any trucks or buses in a carrier's fleet that are plated in **other** Canadian jurisdictions.
- Any trucks or buses in a carrier's fleet that NEVER travel in Ontario.
- Any trailers or trailer converter dollies in a carrier's fleet.

### Fleet/kilometric data

The Highway Traffic Act requires carriers to report fleet size and travel information to the Ministry upon request. If the fleet size or rate of travel fluctuates throughout the year, the average rate of travel in Canada for the fleet operating in or through Ontario should be reported.

Carriers must maintain travel records (over a period of up to 24 months) of the kilometres travelled by the trucks and buses in its fleet. These records must be kept separate (i.e. one record of kilometric travel for trucks, and a separate record for buses). Carriers must report any significant changes in:

- Total kilometres driven in Ontario
- Total kilometres driven in all other Canadian jurisdictions, and
- Total kilometres driven outside of Canada.

**Note:** See Appendix H for more information on determining fleet size and rate of travel.

The Highway Traffic Act also requires carriers to report this information to the Ministry upon request.

### CVOR Abstracts

A CVOR Abstract is a document that displays information about a carrier and that carrier's safety performance. There are three CVOR Abstracts available:

- A **Public CVOR Abstract (Level I)** is a one page summary document available to the general public summarizing a carrier's record for a two-year period.
- A **Carrier CVOR Abstract (Level II)** is only available to the carrier or their authorized agent, and includes summary data for a two-year period as well as detailed event data for collisions, convictions, and inspections for a five-year period.
- A **CVOR Driver Abstract** is a five-year record of collisions associated with a conviction of the driver for a safety-related offence, convictions, and inspections relating to the driver (while operating a commercial motor vehicle in Ontario only). The driver licence status and medical due date are also shown.

**Note:** See Appendix C for samples of abstracts and information on obtaining copies of abstracts.

### Carrier CVOR Abstract (Level II)

Collisions, convictions and inspections appear on a Carrier CVOR Abstract (Level II) in the following ways:

#### **Collisions**

Reportable collisions that occurred in Ontario are received by MTO from the police. Reportable collisions that occurred in other Canadian jurisdictions are reported by those jurisdictions via a Canada-wide data exchange system. Only those out-of-province collisions that occurred after April 1, 2007 will appear on a carrier abstract. A "reportable accident" involves damage over \$1,000 and/or personal injury.

Collisions are assigned points based on the severity of the collision and other information on the Motor Vehicle Accident Report (see Appendix F for an example). The report may also include written information on charges laid.

Collisions where no improprieties or vehicle defects are noted on the police report appear on the carrier's CVOR Record but do not incur points (i.e. zero pointed). Collisions reported at a Collision Reporting Centre (self-reporting) are also included on the carrier's record and may also be pointed.

Table 1 on page 13 illustrates the Collision Weighting Table used by the Ministry to assign accident points.

#### **Convictions**

An officer may lay a charge against a driver or carrier. Convictions resulting from driver or carrier charges are recorded on the carrier's CVOR Record with point values based on severity.

Convictions for offences that occurred in other Canadian jurisdictions are received by MTO via a Canada-wide data exchange system. Only those out-of-province convictions that occurred after April 1, 2007, will appear on a carrier abstract.

**Inspections**

An officer may conduct an inspection of a commercial motor vehicle. Inspections are conducted according to the Commercial Vehicle Safety Alliance (CVSA) standards, a standard applied by all jurisdictions across North America. Inspections can result in the following findings:

- Defects
- Out of service defects
- Critical defects that can cause the vehicle to be impounded

Driver or vehicle inspection categories that do not meet the minimum standard are considered out-of-service (oos).

**Note:** Appendix F provides a sample Commercial Vehicle Inspection Report (CVIR) and an explanatory template.

When mechanical defects exceed the critical defect criteria, the Ministry may impound the vehicle. In such a situation, extra points are not added on the CVOR record. However, this event does appear on the CVOR Record and could result in the carrier being recommended for an intervention.

All levels of CVSA inspections performed after April 1, 2007 by an officer anywhere in Canada will appear on a Carrier abstract. This includes passed inspections, as well as those with defects, and defects that are out-of-service.

There are 5 levels of CVSA inspections that Ontario monitors on a CVOR abstract:

- Level 1: examination of the vehicle and driver (driver's license, medical certificates and hours of service)
- Level 2: Walk-Around Driver and Vehicle Inspection. (Vehicle components include those components that can be inspected without physically getting under the vehicle and Driver's license, medical certificates and hours of service)
- Level 3: Only Driver's license, medical certificates and hours of service.
- Level 4: Special Inspections that are a one-time examination of a particular item Driver / or Vehicle.
- Level 5: Vehicle Inspection only without the driver present.

**Facility audits**

The results of a facility audit will be recorded on a carrier's CVOR record. An audit conducted at the request of the carrier will be noted on the record as a voluntary audit.

**Ministry Interventions and Sanctions**

Ministry interventions and sanctions include disciplinary letters sent to the carrier, interviews, audits, and sanctions of fleet limitation, seizure of plates, suspension and/or cancellation of the carrier's operating privileges.

To find out more about facility audits, see pages 20-21.

## Points

**Collisions** are pointed based on severity (property damage, personal injury or fatal injury) and impropriety (vehicle defect, driver action, driver condition) noted on the Motor Vehicle Accident Report from the police, or as indicated on a collision record reported by another Canadian jurisdiction. Refer to Appendix F for a sample Motor Vehicle Accident Report and Template.

Collisions with no impropriety or vehicle defects reported will appear on the carrier's CVOR record but are not pointed.

The following table determines point values assigned for collisions that occurred after April 1, 2007.

<b>Table 1</b>			
<b>Collision Weighting Table</b>			
<b>SEVERITY</b>		<b>NO IMPROPRIETY Factor = 0</b>	<b>IMPROPRIETY Factor = 2</b>
<b>Property Damage</b>	<b>(Factor = 1)</b>	<b>0</b>	<b>2</b>
<b>Personal Injury</b>	<b>(Factor = 2)</b>	<b>0</b>	<b>4</b>
<b>Fatal Injury</b>	<b>(Factor = 3)</b>	<b>0</b>	<b>6</b>

**Convictions** are pointed as per the Conviction Code Table (see Appendix E). Safety related convictions are assigned a weighted value. Administrative related convictions appear on the CVOR record but are weighted at zero.

**Inspection** points are assessed on out of service defects. One point is assigned for the first inspected category found with an out of service defect per unit, and 2 points for each subsequent category found out of service on the same unit (see Appendix H for an example). Each vehicle in a combination of vehicles is counted as a unit. The driver is also counted as a unit, but not any co-driver. There are 15 inspection categories for mechanical defects and 2 driver inspection categories.

## Inspection out of service (oos) rates

There are 3 out of service (oos) rates: overall, vehicle and driver.

**The overall inspection out of service rate** is the percentage of total inspections conducted in the displayed time period that had oos defects. For example, if a carrier had 6 inspections in 24 months, and 3 inspections had oos defects, then the overall oos rate is 50%.

**The vehicle out of service rate** is the percentage of total inspections (excluding level 3) that reported vehicle out of service defects. (Level 1, 2, and 5)

**The driver out of service rate** is the percentage of total inspections that reported a driver out of service defect. (Level 1, 2, and 3)

In all cases, level 4 CVSA inspections are not counted in determining oos rates. The out-of-service rates are shown on the first page of the carrier's CVOR Abstract. See Appendix C for a sample Carrier CVOR Abstract (Level II) and glossary.

### Evaluating a carrier's performance

The CVOR System evaluates a carrier based on the events on its CVOR Record, including collisions, driver and carrier convictions, CVSA inspections and detentions, and the results of facility audits.

The first step in evaluating a carrier is to assess its on-road performance based on three separate safety indicators. These are the carrier's:

- Total collision points accumulated in (up to) a 24-month period (collision violation rate),
- Total conviction points accumulated in (up to) a 24-month period (conviction violation rate), and
- Total inspection points accumulated in (up to) a 24-month period, on CVSA inspections (inspection violation rate).

The points accumulated in each category are compared to the point threshold values listed in Appendix D (Table of Threshold Values) to determine the Percentage of Threshold. Thresholds for collisions and convictions are based on the carrier's kilometric travel in Canada. Thresholds for inspections are based on the total number of units (drivers and vehicles) inspected in Canada. This is a measure of the carrier's performance in each of these categories. For an example of these calculations, see Appendix H.

The violation rate (Percentage of Threshold) in each category is combined to arrive at an overall violation rate. Collisions and convictions contribute at double the value of inspections towards the overall rate. Since they have been shown to be better predictors of future collisions than out of service defects, collisions and convictions are given more importance in determining the overall percentage of threshold (see Appendix H for a sample calculation).

**Note:** Carriers with vehicles plated in the USA are rated on kilometres travelled in Ontario only, and only for Ontario events.

### Interventions and sanctions

The CVOR System automatically identifies a carrier for review when poor safety performance is identified based on the carrier's overall violation rate.

Predetermined stages have been established at which point carrier interventions or sanctions will be considered. When one of these stages is reached, Ministry staff will determine the appropriate intervention (warning letter, interview, audit, etc.).

Other triggering methods may be used to bring a carrier to the Ministry's attention such as significant incidents (e.g. impoundments or wheel separations, unpaid fines, or chronic non-compliance).

All interventions and sanctions concerning a carrier's CVOR Record are directed towards the corporate officer or senior official of the company. In this way, the individual who has control of and accountability for the carrier's operation will be aware of the Ministry's concerns regarding its safety performance and is expected to take the necessary steps to improve. This approach has proven very successful in improving carrier performance. Over 80% of carriers that are subject to an intervention improve their record to an acceptable standard.



### Sanctions

A sanction is the most severe disciplinary measure the Registrar may impose. It may result in a fleet limitation, plate seizure, or suspension or cancellation of a carrier's operating privileges. Sanctions may also result in a carrier receiving an Unsatisfactory Safety Rating. Sanctions imposed by the Registrar take effect throughout Canada. As part of the sanction process, the carrier will have an opportunity to show cause as to why the sanction should not be imposed.

Carriers that exceed 100% of their overall CVOR threshold may receive a Notice of Sanction. The corporate officer or senior official of the company is given the opportunity to show cause to the Registrar or Deputy Registrar of Motor Vehicles as to why its commercial vehicle operator privileges in Canada should not be revoked, suspended or limited. A summary of the information that is available to the Registrar/Deputy Registrar is included with the Notice of Sanction together with the Safety Rating letter that the carrier receives prior to the meeting. This may include a Carrier CVOR Abstract (Level II), listing of outstanding unpaid fines, incident reports and a Ministry analysis of the carrier's safety performance.

### **Sanctions that have been ordered may be appealed to:**

**Licence Appeal Tribunal**  
12<sup>th</sup> Floor, 1 St. Clair Avenue West  
Toronto, Ontario M4V 1K6  
Phone: 416-325-0209  
1-800-255-2214 (within Ontario)

### Reporting CVOR changes or errors

Under Subsection 18(1) of the HTA, changes to corporate officers (officers, directors or partners), carrier name or address must be reported to the Ministry within 15 days. Changes to shareholders should not be reported.

The HTA requires that changes to fleet size and kilometres travelled must also be reported to the Registrar. A fleet size change that increases or decreases a carrier's fleet size by more than 20% must be reported within 15 days or within 15 days of receiving a request from the Registrar for this information (See Subsection 6(1) of O. Reg. 424/97). Changes to kilometres travelled must also be reported to the Registrar within 15 days of a request for this information (See Subsection 7(1) of O. Reg. 424/97). **Failure to do so could result in charges being laid against the carrier.**

Other changes of information should also be reported to ensure the accuracy of carrier information such as commodities carried, no longer operating, etc. A new certificate will **only** be issued for changes to the carrier name, or if a replacement is required due to loss, damage, etc. All name changes require proper and legal supporting documentation.

### **Corporate Officers/Directors**

If there is a change of corporate officers and/or directors, the carrier must complete the Commercial Vehicle Operator's Registration Certificate Application form (see Appendix F) and forward it to the Ministry.

**Fleet Size/Kilometres Travelled**

If there is a change in fleet size or kilometres travelled, the carrier must complete the Commercial Vehicle Operator's Registration Certificate Application form (see Appendix F) and forward it to the Ministry. The information can be faxed or mailed to the address noted on page 5. See Appendix H for calculation of rate of travel and thresholds.

**Note:** Changes to fleet size and rate of travel are **not** automatically captured through the province's Vehicle Registration System (e.g. licence plate renewal, permit purchase or deletion).

**Name/Address**

Changes of name or address for an individual (not a corporation) can be made at a Driver & Vehicle Licence Issuing Office through the Vehicle Registration System if the person making the change owns an Ontario plated vehicle. A corporation must contact the Licensing Administration Office at 2680 Keele Street, Downsview, Ontario M3M 1J8, or phone 416-235-2999 to change the name on vehicle permits. This will allow the issuance of new vehicle permits. If you are not the owner of the vehicles or the vehicles are registered in a jurisdiction other than Ontario, please contact the Carrier Sanctions and Investigation Office (see page 5) for more information.

**Note:** A new CVOR Certificate is not issued for a change of address.

## Carrier Safety Ratings

A **Carrier Safety Rating** is a public label that is assigned to truck and bus operators. The Registrar of Motor Vehicles assigns a rating to a carrier based on the company's safety record, which includes:

- Collisions
- Convictions
- Inspections
- Facility audits

Carrier Safety Ratings are available to the public. They provide information about a carrier's performance. Insurance companies, financial institutions, and shippers can find out a carrier's Safety Rating, which helps them make informed decisions. Carriers with good Safety Ratings can promote themselves to potential customers, whereas carriers with poor Safety Ratings are easily identified.

A carrier receives one of five possible Safety Ratings:

- Excellent
- Satisfactory
- Satisfactory-Unaudited
- Conditional
- Unsatisfactory

Carriers with an acceptable facility audit may be eligible for an Excellent or Satisfactory Safety Rating. Carriers that have not been audited will be rated only on the basis of their CVOR violation rate. The highest rating a carrier without an audit may receive is Satisfactory-Unaudited. Table 2 shows how the percentage of overall CVOR threshold (and the facility audit score, where applicable) will determine the eligibility of carriers for these Safety Rating categories.

### Excellent Safety Rating

A carrier would normally be eligible for an **Excellent Safety Rating** if it meets all of the following conditions:

- The carrier has at least 24 months of demonstrated operation in Ontario and currently holds a valid CVOR certificate,
- The carrier maintains an overall violation rate of 15% or less of overall threshold,
- The carrier also maintains a collision violation rate of 10% or less of the collision threshold, and
- The carrier has been audited and achieved scores of at least 80% on both the driver and vehicle profiles of a facility audit.

### Satisfactory Safety Rating

A carrier would normally be eligible for a **Satisfactory Safety Rating** if it meets all of the following conditions:

- The carrier has at least six months of demonstrated operation in Ontario and currently holds a valid CVOR certificate,
- The carrier maintains an on-road performance level of 70% or less of its overall CVOR threshold, and
- The carrier has been audited and received a passing score.

### Satisfactory-Unaudited Safety Rating

A carrier that has not been audited would normally receive a **Satisfactory-Unaudited Safety Rating** provided it maintains an on-road performance level of 70% or less of its overall CVOR threshold.

### Conditional Safety Rating

A carrier may be considered for a **Conditional Safety Rating** if any of the following circumstances occur:

- If the carrier's on-road performance level exceeds 70% of its overall CVOR threshold.
- If the carrier fails the driver and vehicle profiles of a facility audit.
- Upon the expiry of a suspension or plate seizure.
- If a person or company related to or affiliated with the carrier has an on-road performance level that exceeds 70% of its overall CVOR threshold or fails each of the driver or vehicle profiles of a facility audit.

All Conditional ratings are in effect for a minimum of six months, except when a carrier rating is proposed for a rating downgrade from Conditional to Unsatisfactory. When such a rating downgrade is proposed, there are no minimum time requirements. During the six-month conditional period, the carrier is expected to identify and improve the components of its safety performance which resulted in the assignment of the Conditional rating. Following the six months, the Registrar may propose a rating based on the performance of the carrier at that time.

A carrier may be assigned a Conditional rating as the result of a failed audit. In this case, the carrier cannot improve its rating until six months after the date of the Conditional rating assignment. The carrier must pass a second audit in order to receive a new rating.

Table 2 Carrier Safety Ratings and Normal Performance Levels ON-ROAD PERFORMANCE					
Percentage of Threshold →		0 to 15 <sup>1</sup>	>15 to 70 <sup>2</sup>	>70 <sup>2</sup> to 100	>100 <sup>3</sup>
A U D I T  S C O R E	80% to 100%	Excellent	Satisfactory	Conditional	Unsatisfactory
	55% to < 80%	Satisfactory	Satisfactory	Conditional	Unsatisfactory
	0 to < 55%	Conditional	Conditional	Conditional	Unsatisfactory
	No Audit	Satisfactory-Unaudited	Satisfactory-Unaudited	Conditional	Unsatisfactory

**Notes:**

- 1 To be eligible for an Excellent Safety Rating, the carrier's overall violation rate must not exceed 15% of its Overall CVOR Threshold and its collision violation rate must not exceed 10% of its Collision Threshold. An excellent rating will be downgraded if the carrier's overall violation rate exceeds 20% of its Overall CVOR Threshold or if its collision violation rate exceeds 15% of its Collision Threshold.
- 2 Once assigned a conditional Safety Rating, to be eligible for an upgraded rating, a carrier's overall violation rate must be 60% or less of its Overall CVOR Threshold.
- 3 A carrier is rated Unsatisfactory for the duration of a plate seizure, suspension or cancellation.

**Carriers that exceed their overall CVOR threshold**

When a carrier's overall violation rate exceeds its overall threshold level (over 100%), the system brings it to the Registrar's attention. In most cases, the carrier will be considered for sanction such as plate seizure, suspension or cancellation.

The carrier will also be considered for an **Unsatisfactory Safety Rating**. The Registrar may propose that the carrier's rating be Conditional until the sanction takes effect. The carrier will remain Unsatisfactory for the duration of the sanction.

Upon the completion of the sanction period, a Conditional rating will automatically apply. No rating higher than Conditional will be assigned following the sanction until at least 6 months has elapsed. The Registrar may, however, during the Conditional period following sanction, propose an Unsatisfactory rating where applicable, even though 6 months has not yet passed.

**Safety Ratings for new carriers**

When a carrier applies for a CVOR Certificate, a **Satisfactory-Unaudited** rating is usually proposed. The new carrier is unrated for the first 40 days of operation while the rating is proposed and until the rating comes into effect.

After six months of operation, the Safety Rating system automatically triggers an analysis of the carrier's safety record, and a new rating is proposed if the carrier no longer fits the Satisfactory-Unaudited profile.

Most carriers will remain Satisfactory-Unaudited for the first six months of operation. However, if a carrier accumulates points on the CVOR record or fails an audit, the rating may drop to Conditional or Unsatisfactory.

**Disputing proposed Carrier Safety Ratings**

A carrier has the right to send to the Registrar a written dispute of its proposed Safety Rating. The written dispute may include records as well as written submissions. The carrier must submit the written dispute to the Registrar at the address indicated on the Safety Rating letter within 30 days of being notified of the proposed Safety Rating.

After considering all submissions and records contained in the written dispute, the Registrar will assign a Safety Rating. The assigned Safety Rating may be the one that was originally proposed or may be a different rating than the one proposed. There is no further appeal from this assignment of a rating.

### Deferred Safety Rating Status

A carrier may wish to upgrade its Safety Rating to Satisfactory or Excellent by volunteering for and passing an audit. If a carrier does not pass the audit, the Registrar will propose a Conditional Safety Rating.

Carriers that have volunteered for an audit and failed the audit but have an overall violation rate of 50% or less may apply for **deferred Safety Rating status** by disputing their proposed conditional rating. The Registrar may defer the proposed conditional Safety Rating for up to one year if the carrier meets the following conditions:

- The carrier must submit a dispute and include a written undertaking to address the deficiencies found during the audit, and
- The carrier must agree to submit to a subsequent audit within one year of the notification of the proposed conditional rating.

If the carrier meets these conditions, the Registrar may defer assigning the conditional rating for up to one year.

The conditional rating will be assigned immediately if any one or more of the following conditions occur:

- The carrier's overall violation rate exceeds 50% of its Overall CVOR Threshold,
- Six months have passed and the carrier has not yet requested a re-audit,
- The carrier fails the re-audit, or
- One year has passed and the carrier has not been re-audited or is not awaiting a scheduled re-audit.

A satisfactory or excellent rating, as applicable, will be assigned immediately if the carrier passes the audit or receives an excellent audit score.

### Facility Audits

The facility audit is an important part of the MTO's highway safety program. It works hand-in-hand with the highway enforcement program and gives the carrier the opportunity to learn more about its safety responsibilities.

During a facility audit, MTO personnel will:

- Examine a carrier's records and files that are related to National Safety Code components,
- Inspect vehicles, and
- Review other information such as records, payment of fees/fines, or compliance with bus operating licences.

Based on results of the audit, a profile of the carrier's safety performance is created. A score is assigned and the results are discussed with the Chief Executive Officer or senior official of the company. Charges may be laid as a result of the audit and could result in conviction points on the carrier's CVOR record.

If a carrier fails an audit, the Registrar may propose that the carrier be assigned a **Conditional** Safety Rating. If a Conditional rating is assigned, the carrier will remain at that rating for at least six months. A carrier that is rated Conditional due to a failed audit must pass another audit to be proposed for an improved Safety Rating.

**Carriers that wish to improve their audit score to move up in rating may apply to the Ministry for a voluntary audit, but they must wait six months after a previous audit to do so.**

Notes:



## Threshold Values

What is a carrier's threshold?

A carrier's threshold is the safety performance standard (violation rate) that a carrier is expected to not exceed, based on industry performance data. It is measured individually for collisions, convictions and CVSA inspections and combined to determine an overall violation rate. The threshold is expressed in points accumulated in a sliding 24-month period. A carrier's collision and conviction thresholds depend on its rate of kilometres travelled per month in Canada, whereas the carrier's inspection threshold depends on the number of units inspected (drivers and vehicles) in the past 24 months. (See Appendix D for the Table of Threshold Values.)

The overall threshold combines three individual thresholds: collision threshold, conviction threshold and inspection threshold in the ratios of 2:2:1. These individual thresholds are shown on the Carrier CVOR Abstract (Level II) (see Appendix C).

### Development of performance measures in the CVOR System

The Ministry analysed the on-road safety performance of a large sample of carriers operating in Ontario during the two-year period from July 1, 2003 until June 30, 2005. Collision rates and safety related conviction rates for each carrier were plotted and compared for carriers with varying rates of travel, resulting in a standard that identifies acceptable levels of performance. A similar standard was developed for vehicle inspection performance based on frequency of inspection. Performance standards were determined based on monthly kilometric travel. See Appendix D for the Table of Threshold Values.

An overall performance level or threshold was established for each carrier by weighting the collision, conviction and inspection performances in the ratios of 2:2:1. In other words, collisions and convictions are given double the weight of inspections in determining an operator's overall violation rate (performance level).

See Appendix H for the threshold formulas and sample calculations of kilometric rate of travel, violation rates, and percentages of threshold.

Notes:

## Violation Rates

The CVOR System calculates the carrier's violation rates for collisions and convictions based on the total number of points accumulated over (up to) a 24-month sliding period compared to the threshold values established for that carrier's kilometric rate of travel during that same period. For inspections, the total points accumulated in any given period, up to a maximum of 24 months, are compared with the threshold points established based on the number of units (drivers and vehicles) inspected in that same period. These individual thresholds are combined to arrive at an overall violation rate with collisions and convictions weighted double to inspections.

As new events and points are recorded, events and points older than 24 months drop off. The formula is based on a 24-month period or the number of months since the start of the carrier's CVOR record, whichever is less. The violation rate is converted to a percentage of the carrier's threshold. Appropriate Ministry interventions and sanctions are triggered by the CVOR System if a carrier reaches various levels of its threshold.

- \* The Registrar may use discretionary power to intervene in cases not triggered by the automated system.**

Notes:

## Changes to the CVOR Intervention Model as of April 2, 2007

### **Will changes made to the CVOR Intervention Model on April 2, 2007 be retroactive?**

No, the new CVOR Intervention Model will not apply to events that occurred before April 2, 2007.

### **How will the transition from the previous model to the current model be managed?**

The “road to change” will be a smooth one which will see the new model move forward from April 2, 2007, and will continue to apply the old set of rules for events prior to April 2, 2007. This “blended” method applies a sliding 2-year window, where the old rules apply to the first portion of the 2-year period that took place before the rule changes and the new rules to a second portion that took place afterward. Therefore, two overall violation rates are calculated. The first one is based on the old rules and the second one applies the new rules. The two rates are then blended in proportion to the amount of time associated with each period. Eventually, after two years, the entire violation rate will be based on the new set of rules and the transition is complete. In this manner, there is no immediate shift in Safety Ratings. Transition from the old to the new rules is gradual over a two-year period.

See Appendix C – Abstracts (Sample Carrier CVOR Abstract, Level II) for an example of how a blended overall violation rate is calculated.

### **How will old events be treated – ones that occurred before the new model took effect, but are added to the carrier’s safety record afterward?**

Events are treated according to the date they took place. For example, a collision that took place before April 2, 2007, may not have been recorded on the carrier record until after that date. Any points assigned to the carrier’s safety record for that event will be based on the rules that were in effect on the date the event occurred, not based on the rules in effect on the date it was added to the record.

Notes:

# Appendix A - Glossary of Terms

**Abstract**

A record of carrier identification and performance data.

**Action Plan/Commitments**

Document prepared by the carrier setting out measurable compliance related activities that a carrier agrees to undertake following a ministry intervention.

**Adjusted Fleet Size**

The number of commercial motor vehicles operated in Ontario by a carrier, plus any double shifted commercial motor vehicles and then reduced to account for the percentage of travel within Ontario.

**Cab Card**

A vehicle permit issued by a Canadian jurisdiction, which allows travel into other Canadian jurisdictions. This is considered an Ontario permit for out-of-province operators.

**Cancellation**

The Registrar of Motor Vehicles may cancel the CVOR Certificate, the number plate and plate portion of vehicle permits and operating privileges of a carrier.

**Cancellation Order**

Informs the carrier that the Registrar of Motor Vehicles has cancelled his/her permits and plates and/or CVOR Certificate, plate portion of permits and operating privileges.

**Carrier**

Also referred to as the “operator”. The individual/company responsible for the operation of a commercial motor vehicle including the conduct of the driver, the carriage of goods or passengers, and the vehicle or combination of vehicles operating on Ontario’s roadways.

**Carrier CVOR Abstract (Level II)**

A detailed history of a carrier’s performance including a summary of performance over the previous 24-month period, accessible only by the carrier or an authorized agent of the carrier. Details of collisions, convictions and inspections over the previous five years are also included.

**Commercial Motor Vehicle (CMV)**

A commercial motor vehicle includes a truck or highway tractor with a gross weight or registered gross weight of more than 4500 kg or a bus with a seating capacity for ten or more passengers. Exceptions are noted in Subsection 16(1) of the *Highway Traffic Act*.

**Commercial Vehicle**

Includes commercial motor vehicles and the trailers they may tow.

**Commercial Vehicle Inspection Report (CVIR)**

An inspection report completed by an enforcement officer or police officer of a complete mechanical inspection of a commercial vehicle (i.e. a Level 1 or Level 5 inspection). This

inspection usually takes place on road, at a truck inspection station or at the carrier's place of business. Safety defects, if any, are reported on this form.

**Commercial Vehicle Operator's Registration (CVOR) System**

An automated computer system that monitors the on-road performance of all carriers utilizing Ontario roadways.

**Commercial Vehicle Operator's Registration (CVOR) Certificate**

A Commercial Vehicle Operator's Registration (CVOR) Certificate is issued when a carrier is registered in the Ministry of Transportation CVOR System as a carrier. A copy of the certificate must be carried in each commercial motor vehicle operated under that CVOR.

**Commercial Vehicle Safety Alliance (CVSA)**

Commercial Vehicle Safety Alliance (CVSA) is an international organization comprised of Canada, the US, Mexico and Puerto Rico. This agreement provides uniform vehicle inspection criteria across North America.

**Conviction**

A finding of guilt on charges by a court of law.

**CVOR Driver Abstract**

A summary of a driver's performance while operating commercial motor vehicles over the previous five-year period including moving and non-moving violations, collisions and inspections.

**Deputy Registrar of Motor Vehicles**

The Deputy Registrar of Motor Vehicles appointed under the *Highway Traffic Act* and designated by the Registrar of Motor Vehicles to act on his/her behalf.

**DGTA**

**Dangerous Goods Transportation Act.** The DGTA provides legislation for the movement of dangerous goods by commercial vehicles in Ontario and for the identification, certification and handling of dangerous goods.

**Dispute**

For the purposes of this document, a dispute is a written response that a carrier may file with the Registrar within 30 days of notice of a proposed carrier Safety Rating.

**Double-Shifted**

A vehicle operated by two individual drivers, who have separate shifts consisting of a minimum of 8 hours each, in a 24-hour period more than 4 days per week. The carrier must have sufficient drivers and supporting logs/time records to qualify for double shift status.

**Event**

Collisions, convictions and inspections involving commercial vehicles that are monitored by the CVOR System.



**Facility Audit**

A facility audit is a structured review of a carrier's books and records to determine compliance with the National Safety Code and related statutes and regulations. It includes a review of the driver and vehicle records and may include the mechanical inspection of vehicles.

**Fleet Limitation**

A sanction imposed by the Registrar limiting the number of commercial vehicles that a carrier may operate within Ontario during the period of a sanction. Every vehicle operated within Ontario during a fleet limitation must be accompanied by an original fleet limitation certificate issued by the Registrar.

**Total Ontario Fleet Size**

Total number of commercial motor vehicles normally operated by a carrier in Ontario.

**HTA**

**Highway Traffic Act** with its regulations governs such things as vehicle registration, driver licensing, vehicle equipment, vehicle safety inspection, weight, length and height of vehicles/load, security of loads, school buses, Commercial Vehicle Operator's Registration, Registrar of Motor Vehicle sanctions, hours of work and retention of records.

**Hours of Work**

Regulated driving and on-duty hours for a driver of a commercial motor vehicle.

**ICON**

Integrated Court Offences Network including the Outstanding Payments Update Listing that provides a listing of unpaid fines. This is produced by the Courts, Ministry of the Attorney General.

**Intervention(s)**

A number of disciplinary actions that may be imposed on a carrier. These include, but are not limited to a warning letter, an interview, a facility audit, and/or a sanction.

**Interview**

A Registrar's intervention conducted by Ministry staff where a carrier is invited to attend and discuss their non-compliance and that may include the development of an action plan for improvement.

**IRP**

International Registration Plan. Manages the program that allows commercial vehicle registration revenues to be distributed among the jurisdictions in which carriers travel.

**LAT**

The Licence Appeal Tribunal (LAT) is a tribunal that hears carrier appeals of sanction decisions made by the Registrar of Motor Vehicles. Formally known as the Licence Suspension Appeal Board (LSAB).

**MVIS**

**(Motor Vehicle Inspection Station)** - An inspection station authorized by the ministry to inspect vehicles for certification of mechanical fitness and issuance of annual inspection stickers and Safety Standards Certificates (SSC).

**MVTA**

**Motor Vehicle Transport Act (Canada).** Federal legislation governing carriers that have occasion to operate into out or through one or more Canadian jurisdiction.

**National Safety Code**

A series of safety related performance standards that are national in scope and designed to promote the safe operation of commercial motor vehicles, many of which have been incorporated into the *Highway Traffic Act* and its regulations.

**Notice of Appeal**

A notice filed by a carrier to the Licence Appeal Tribunal (LAT) to appeal a decision made by the Registrar of Motor Vehicles.

**OHTB**

Ontario Highway Transport Board is the board that oversees and issues licences to bus operators.

**Operating Licence**

A licence issued to operate public vehicles on a for-hire basis under the MVTA, TTA or PVA.

**Operator**

See definition of “Carrier”.

**Owner/Operator**

A person who owns a commercial motor vehicle that sub-contracts their services to a licensed carrier.

**PVA**

**Public Vehicles Act.** The PVA provides legislation for the movement of for-hire buses within the province.

**Public CVOR Abstract (Level I)**

A one-page summary of a carrier’s performance over the previous 24-month period, accessible by the general public.

**Recognized Authority**

Authority granted by the Ministry that allows a carrier to test their drivers for commercial licenses.

**Registrar**

The Registrar of Motor Vehicles

**Safety Record**

A record kept and obtained by the Registrar relating to a carrier or related carrier that is normally considered in issuing sanctions and must be considered by the Registrar in issuing a Safety Rating.

**Sanction**

A sanction is the most severe disciplinary measure. It may result in a fleet limitation, plate seizure, or suspension or cancellation of a carrier's operating privileges.

**Team Drivers**

Two drivers driving the same vehicle for a period wherein each driver drives the vehicle for a minimum of 8 hours.

**Threshold**

The standard against which a carrier's performance is measured. The threshold represents 100% of a carrier's allowable violation rate based on industry performance data.

**TIS**

Truck Inspection Station.

**Violation Rate**

A measure of a carrier's safety performance as compared to their threshold and expressed as a percentage of threshold.

**Warning Letter**

A letter that may be sent by the Registrar to a carrier when its violation rate is above an acceptable percentage of its threshold.

Notes:

## Appendix B – Legislation and regulation

### **Excerpts from the Highway Traffic Act**

#### **Legislation Regarding**

#### **Commercial Vehicle Operator's Registration and Carrier Safety Ratings**

***Note: Not an official version. For current legislation and regulations, go to [www.e-laws.gov.on.ca](http://www.e-laws.gov.on.ca).***

Consolidation Period: **From September 30, 2007**

#### **Commercial motor vehicles Definitions - Sections 16 – 23**

#### **Suspension and cancellation of licence, etc., general - Section 47**

#### **Appeals of suspension and cancellation - Section 50**

**16. (1)** In this section and in sections 17 to 23.1,

“commercial motor vehicle” does not include,

(a) a commercial motor vehicle, other than a bus, having a gross weight or registered gross weight of not more than 4,500 kilograms, an ambulance, a fire apparatus, a hearse, a casket wagon, a mobile crane, a motor home or a vehicle commonly known as a tow truck,

(b) a commercial motor vehicle leased for no longer than thirty days by an individual for the transportation of goods kept for that individual's personal use or the gratuitous carriage of passengers,

(c) a commercial motor vehicle operated under a permit and number plates issued under a regulation made under clause 7 (24) (g) or (h) that is not transporting passengers or goods,

(d) a commercial motor vehicle operated under the authority of an In-Transit permit, and

(e) a bus that is used for personal purposes without compensation; (“véhicule utilitaire”)

“compensation” includes any rate, remuneration, reimbursement or reward of any kind paid, payable or promised, or received or demanded, directly or indirectly; (“rémunération”)

“CVOR certificate” means a Commercial Vehicle Operator's Registration Certificate issued under this Act; (“certificat d'immatriculation UVU”)

“goods” includes all classes of materials, wares and merchandise and livestock; (“biens”)

“operator” means the person directly or indirectly responsible for the operation of a commercial motor vehicle including the conduct of the driver of, and the carriage of goods or passengers, if any, in, the vehicle or combination of vehicles; (“utilisateur”)

“safety record” means the safety record of an operator determined in accordance with the regulations; (“fiche de sécurité”) R.S.O. 1990, c. H.8, s. 16 (1); 1994, c. 27, s. 138 (8); 1996, c. 33, s. 1; 2002, c. 18, Sched. P, s. 3 (1-3).

**CVOR certificate required**

(2) No person shall drive or operate a commercial motor vehicle on a highway unless the operator is the holder of a valid CVOR certificate. R.S.O. 1990, c. H.8, s. 16 (2); 2002, c. 18, Sched. P, s. 3 (4).

**Documents to be carried**

(3) Every driver of a commercial motor vehicle shall carry the original or a copy of,

- (a) the CVOR certificate issued to the operator of the vehicle; or
- (b) the lease of the vehicle meeting the requirements of subsection (5) if it is a leased vehicle,
- (c) Repealed: 2002, c. 18, Sched. P, s. 3 (5).

and where the operator has been issued fleet limitation certificates, a fleet limitation certificate. R.S.O. 1990, c. H.8, s. 16 (3); 2002, c. 18, Sched. P, s. 3 (5).

**Documents to be surrendered**

(4) Every driver of a commercial motor vehicle shall, upon the demand of a police officer, surrender for inspection the documents that are required under subsection (3) to be carried. R.S.O. 1990, c. H.8, s. 16 (4).

**Requirements for lease**

(5) Every lease carried under subsection (3) shall clearly identify the vehicle involved, the parties to the lease and their addresses, the operator of the vehicle and the operator's CVOR certificate. 2002, c. 18, Sched. P, s. 3 (6).

(6), (7) Repealed: 2002, c. 18, Sched. P, s. 3 (6).

**CVOR certificates issued by Registrar**

17. (1) The Registrar shall issue a CVOR certificate to every person who applies therefor in the prescribed form and meets the requirements of this Act and the regulations. 1996, c. 33, s. 2.

**Refusal to issue**

(2) The Registrar may refuse to issue a CVOR certificate to an applicant if the Registrar has reason to believe, having regard to the applicant's safety record and any other information that the Registrar considers relevant, that the applicant will not operate a commercial motor vehicle safely or in accordance with this Act, the regulations and other laws relating to highway safety. 1996, c. 33, s. 2.

**Same**

(3) The Registrar may refuse to issue a CVOR certificate to an applicant if the applicant is related to,

- (a) a person whose CVOR certificate has been cancelled, is or has been under suspension or is or has been subject to a fleet limitation;
- (b) a person whose CVOR certificate suspension, cancellation or fleet limitation is under appeal; or
- (c) a person who the Registrar has reason to believe, having regard to the person's safety record and any other information that the Registrar considers relevant, will not operate a commercial motor vehicle safely or in accordance with this Act, the regulations and other laws relating to highway safety. 1996, c. 33, s. 2.

**Interpretation**

(4) An applicant is related to a person for the purpose of subsection (3) if,

- (a) the applicant and the person are related individuals;
- (b) either the applicant or the person is a partner of the other or was a partner of the other or they have or have had partners in common;
- (c) either the applicant or the person, directly or indirectly, controls or controlled or manages or managed the other; or
- (d) the applicant and the person have or have had common officers or directors or they are or have been controlled, directly or indirectly, by the same shareholders. 1996, c. 33, s. 2.

**Conditions**

(5) The Registrar may issue a CVOR certificate subject to any terms and conditions set out in the regulations that the Registrar considers appropriate. 1996, c. 33, s. 2.

**One certificate only**

(6) No person, alone or in partnership, is entitled to hold more than one CVOR certificate. 1996, c. 33, s. 2.

**Not transferable**

(7) A CVOR certificate is not transferable. 1996, c. 33, s. 2.

**Safety ratings, commercial motor vehicle operators**

**17.1 (1)** The Registrar shall assign a safety rating to every operator in accordance with the regulations. 1996, c. 33, s. 3.

**Notice of rating to operator**

(2) Where the Registrar proposes to assign a safety rating to an operator for the first time or to change an operator's safety rating, he or she shall notify the operator of the proposed rating by regular mail sent to the operator's latest address appearing on the records of the Ministry. 1996, c. 33, s. 3.

**Same**

(3) A notice under subsection (2) shall be deemed to have been received on the fifth day after it was mailed unless the person to whom notice is given establishes that the person did not, acting in good faith, through absence, accident, illness or other cause beyond the person's control, receive the notice. 1996, c. 33, s. 3.

**Operator may dispute first or changed rating**

(4) An operator may, within 30 days after being notified under subsection (2), submit to the Registrar documents, records and written submissions that may show cause why the Registrar should not assign the proposed safety rating to the operator. 1996, c. 33, s. 3.

**Registrar to confirm or change safety rating**

(5) Upon the expiration of the 30-day period referred to in subsection (4) and consideration of any documents, records and submissions submitted under that subsection, the Registrar shall assign to the operator the proposed safety rating or a different rating. 1996, c. 33, s. 3.

**Written hearing**

(6) Despite the *Statutory Powers Procedure Act*, the Registrar shall consider the matter under subsection (5) by means of a written hearing unless the Registrar agrees to an oral or electronic hearing. 1996, c. 33, s. 3.

**Parties, privacy**

(7) The Registrar and the operator whose safety rating is under dispute are the only parties to the hearing and, unless they otherwise agree, the hearing shall be closed to the public. 1996, c. 33, s. 3.

**No appeal**

(8) The safety rating assigned by the Registrar is final and binding and there is no appeal therefrom. 1996, c. 33, s. 3.

**Available to the public**

(9) The Registrar shall make the safety ratings of operators available to the public in the manner that the Registrar considers appropriate. 1996, c. 33, s. 3.

**Protection from personal liability**

(10) No action or other proceeding for damages shall be instituted against the Registrar or any employee of the Ministry for any act done in good faith in the execution or intended execution of a duty under this section or for any alleged neglect or default in the execution in good faith of a duty under this section. 1996, c. 33, s. 3.

**Crown not relieved of liability**

(11) Despite subsections 5 (2) and (4) of the *Proceedings Against the Crown Act*, subsection (10) does not relieve the Crown of liability in respect of a tort committed by a person mentioned in subsection (10) to which it would otherwise be subject. 1996, c. 33, s. 3.

**CVOR certificate changes**

18. (1) Every holder of a CVOR certificate shall notify the Registrar in writing within 15 days after any change in the holder's name or address or, where applicable, the persons constituting the officers, directors or partners of the holder, of the change made. 1996, c. 33, s. 4.

**Same**

(2) Every holder of a CVOR certificate shall notify the Registrar of any change in the holder's commercial motor vehicle fleet size or in the total distance travelled by the commercial motor vehicle fleet in a specified period, in accordance with the regulations. 1996, c. 33, s. 4.

**Person deemed to be operator**

19. In the absence of evidence to the contrary, where no CVOR certificate or lease applicable to a commercial motor vehicle is produced, the holder of the plate portion of the permit for the vehicle shall be deemed to be the operator for the purposes of sections 18 and 20. 2002, c. 18, Sched. P, s. 6.

**Commercial motor vehicles, enforcement of ss. 16-23, etc.****Retaining lease**

20. (1) Every person who gives up possession of a commercial motor vehicle under a lease shall retain a copy of the lease in the person's place of business for a period of one year after the termination of the lease. R.S.O. 1990, c. H.8, s. 20 (1); 2002, c. 18, Sched. P, s. 7.

**Where contravention of subs. 16 (2) or 47 (8)**

(2) A police officer who has reason to believe that a commercial motor vehicle is being operated in contravention of subsection 16 (2) or 47 (8) may,

(a) detain the vehicle at any location that is reasonable in the circumstances; and

(b) seize the permits and number plates for the vehicle,

until the vehicle can be moved without a contravention of this Act occurring. R.S.O. 1990, c. H.8, s. 20 (2).

**Permit suspended**

(3) Every permit seized under subsection (2) shall be deemed to be under suspension for the purposes of section 51 while it is in the custody of the officer seizing it. R.S.O. 1990, c. H.8, s. 20 (3).



**Lien**

(4) The costs incurred in detaining a vehicle under subsection (2) are a lien on the vehicle, which may be enforced in the manner provided under Part III of the *Repair and Storage Liens Act*. R.S.O. 1990, c. H.8, s. 20 (4).

**Court application**

(5) The person entitled to possession of a vehicle that is detained or the permits or plates of which are seized under subsection (2) may apply to the Ontario Court (General Division) for an order that the vehicle be released or the permits and plates returned, as the case may be. R.S.O. 1990, c. H.8, s. 20 (5).

**Security**

(6) On an application being made under subsection (5), the Court may make the order applied for on condition that a security, for the payment of any fine imposed, in the amount that is determined by the Court but not exceeding \$5,000 be deposited with the Court. R.S.O. 1990, c. H.8, s. 20 (6).

**Return of security**

(7) Every security deposited under subsection (6) shall be returned,

- (a) upon a final acquittal under all charges arising in connection with the seizure or detention;
- (b) where a charge is not laid within six months after the seizure or detention, on the expiration of the six-month period; or
- (c) upon a conviction arising in connection with the seizure or detention, after withholding the amount of the fine. R.S.O. 1990, c. H.8, s. 20 (7).

**Offences, commercial motor vehicles**

**21. (1)** Every person who contravenes subsection 16 (3) or (4), section 18 or 20 or a regulation made under section 22 is guilty of an offence and on conviction is liable to a fine of not more than \$500. R.S.O. 1990, c. H.8, s. 21 (1).

**Idem**

(2) Every person who contravenes subsection 16 (2) is guilty of an offence and on conviction is liable to a fine of not more than \$2,000 or to imprisonment for a term of not more than six months, or to both. R.S.O. 1990, c. H.8, s. 21 (2).

**Same**

(3) Every person who contravenes or fails to comply with a term or condition of a CVOR certificate issued to the person is guilty of an offence and on conviction is liable to a fine of not more than \$2,000 or to imprisonment for a term of not more than six months, or to both. 1996, c. 33, s. 5.

**Same**

(4) Every person who provides, uses or permits the use of a fictitious, altered or fraudulently obtained CVOR certificate, or improperly uses a CVOR certificate, is guilty of an offence and on conviction is liable to a fine of not less than \$400 and not more than \$5,000, or to imprisonment for a term of not more than six months, or to both. 2002, c. 18, Sched. P, s. 8.

**Regulations and fees, commercial motor vehicles**

**22. (1)** The Lieutenant Governor in Council may make regulations,

- (a) prescribing forms;
- (b) Repealed: 1996, c. 33, s. 6 (1).

(c) classifying persons and vehicles and exempting any class of person or vehicle from section 16 and prescribing conditions for any such exemption;

(d) prescribing the requirements to obtain and to hold CVOR certificates and authorizing the Registrar to waive any requirements that are specified in the regulations under the circumstances prescribed therein;

(d.1) prescribing terms and conditions that may attach to CVOR certificates, including the imposition of an expiry date on a certificate;

(e) governing the suspension or cancellation of CVOR certificates under subsection 47 (1) or the imposition of a limitation on the fleet size operated under a CVOR certificate under subsection 47 (2);

(f) respecting documents and information to be filed with or supplied to the Ministry prior to the issuance or renewal of CVOR certificates or as a condition of retention thereof by the holders of CVOR certificates;

(g) defining “fleet size” for the purpose of subsection 18 (2), and exempting any class or classes of CVOR certificate holders from all or part of the requirements of subsection 18 (2);

(h) prescribing the method for determining an operator’s safety record;

(i) prescribing the method for assigning safety ratings to operators;

(j) providing for the reciprocal recognition of safety ratings, safety records and similar records of territories, other provinces and states of the United States of America. R.S.O. 1990, c. H.8, s. 22; 1996, c. 33, s. 6 (1-3).

#### **Fees**

[\(2\)](#) The Registrar may set fees, subject to the approval of the Minister, for the issuance, renewal and replacement of CVOR certificates. 1996, c. 33, s. 6 (4).

#### **Liability insurance for commercial motor vehicles**

[23. \(1\)](#) No operator or owner of a commercial motor vehicle shall operate the vehicle or cause or permit the vehicle to be operated on a highway unless, in addition to the minimum liability insurance required under the *Compulsory Automobile Insurance Act*, motor vehicle liability insurance in the amount prescribed by the regulations is carried for the vehicle with an insurer licensed under the *Insurance Act*. R.S.O. 1990, c. H.8, s. 23 (1).

#### **Non-residents**

[\(2\)](#) If an operator or owner of a commercial motor vehicle is not a resident of Ontario, the insurance required by subsection (1) may be carried with an insurer who is authorized to transact the insurance in the state or province in which the owner or operator resides. R.S.O. 1990, c. H.8, s. 23 (2).

#### **Driver to carry evidence of insurance**

[\(3\)](#) Every driver of a commercial motor vehicle shall carry evidence of a type prescribed by the regulations that the vehicle is insured as required by this section and shall surrender the evidence for reasonable inspection upon the demand of a police officer. R.S.O. 1990, c. H.8, s. 23 (3).

#### **Offence**

[\(4\)](#) An operator or owner who contravenes subsection (1) is guilty of an offence and on conviction is liable to a fine of not less than \$500 and not more than \$2,500. R.S.O. 1990, c. H.8, s. 23 (4).

**Idem**

(5) A driver who contravenes subsection (3) is guilty of an offence and on conviction is liable to a fine of not less than \$100 and not more than \$500. R.S.O. 1990, c. H.8, s. 23 (5).

**Regulations**

(6) The Lieutenant Governor in Council may make regulations,

- (a) prescribing the amount of motor vehicle liability insurance to be carried for a commercial motor vehicle;
- (b) prescribing documents that may be accepted as evidence that a commercial motor vehicle is insured as required by this section;
- (c) prescribing the form, amount, nature, class, provisions and conditions of the insurance required by section 23.1 and the nature of the evidence of that insurance that is to be carried in the vehicle. R.S.O. 1990, c. H.8, s. 23 (6); 2002, c. 18, Sched. P, s. 10.

**Insurance**

**23.1** Every person carrying goods for any other person for compensation shall obtain and carry the insurance that is required by the regulations and shall ensure that the evidence of the insurance is carried in every commercial motor vehicle of the operator that is being used to transport goods for compensation. 2002, c. 18, Sched. P, s. 11.

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**Suspension and cancellation of licence, etc., general**

**47. (1)** Subject to section 47.1, the Registrar may suspend or cancel,

- (a) the plate portion of a permit as defined in Part II;
  - (b) a driver's licence; or
  - (c) a CVOR certificate,
- on the grounds of,
- (d) misconduct for which the holder is responsible, directly or indirectly, related to the operation or driving of a motor vehicle;
  - (e) conviction of the holder for an offence referred to in subsection 210 (1) or (2);
  - (f) the Registrar having reason to believe, having regard to the safety record of the holder or of a person related to the holder, and any other information that the Registrar considers relevant, that the holder will not operate a commercial motor vehicle safely or in accordance with this Act, the regulations and other laws relating to highway safety; or
  - (g) any other sufficient reason not referred to in clause (d), (e) or (f). R.S.O. 1990, c. H.8, s. 47 (1); 1996, c. 33, s. 7 (1, 2).

**Restriction**

(2) As an alternative to a suspension or cancellation under subsection (1), the Registrar may, subject to section 47.1, restrict the number of commercial motor vehicles that may be operated by a holder of a CVOR certificate during the period that the Registrar stipulates. R.S.O. 1990, c. H.8, s. 47 (2); 1996, c. 33, s. 7 (3).

**Interpretation**

(2.1) Subsection 17 (4) applies, with necessary modifications, for the purpose of determining who are related persons under clause (1) (f). 1996, c. 33, s. 7 (4).

**New permit not to be issued**

(3) A person whose permit is under suspension or is cancelled under this section is not entitled to be issued a plate portion of a permit while the permit is under suspension or is cancelled. 2002, c. 18, Sched. P, s. 15 (1).

**New licence not to be issued**

(3.1) A person whose licence is under suspension or is cancelled under this section is not entitled to be issued a licence while the licence is under suspension or is cancelled. 2002, c. 18, Sched. P, s. 15 (1).

**New CVOR certificate not to be issued**

(3.2) A person whose CVOR certificate is under suspension under this section or is revoked under section 17.0.1 is not entitled to be issued a CVOR certificate while the CVOR certificate is under suspension or is revoked. 2002, c. 18, Sched. P, s. 15 (1).

**Same**

(3.3) A person whose CVOR certificate has been cancelled under this section is never entitled to be issued a CVOR certificate. 2002, c. 18, Sched. P, s. 15 (1).

**Fleet limitation certificates**

(4) Where a restriction is imposed under subsection (2), the Registrar shall issue to the holder of the CVOR certificate fleet limitation certificates in a number equal to the number of vehicles permitted to be operated. R.S.O. 1990, c. H.8, s. 47 (4).

**Offence**

(5) Every person whose permit for a motor vehicle is suspended or cancelled and who, while prohibited from having such a motor vehicle registered in their name, applies for or procures the issue of or has possession of the plate portion of a permit for a motor vehicle issued to them is guilty of an offence and on conviction is liable,

(a) to a fine of not less than \$60 and not more than \$500 where the vehicle is not a commercial motor vehicle; or

(b) to a fine of not less than \$200 and not more than \$2,000 where the vehicle is a commercial motor vehicle,

or to imprisonment for a term of not more than thirty days, or to both a fine and imprisonment. R.S.O. 1990, c. H.8, s. 47 (5); 1996, c. 33, s. 7 (5).

**Idem**

(6) Every person whose licence is suspended or cancelled and who, while prohibited from driving a motor vehicle, applies for or procures the issue of or has possession of any portion of a licence other than a Photo Card portion issued to him or her is guilty of an offence and on conviction is liable to a fine of not less than \$60 and not more than \$500 and to imprisonment for a term of not more than thirty days. R.S.O. 1990, c. H.8, s. 47 (6).

**Idem**

(7) Every person whose CVOR certificate is suspended or cancelled who applies for or procures the issue of a CVOR certificate to himself is guilty of an offence and on conviction is liable to a fine of not less than \$200 and not more than \$2,000 or to imprisonment for a term of not more than thirty days, or to both. R.S.O. 1990, c. H.8, s. 47 (7); 1996, c. 33, s. 7 (6); 2002, c. 18, Sched. P, s. 15 (2).

**Idem**

(8) Every person,

(a) in respect of whom a restriction is imposed under subsection (2) who operates a commercial motor vehicle in which a valid fleet limitation certificate is not carried; or

(b) who operates a commercial motor vehicle without a permit or certificate or when their permit or certificate is under suspension,

is guilty of an offence and on conviction is liable to a fine of not more than \$5,000 or to imprisonment for a term of not more than six months, or to both. R.S.O. 1990, c. H.8, s. 47 (8); 1996, c. 33, s. 7 (7).

**Power to seize number plates**

[\(8.1\)](#) If the plate portion of a permit is suspended or cancelled under clause (1) (a), the Registrar may order that the plate portion of the permit or the number plates issued in connection with the plate portion of the permit be seized and any police officer or officer appointed for carrying out this Act may seize the plate portion of the permit and the number plates and deliver them to the Ministry. 1996, c. 33, s. 7 (8).

**Definitions, “commercial motor vehicle”, etc.**

[\(9\)](#) For the purposes of this section and section 47.1,

“commercial motor vehicle”, “operator” and “safety record” have the same meanings as in subsection 16 (1). (“véhicule utilitaire”, “utilisateur”, “fiche de sécurité”) 1996, c. 33, s. 7 (9); 2001, c. 9, Sched. O, s. 4.

**Power to seize out-of-province permits and plates**

[\(10\)](#) The Registrar may, at any time, for misconduct or contravention of this Act or the *Public Vehicles Act* or of any regulation thereunder by an owner or lessee of one or more motor vehicles or trailers for which permits have been issued by a jurisdiction or jurisdictions other than the Province of Ontario, order that the permit and number plates issued for the vehicle or vehicles be seized. 2002, c. 18, Sched. P, s. 15 (3).

**Same**

[\(11\)](#) Any police officer or officer appointed for carrying out this Act or for the enforcement of the *Public Vehicles Act* may seize the permit and number plates pursuant to an order under subsection (10) and deliver them to the Ministry, which shall return them to the authority that issued them. 2002, c. 18, Sched. P, s. 15 (3).

**Notice, proposed action s. 47 or safety concern****Notice of proposed action, s. 47**

[47.1 \(1\)](#) Before taking any action under clause 47 (1) (a) or (c) or subsection 47 (2), the Registrar shall notify the person whose plate portion of a permit or CVOR certificate is to be affected of his or her proposed action. 1996, c. 33, s. 8.

**Notice of safety record concerns**

[\(1.1\)](#) The Registrar may also notify an operator at any time if the Registrar has reason to believe that the operator may not operate a commercial motor vehicle safely or in accordance with this Act, the regulations or other laws relating to highway safety. 2001, c. 9, Sched. O, s. 5 (1).

**Method of giving notice**

[\(2\)](#) Notice under subsection (1) or (1.1), or withdrawal of such a notice, is sufficiently given,

(a) if it is delivered personally;

(b) if it is delivered by registered mail addressed to the person at the latest address for the person appearing on the Ministry records; or

(c) if it is sent by telephone transmission of a facsimile or by some other electronic or other transmission medium permitted by the regulations to the person at the latest facsimile number or other medium address for the person provided by the person to the Ministry. 1996, c. 33, s. 8; 2001, c. 9, Sched. O, s. 5 (2).

**Same**

[\(3\)](#) Unless the person establishes that the person did not, acting in good faith, through absence, accident, illness or other cause beyond the person's control, receive the notice,

(a) notice given by registered mail shall be deemed to have been received on the fifth day after it was mailed;

(b) notice given by telephone transmission of a facsimile or by some other electronic or other transmission medium shall be deemed to have been received on the first business day after it was sent. 1996, c. 33, s. 8.

**Restrictions on vehicle transfers**

[\(4\)](#) If a notice under subsection (1) or (1.1) is issued to an operator, no person shall, without the consent of the Registrar, transfer or lease any commercial motor vehicle or trailer for which the operator's name is on the vehicle or plate portion of the permit or do anything that will result in a change of name on the vehicle or plate portion of the permit for any such vehicle or trailer. 2001, c. 9, Sched. O, s. 5 (3).

**Duration of restrictions**

[\(4.1\)](#) Subsection (4) is effective in respect of a notice under subsection (1) from the earlier of the date the notice is actually received by the operator and the date the notice is deemed by subsection (3) to have been received by the operator,

(a) in the case of a proposed suspension or fleet limitation, until the end of the suspension or fleet limitation;

(b) in the case of a proposed cancellation, forever. 2001, c. 9, Sched. O, s. 5 (3).

**Same**

[\(4.2\)](#) Despite subsection (4.1), subsection (4) ceases to apply in respect of a notice under subsection (1),

(a) if the Registrar withdraws the proposal to suspend or cancel the plate portion of the permit or the CVOR certificate or to impose a fleet limitation; or

(b) if the suspension, cancellation or limitation is set aside on appeal. 2001, c. 9, Sched. O, s. 5 (3).

**Same**

[\(5\)](#) Subsection (4) is effective in respect of a notice under subsection (1.1) from the earlier of the date the notice is actually received by the operator and the date the notice is deemed by subsection (3) to have been received by the operator,

(a) if a notice under subsection (1) is issued to the operator on or before the first anniversary of the date the notice under subsection (1.1) was issued, until the earlier of the date the notice under subsection (1) is actually received by the operator and the date the notice under subsection (1) is deemed by subsection (3) to have been received by the operator;

(b) if a notice under subsection (1) is not issued to the operator on or before the first anniversary of the date the notice under subsection (1.1) was issued, until the earlier of the date the Registrar withdraws the notice under subsection (1.1) or the first anniversary of the date the notice under subsection (1.1) was issued. 2001, c. 9, Sched. O, s. 5 (3).

**Registrar not to withhold consent without reason**

(6) The Registrar shall not withhold consent under subsection (4) if the operator satisfies him or her that the transfer, lease or other action is not being made for the purpose of avoiding an action under clause 47 (1) (a) or (c) or subsection 47 (2). 2001, c. 9, Sched. O, s. 5 (3).

**Regulations**

(7) The Lieutenant Governor in Council may, for the purpose of subsection (3), make regulations,

(a) prescribing other methods of transmission;

(b) governing the giving of notice by telephone transmission of a facsimile or by a method prescribed by clause (a). 1996, c. 33, s. 8.

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**Appeal of suspension or cancellation of licence, etc.**

50. (1) Every person aggrieved by a decision of the Minister under subclause 32 (12) (b) (i) or a decision of the Registrar under section 17 or 47 may appeal the decision to the Tribunal. 2001, c. 9, Sched. O, s. 6 (1).

**Powers of Tribunal**

(2) The Tribunal may confirm, modify or set aside the decision of the Minister or Registrar. R.S.O. 1990, c. H.8, s. 50 (2); 1999, c. 12, Sched. G, s. 24 (6).

**Appeal to judge**

(3) Every person aggrieved by a decision of the Tribunal with respect to a decision of the Minister under subclause 32 (12) (b) (i) or a decision of the Registrar under clause 47 (1) (b) may, within 30 days after a notice of the decision is sent to the person's latest address as recorded with the Tribunal, appeal the decision of the Tribunal to a judge of the Superior Court of Justice. 2001, c. 9, Sched. O, s. 6 (2).

**Appeal to Divisional Court**

(3.1) Every person aggrieved by a decision of the Tribunal with respect to a decision of the Registrar under section 17 or 47, other than a decision under clause 47 (1) (b), may, within 30 days after a notice of the decision is sent to the person's latest address as recorded with the Tribunal, appeal the decision of the Tribunal to the Divisional Court. 2001, c. 9, Sched. O, s. 6 (2).

**Decision not stayed**

(3.2) Despite the *Statutory Powers Procedure Act*, the filing of an appeal under subsection (3.1) does not stay the decision of the Tribunal being appealed, unless the Divisional Court orders a stay. 2001, c. 9, Sched. O, s. 6 (2).

**Powers of judge**

(4) The judge may confirm, modify or set aside the decision of the Tribunal. R.S.O. 1990, c. H.8, s. 50 (4); 1999, c. 12, Sched. G, s. 24 (8).

**Application of s. 55**

(5) Section 55 does not apply to the suspension or cancellation of a licence or permit under section 47. R.S.O. 1990, c. H.8, s. 50 (5).

# Regulation

## **O. REG. 424/97 AS AMENDED BY O. REG. 197/99**

Made under the Highway Traffic Act

**Note: Not an official version. For current go to [www.e-laws.gov.on.ca](http://www.e-laws.gov.on.ca).**  
Last amendment: O. Reg. 247/07

*This Regulation is made in English only.*

### **PART I CVOR CERTIFICATES**

1. (1) In this Regulation,

“audit” means an inspection of the records pertaining to the transportation enterprise of an operator and an assessment of the operator’s safety performance and practices;

“auditor” means,

(a) an officer appointed for the purpose of carrying out the provisions of the Act,

(b) a person engaged as an auditor by an organization recognized by the Registrar, or

(c) a person recognized as an auditor by another jurisdiction who, in the Registrar’s opinion, performs audits similar to those performed in Ontario in an acceptable form and manner;

“commercial motor vehicle”, “CVOR certificate” and “operator” have the same meanings as in subsection 16 (1) of the Act. O. Reg. 424/97, s. 1 (1); O. Reg. 197/99, s. 3.

(2) In this Regulation and for the purpose of subsection 18 (2) of the Act,

“fleet size” means the total number of commercial motor vehicles operated in Ontario in a specified period by a holder of a CVOR certificate, reduced by the percentage of the total distance travelled by those commercial motor vehicles in that period that was outside Ontario. O. Reg. 424/97, s. 1 (2).

**1.1** (1) A commercial motor vehicle for which number plates have been issued by another Canadian jurisdiction is exempt from the requirements of section 16 of the Act if,

(a) it is operated under the authority of a valid safety fitness certificate, within the meaning of the *Motor Vehicle Transport Act* (Canada), issued by the other jurisdiction; or

(b) it is required by the *Motor Vehicle Transport Act* (Canada) or the laws of the other jurisdiction to have a safety fitness certificate issued by the other jurisdiction. O. Reg. 640/05, s. 1; O. Reg. 247/07, s. 1.

(2) It is a condition of the exemption in clause (1) (a) that the driver of the commercial motor vehicle surrender the safety fitness certificate referred to in that subsection, or a copy of it, and, if the vehicle is leased, the lease or a copy of it, on the demand of a police officer. O. Reg. 640/05, s. 1.

(3) If the commercial motor vehicle has been issued number plates from a jurisdiction that does not issue safety fitness certificate documentation, the driver of the commercial vehicle may provide the police officer with the safety fitness certificate number and sufficient information to



check its validity instead of surrendering the safety fitness certificate as required by subsection (2). O. Reg. 640/05, s. 1.

(4) The lease referred to in subsection (2) must identify the leased vehicle, the parties to the lease and their addresses, the operator of the vehicle and the operator's safety fitness certificate number. O. Reg. 640/05, s. 1.

**1.2** (1) A pick-up truck is exempt from the requirements of section 16 of the Act if,

(a) it is being used for personal purposes without compensation; and

(b) it is not carrying, or towing a trailer that is carrying, commercial cargo or tools or equipment of a type normally used for commercial purposes. O. Reg. 247/07, s. 2.

(2) In this section,

“pick-up truck” means a commercial motor vehicle that,

(a) has a manufacturer's gross vehicle weight rating of 6,000 kilograms or less, and

(b) is fitted with either,

(i) the original box that was installed by the manufacturer, which has not been modified, or

(ii) a replacement box that duplicates the one that was installed by the manufacturer, which has not been modified. O. Reg. 247/07, s. 2.

**2.** An application for a CVOR certificate shall be in a form provided by the Minister. O. Reg. 424/97, s. 2.

**3.** The Registrar may issue a CVOR certificate subject to an expiry date. O. Reg. 424/97, s. 3.

**3.1** It is a term of every CVOR certificate that it is a safety fitness certificate for the purpose of the *Motor Vehicle Transport Act* (Canada). O. Reg. 640/05, s. 1.

**4.** The following fees shall be paid to the Ministry for:

1.	An uncertified copy of an operator's CVOR record	\$5.00
2.	A certified copy of an operator's CVOR record	10.00

O. Reg. 424/97, s. 4.

**5.** (1) The safety record of an operator shall contain a record of the following information:

1. Any suspension or cancellation of the plate portion of the permit under clause 47 (1) (a) of the Act.

2. Any suspension or cancellation of the operator's CVOR certificate under clause 47 (1) (c) of the Act.

3. Any restriction imposed under subsection 47 (2) of the Act on the number of commercial motor vehicles that may be operated by the operator.

4. Any order under subsections 47 (8.1) or (10) of the Act for the seizure of the plate portion of permits, permits or number plates.

5. Any notice sent to the operator under section 47.1 of the Act.

6. Any warning letters sent by, or interviews held with, Ministry officials relating to the operator's safety performance and practices.

7. Any conviction related to the operation of a commercial motor vehicle or a vehicle drawn by it, for an offence committed by an operator, its agents or employees,

i. under this Act or under any other Act of the Legislature or the Parliament of Canada or any regulation or order made under any of them, or

ii. for an offence under a municipal by-law regulating traffic on the highways, or orders made under any of them, except convictions for offences for standing or parking.

8. The particulars of any accident involving a commercial motor vehicle operated by the operator or a vehicle drawn by it.

9. The results of any inspection under section 82 or 82.1 of the Act or any similar inspection of a commercial motor vehicle operated by the operator, or a vehicle drawn by it.

10. The results of any investigation or inspection of the records of the operator,

i. under the Act, the *Compulsory Automobile Insurance Act*, the *Dangerous Goods Transportation Act*, the *Public Vehicles Act*, the *Truck Transportation Act*, the *Fuel Tax Act*, the *Trades Qualifications and Apprenticeship Act*, the *Motor Vehicle Transport Act* (Canada), or

ii. under any other Act of the Legislature or the Parliament of Canada or any regulation or order made under any of them if, in the Registrar's opinion, the results of the investigation or inspection contain information described in paragraphs 14, 15 or 16, or relate to the safe operation of its commercial motor vehicles or vehicles drawn by them.

11. Any safety rating that has been assigned to the operator.

12. The results of any audits of the operator.

13. Any record from another jurisdiction in respect of the operator that is comparable to that described in any of paragraphs 1 to 12.

14. The operator's fleet size.

15. The total number of kilometres travelled in the previous 12 months by all the commercial motor vehicles operated by the operator in Ontario.

16. The total kilometres travelled in Ontario in the previous 12 months by all the commercial motor vehicles operated by the operator.

17. Any compilations or analyses of any of the information in paragraphs 1 to 16. O. Reg. 197/99, s. 4.

(2) The following do not form part of a safety record:

1. A record that is not in the possession of the Registrar.

2. A record originating outside of Ontario that, in the Registrar's opinion, is unreasonably difficult to refer to (because of its form or medium of storage, or for any other reason).

3. A record described in paragraphs 1 to 7 of subsection (1) if, in the Registrar's opinion, the record does not relate to the safe operation of the operator's commercial motor vehicles, or vehicles drawn by them. O. Reg. 197/99, s. 4.

**6.** (1) Every holder of a CVOR certificate shall notify the Registrar of the holder's fleet size for the previous 12 months,

(a) within 15 days of the day the holder's fleet size is 20 per cent greater or less than it was when the fleet size was last reported to the Registrar;

(b) within 15 days of receiving a request from the Registrar for the information. O. Reg. 424/97, s. 6 (1).

(2) The holder of a CVOR certificate shall, upon request, give the Registrar documentation to support the holder's fleet size determination. O. Reg. 424/97, s. 6 (2).

**7.** (1) Every holder of a CVOR certificate shall, within 15 days of receiving a request from the Registrar, notify the Registrar of the total number of kilometres travelled by all the commercial motor vehicles operated by the holder in Ontario in the previous 12 months. O. Reg. 424/97, s. 7 (1).

(2) Every holder of a CVOR certificate shall, within 15 days of receiving a request from the Registrar, notify the Registrar of the total number of kilometres travelled in Ontario by all the commercial motor vehicles operated by the holder in the previous 12 months. O. Reg. 424/97, s. 7 (2).

(3) The holder of a CVOR certificate shall, upon request, give the Registrar documentation to support the holder's determination of the number of kilometres travelled under subsection (1) or (2). O. Reg. 424/97, s. 7 (3).

## **PART II SAFETY RATINGS**

**8.** This Part applies to the assignment of safety ratings under section 17.1 of the Act. O. Reg. 197/99, s. 5.

**9.** In this Part, the date on which an audit is completed is the most recent date on which an auditor has completed the audit report or an amendment to it. O. Reg. 197/99, s. 5.

**10.** (1) The Registrar shall assign to an operator one of the following safety ratings, as determined in this Part:

1. Excellent.

2. Satisfactory.

3. Satisfactory Unaudited.

4. Conditional.

5. Unsatisfactory. O. Reg. 197/99, s. 5.

(2) A safety rating set out in a paragraph of subsection (1) is a higher rating than a rating set out in a later paragraph. O. Reg. 197/99, s. 5.

**10.1** (1) The Registrar shall recognize the safety rating for an operator issued by another province or territory of Canada instead of assigning a safety rating under this Regulation if the operator is an extra-provincial motor carrier undertaking and the Registrar has not issued number plates for any of its commercial motor vehicles. O. Reg. 640/05, s. 2.

(2) If the Registrar, before January 1, 2006, assigned a safety rating for an operator described in subsection (1), that safety rating is cancelled as of January 1, 2006. O. Reg. 640/05, s. 2.

**11.** (1) The Registrar may assign an Excellent rating to an operator where, in the Registrar's opinion, the operator's safety record shows that the operator's performance and practices are excellent with respect to the safe operation of its commercial motor vehicles and vehicles drawn by them. O. Reg. 197/99, s. 5.

(2) The Registrar shall not assign an Excellent rating to an operator unless,

(a) the operator's safety record contains the results of an audit completed after January 1, 1999 and within the preceding 36 months;

(b) the operator,

(i) has held a CVOR certificate for at least 24 months, or

(ii) has satisfied the Registrar that it has been operating in Ontario for at least 24 months and has obtained a CVOR certificate, if no CVOR certificate was required; and

(c) the operator has had a satisfactory rating for at least six months, if the operator's rating has been reduced from excellent to satisfactory. O. Reg. 197/99, s. 5.

**12.** (1) The Registrar may assign a Satisfactory rating to an operator where, in the Registrar's opinion, the operator's safety record shows that the operator's performance and practices are satisfactory with respect to the safe operation of its commercial motor vehicles and vehicles drawn by them. O. Reg. 197/99, s. 5.

(2) The Registrar shall not assign a Satisfactory rating to an operator rated Conditional or Satisfactory Unaudited unless,

(a) the operator's safety record contains the results of an audit completed after January 1, 1999 and within the preceding 36 months; and

(b) the operator,

(i) has held a CVOR certificate for at least six months, or

(ii) has satisfied the Registrar that it has been operating in Ontario for at least six months and has obtained a CVOR certificate, if no CVOR certificate was required. O. Reg. 197/99, s. 5.

**13.** (1) The Registrar may assign a Satisfactory Unaudited rating to an operator if the operator has not been audited and, in the Registrar's opinion, the operator's safety record shows that the operator's performance and practices are satisfactory with respect to the safe operation of its commercial motor vehicles and vehicles drawn by them. O. Reg. 197/99, s. 5.

(2) For the purpose of subsection (1), an operator shall be deemed not to have been audited if,

(a) the operator has a conditional rating;

(b) the most recent audit in the operator's safety record was completed more than 36 months ago; and

(c) the results of that audit are satisfactory in the Registrar's opinion. O. Reg. 197/99, s. 5.

**14.** (1) The Registrar may assign a Conditional rating to an operator where, in the Registrar's opinion, the operator's safety record shows that the operator's performance and practices are less than satisfactory with respect to the safe operation of its commercial motor vehicles and vehicles drawn by them. O. Reg. 197/99, s. 5.

(2) The Registrar shall assign a Conditional rating to an operator when nothing described in paragraph 1, 2 or 3 of subsection 15 (1) which resulted in an Unsatisfactory rating under subsection 15 (1), is any longer in effect. O. Reg. 197/99, s. 5.

(3) The Registrar shall not assign to an operator a higher rating sooner than six months after the Registrar assigns to the operator a Conditional rating. O. Reg. 197/99, s. 5.

**15.** (1) The Registrar shall assign an Unsatisfactory rating to an operator on the first day when any of the following comes into effect, for reasons which, in the Registrar's opinion, relate to the safe operation of the operator's commercial motor vehicles or vehicles drawn by them:

1. The plate portion of the operator's permit is suspended or cancelled under clause 47 (1) (a) of the Act.

2. The operator's CVOR certificate is suspended or cancelled under clause 47 (1) (c) of the Act.

3. The time period specified in an order under subsection 47 (10) of the Act during which an operator's permit or number plate may be seized, is in effect. O. Reg. 197/99, s. 5.

(2) The Registrar shall not assign to an operator a rating higher than Unsatisfactory while anything described in paragraph 1, 2 or 3 of subsection (1) is in effect. O. Reg. 197/99, s. 5.

**15.1** (1) The Registrar may assign an Unsatisfactory rating to an operator if the Registrar has reason to believe that the operator does not have the minimum liability insurance coverage required by law in respect of bodily injury, death or loss or damage to property of other persons, other than cargo. O. Reg. 640/05, s. 2.

(2) Failure by the operator to promptly and adequately respond to a request by the Registrar that the operator prove that it has the required insurance is sufficient reason for the Registrar to believe that the operator does not have the required insurance for the purpose of subsection (1). O. Reg. 640/05, s. 2.

(3) After assigning an Unsatisfactory rating to an operator, the Registrar shall not assign a different rating to the operator unless the operator proves to the Registrar that it does have the required insurance. O. Reg. 640/05, s. 2.

(4) If, after being assigned an Unsatisfactory rating under this section, the operator proves to the Registrar that it has the required insurance, the Registrar may assign a higher rating to the operator immediately after the assignment of an Unsatisfactory rating under this section. O. Reg. 640/05, s. 2.

(5) If the Registrar assigns a Conditional rating to an operator immediately after assigning the operator an Unsatisfactory rating under this section, the Registrar may, despite subsection 14 (3), assign a new rating to replace the Conditional rating at any time that the Registrar considers appropriate. O. Reg. 640/05, s. 2.

(6) In this section,

“required insurance” means the minimum liability insurance coverage required by law in respect of bodily injury, death or loss or damage to property of other persons, other than cargo. O. Reg. 640/05, s. 2.

**16.** (1) In assigning a safety rating, the Registrar shall have regard to the operator's safety record. O. Reg. 197/99, s. 5.

(2) In assigning a safety rating, the Registrar,

(a) may have regard to the safety record of a person related to the operator;

(b) need not consider audit results from an audit completed less than six months after the date on which a previous audit was completed; and

(c) need not consider audit results where he or she is of the view that the records audited do not adequately reflect the operator's safety performance and practices in Ontario. O. Reg. 197/99, s. 5.

(3) Subsection 17 (4) of the Act applies, with necessary modifications, for the purpose of determining who are related persons under clause (2) (a). O. Reg. 197/99, s. 5.

# Motor Vehicle Transport Act

The full Federal Regulation is available on Transport Canada's website at [www.tc.gc.ca](http://www.tc.gc.ca). Click on "Motor Vehicle Transport Act and Regulations."

On January 1, 2006 amendments to the Federal *Motor Vehicle Transport Act* along with the introduction of the *Motor Carrier Safety Fitness Certificate Regulations* come into force. Under the new Federal legislation, Ontario will only be registering and rating carriers that have Commercial Motor Vehicles base plated in Ontario, a State of the United States of America or Mexico.

These Federal amendments will require changes to the Highway Traffic Act and the Regulations attached. This site cannot provide legal advice or interpret the law. For such assistance, we recommend contacting the Carrier Sanctions and Investigation Office 416-246-7166 or 1-800-387-7736 (from Ontario). However, a Safety Fitness Certificate (NSC) number issued by your base plate jurisdiction must be produced for your Commercial Motor Vehicle(s) while travelling in Ontario.

# Motor Carrier Safety Fitness Certificate Regulations

## **EXCERPT FROM SECTION 7: INSURANCE FOR EXTRA-PROVINCIAL TRUCK UNDERTAKINGS**

7. (1) A provincial authority may not issue a safety fitness certificate to an extra-provincial truck undertaking unless it has written proof that the undertaking holds the minimum liability insurance coverage and endorsement referred to in subsections (2) to (4).

(2) In order to cover bodily injury to or death of any person or loss of or damage to property of other persons, other than cargo, an extra-provincial truck undertaking must hold the following minimum liability insurance coverage:

(a) \$1,000,000 for each motor vehicle; and

(b) \$2,000,000 for each motor vehicle used to transport dangerous goods

(i) that are set out in column 2 of Schedule 1 to the *Transportation of Dangerous Goods Regulations*, in the quantities referred to in column 6 of that Schedule to those Regulations, and

(ii) in respect of which an emergency response assistance plan is required to be filed with the Minister or a designated person, pursuant to Part 7 of the *Transportation of Dangerous Goods Regulations*.

(3) An extra-provincial truck undertaking must ensure that the insurance policy contains an endorsement stating that, at least 15 days before the policy is cancelled or changed or lapses, the insurer agrees to notify the provincial authority with which the written proof of the insurance policy was filed of

(a) the cancellation or non-renewal of the policy; or

(b) any change in the policy that results in the policy no longer providing the minimum liability insurance coverage.

(4) An extra-provincial truck undertaking must immediately notify the provincial authority with which the written proof of the insurance policy was filed of any change in the policy, or of any notification by the insurer that the policy will be changed, so that it no longer provides or will no longer provide the minimum liability insurance coverage.

Notes:



## Appendix C - Sample Public CVOR Abstract (Level I)

ONTARIO PUBLIC ABSTRACT  
COMMERCIAL VEHICLE OPERATOR SUMMARY

Search Date: 2008 03 16

Reference No:060-E-1320

## CARRIER INFORMATION

CVOR # : 128-999-999  
 Name : HAMILTON TRANSPORT LTD.  
 Operating As : STEEL CITY TRANSPORT  
 Address : 10 MAIN ST, HAMILTON ON L8W 4R6  
 (Mailing) : Same as Above

CVOR STATUS: Registered Original Certificate Issued: 2005 01 01  
 Operator Type : For Hire Certificate Expiry Date: N/A  
 Dangerous Goods: No Commodities: GENERAL FREIGHT

Motor Vehicle Inspection Station: No Recognized Authority: No

Canadian Kms\* Traveled: 885,000 Total Kms\* Traveled: 885,000  
 \* Kilometres shown are the current annual rates most recently reported by operator.

# Trucks: 20 # Buses: 2 TOTAL ONTARIO Fleet Size: 22

\*\*\*\*\*  
 PERFORMANCE DATA from 2006 02 17 to 2008 02 16 (24.00 months)

ONTARIO SAFETY RATING: SATISFACTORY-UNAUDITED

OVERALL SAFETY VIOLATION RATE: 44.9%

COLLISIONS with points: 4 not pointed: 9 TOTAL: 13

CONVICTIONS with points: 12 not pointed: 9 TOTAL: 21

NUMBER OF SAFETY INSPECTIONS TOTAL: 45

NUMBER OF SAFETY INSPECTIONS OUT OF SERVICE TOTAL: 10

OUT OF SERVICE RATES (EXCLUDES LEVEL 4)

Overall OOS: 22.22 % Driver OOS: 28.57 % \* Vehicle OOS: 17.78 %

AUDIT: None Driver Score: N/A Vehicle Score: N/A

\* Driver OOS rate includes only inspections dated on or after April 2, 2007.

\*\*\*\*\*  
 MINISTRY INTERVENTIONS (from 2006 03 17 to 2008 03 16)

Warning Letter 2007 12 08

Letter - Other None

Interview None

Sanction None

\*\*\*\*\* END OF SUMMARY \*\*\*\*\*  
 For further explanation contact your local MTO office for an Abstract Glossary.

## Ministry of Transportation

## CVOR ABSTRACT Alphabetical Glossary – Public (LEVEL I)

**Audit** Last audit: Date, Type: Enforcement or Voluntary, with Driver and Vehicle Profile Scores shown as a percentage.

**# Buses** Number of buses reported by the carrier, operated under its CVOR, that are plated in Ontario, USA or Mexico.

**Canadian Kms Traveled** The annual rate of kilometres traveled in Canada, as reported by the carrier, for the carrier's total fleet operated under its CVOR certificate.

**Certificate Expiry Date** Not applicable at this time.

**Collisions with points** Number of reported collisions where points were assigned.

**Collisions not pointed** Number of reported collisions where no points were assigned.

**Commodities** Type of goods (or passengers) transported by the carrier.

**Convictions with points** Number of convictions where points were assigned.

**Convictions not pointed** Number of convictions where no points were assigned.

**CVOR Status** CVOR certificate status may be Registered, Fail to Update, Not Registered, Dormant, Inactive, Terminated or Cancelled.

**Dangerous Goods** Identifies if carrier transports dangerous goods: (Yes, No or Restricted.)

**Date** Year/month/day.

**Driver OOS (Rate)** Percentage of all driver-related CVSA inspections with "out-of-service" defects. (Includes Levels 1, 2 and 3 inspections only.)

**Ministry Interventions** Contact made with the carrier to initiate compliance.

**Motor Vehicle Inspection Station** Whether or not a carrier operates a Motor Vehicle Inspection Station. (Yes or No)

**N/A or n/a** Data is "not applicable".

**Number of Safety Inspections** Total number of CVSA Inspections conducted.

**Number of Safety Inspections Out-of-Service** Total number of CVSA Inspections conducted that indicated at least one "out-of-service" defect based on the CVSA standard.

**Ontario Safety Rating** Public Safety Rating assigned by the Registrar after assessment of a carrier's on-road safety performance and/or the results of a facility audit (off-road performance), if applicable. May be Excellent, Satisfactory, Satisfactory-Unaudited, Conditional or Unsatisfactory.

**Operator Type** Private, For Hire or Owner/Operator.

**Original Certificate Issued** Date original CVOR certificate was issued.

**Overall OOS (Rate)** Percentage of all CVSA inspections with at least one "out-of-service" defect. (Excludes Level 4 inspections.)

**Overall Safety Violation Rate** A carrier's accumulated points expressed as a percentage of its threshold.

**Performance Data** A carrier's safety record summary for a two-year period except where otherwise specified.

**Recognized Authority** Authority granted to a carrier to test employee drivers for renewal or upgrade of a classified driver licence. (Yes, No or Restricted.)

**Sanction** A Ministry intervention that limits, suspends or cancels commercial vehicle operating privileges.

**Sanction Type** Indicates sanction of Plates and Permits (P), CVOR certificate (C), Operating Authority (A), Other (O) or Defaulted Unpaid Fines (F), or any combination.

**Total Collisions** Number of all collisions (with points and not pointed.)

**Total Convictions** Number of all convictions (with points and not pointed.)

**Total Kms Traveled** The annual rate of kilometres traveled in North America, as reported by the carrier, for the carrier's total fleet operated under its CVOR certificate.

**Total Ontario Fleet Size** The total number of trucks and buses operated by the carrier under its CVOR certificate. (Does not include commercial motor vehicles plated in other Canadian jurisdictions, nor any trailers.)

**# Trucks** Number of trucks (having a gross vehicle weight (GVW) and/or registered gross weight (RGW) over 4,500 kilograms) reported by the carrier, operated under its CVOR, that are plated in Ontario, USA or Mexico.

**Vehicle OOS (Rate)** Percentage of all vehicle-related CVSA inspections with "out-of-service" mechanical defects. (Excludes Level 4 Inspections. Includes Level 3 inspections, where mechanical defects were found.)

For Information on CVOR and  
Carrier Safety Rating contact:  
Carrier Sanctions and Investigation Office  
301 St. Paul Street, 3<sup>rd</sup> Floor  
St. Catharines, On L2R 7R4  
[www.carriersafetyrating.com](http://www.carriersafetyrating.com)  
1-800-387-7736 or 416-246-7166

## Appendix C - Sample Carrier CVOR Abstract (Level II)

### Blended, during transition

COMMERCIAL VEHICLE OPERATOR SUMMARY Page No: 1  
 Search Date: 2008 03 16 Reference No:060-E-1320

CARRIER INFORMATION

CVOR # : 128-999-999  
 Name : HAMILTON TRANSPORT LTD.  
 Operating As : STEEL CITY TRANSPORT  
 Address : 10 MAIN ST, HAMILTON ON L8W 4R6  
 (Mailing) : Same as Above

CVOR Status: Registered Original Certificate Issued: 2005 01 01  
 Operator Type: For Hire Certificate Expiry Date: N/A  
 Dangerous Goods: No Commodities: GENERAL FREIGHT

Motor Vehicle Inspection Station: No Ontario MVIS Licence:  
 Canadian Kms\* Traveled: 885,000 Total Kms\* Traveled: 885,000  
 \* Kilometres shown are the current annual rates most recently reported by operator.  
 # Trucks: 20 # Buses: 2 TOTAL ONTARIO Fleet Size: 22  
 # Vehicles Double Shifted: 4 ADJUSTED Fleet Size: 26  
 \*\*\*\*\*  
 PERFORMANCE DATA: from 2006 02 17 to 2008 02 16 (24.00 months)

**SANCTION INFORMATION SHOWN IN THIS LINE IF APPLICABLE**

ONTARIO SAFETY RATING: SATISFACTORY-UNAUDITED OVERALL SAFETY VIOLATION RATE: 44.9%

COLLISIONS with points: 4 Fatal: 1 Personal Injury: 0 Property Damage: 3  
 Collisions not pointed: 9 TOTAL COLLISIONS: 13

CONVICTIONS with points: 12 not pointed: 9 TOTAL CONVICTIONS: 21  
 Convictions Related to Driver: 10 Vehicle: 8 Load: 2 Other: 1

NUMBER OF SAFETY INSPECTIONS BY LEVEL  
 L1: 40 L2: 0 L3: 0 L4: 0 L5: 5 TOTAL: 45  
 NUMBER OF SAFETY INSPECTIONS OUT OF SERVICE BY LEVEL  
 L1: 8 L2: 0 L3: 0 L4: 0 L5: 2 TOTAL: 10  
 OUT OF SERVICE RATES (EXCLUDES LEVEL 4)  
 Overall OOS: 22.22 % Driver OOS: 28.57 % \* Vehicle OOS: 17.78 %

AUDIT: None Driver Score: N/A Vehicle Score: N/A  
 \* Driver OOS rate includes only inspections dated on or after April 2, 2007.  
 \*\*\*\*\*  
 MINISTRY INTERVENTIONS (from 2006 03 17 to 2008 03 16)  
 Warning Letter 2007 02 21  
 Letter - Other None  
 Interview None  
 Sanction None

\*\*\*\*\*  
 END OF SUMMARY, HISTORY FOLLOWS  
 \*\*\*\* CONTINUED \*\*\*\*

## COMMERCIAL VEHICLE OPERATOR RECORD

Page No: 2

Search Date: 2008 03 16

Reference No:060-E-1320

CVOR Number : 128-999-999

Name: HAMILTON TRANSPORT LTD.

Phone Number: 416-555-1234

Ext N/A

Language: Unknown

Other Phone Number: 416-123-4567

Ext N/A

Fax Number: 416-555-1222

Email Address: N/A

# of Drivers: 26

Rec Authority: No

US DOT #: N/A

IFTA #:

Operator Start Date:

1991 09 09

CVOR Re-entry Date: N/A

Certificate Serial #:

14444444

Update Due Date: N/A

Last Certificate Issued:

2000 08 08

Blended Violation Rate(% of threshold):2006 02 17 to 2008 02 16 (24.00 months)

Overall % of threshold for 2006 02 17 to 2007 04 01 (13.50 months) = 43.9%

Overall % of threshold for 2007 04 02 to 2008 02 16 (10.50 months) = 48.5%

Overall % of threshold = 43.9% x (13.50/24) + 48.5% x (10.50/24)  
 = 24.7% + 20.2%  
 = 44.9%

Performance Summary for: 2007 04 02 to 2008 02 16 (most recent 10.50 months)

Event Type	% of set Threshold	% Weight	Overall Contribution
Collisions	58.72%	40%	23.49%
Convictions	32.29%	40%	12.92%
Inspections	60.36%	20%	12.07%
			=====
Overall Safety Violation Rate			48.48%
			=====

Collision breakdown by kilometre rate changes

Time Period	Dates From-To	# Months	KM RATE per Month	# Events	# Points	Set Threshold Points	% of set Threshold
1	070402-071001	6.00	70,000	2	2	3.84 *	52.08%
2	071002-080216	4.50	80,000	1	2	2.96 *	67.57%
		-----		-----	-----	-----	
Totals		10.50		3	4	6.80	58.72%

\*\*\*\* CONTINUED \*\*\*\*

## COMMERCIAL VEHICLE OPERATOR RECORD

Page No: 3

Search Date: 2008 03 16

Reference No:060-E-1320

CVOR Number : 128-999-999

Name: HAMILTON TRANSPORT LTD.

## Conviction breakdown by kilometre rate changes

Time Period	Dates From-To	# Months	KM RATE per Month	# Events	# Points	Set Threshold Points	% of set Threshold
1	070402-071001	6.00	70,000	2	3	8.74 *	34.32%
2	071002-080216	4.50	80,000	1	2	6.76 *	29.59%
		-----		----	-----		
Totals		10.50		3	5	15.50	32.29%

Inspections: time period from 070402 - 080216

# CVSA inspections conducted	8
# Vehicles inspected	13
# Drivers inspected	7
Total units inspected	20
# Driver points assigned (D)	2
# Vehicle points assigned (V)	5
Total inspection points (0.6875 X D + V)	6.38
# Set inspection threshold points	10.57 **
% of set threshold	60.36 %

\* Collision and conviction threshold values are based on actual/estimated rate of kilometres travel per month reported by the carrier for each time period. Assumed value is used if rate not reported.

\*\* Inspection threshold value is based on number of drivers and vehicles inspected during the entire performance period.

\*\*\*\* CONTINUED \*\*\*\*

## COMMERCIAL VEHICLE OPERATOR RECORD

Page No: 4

Search Date: 2008 03 16

Reference No:060-E-1320

CVOR Number : 128-999-999

Name: HAMILTON TRANSPORT LTD.

Performance Summary for: 2006 02 17 to 2007 04 01 (first 13.50 months)

	# Events =====	Total Points =====	Violation Rate =====	Threshold =====	% of Threshold =====	
Collisions	10	8	0.0228	0.0436	52.28	(i)
Convictions	18	30	0.0855	0.1652	51.74	(ii)
Inspections	37	9	0.2000 **	1.0279	19.46	(iii)
Overall Safety Violation Rate (%)					43.94	(iv)*

\* Overall % of threshold (iv) = ( ( 2 x I ) + ii + iii ) / 4

\*\* Inspection violation rate calculations:

(minimum of two completed inspections used in calculations: divide = /, multiply = x)

Sum of points assigned by inspections	9	(A)
Additional Points for Carrier Out of Service Rate		
Number of Level 1 & 5 inspections =	37	(B)
NUMBER OF OOS LEVEL 1 & 5 INSPECTIONS =	7	(C)
CVOR OOS rate *** =	18.92%	(Cx100/B=D)
Standard OOS rate =	35.30%	(E)
Difference = -16.38% (/10 rounded down)	Points 0	(F)
	-----	
Total inspection points	9	(A+F=G)
Total units inspected	45	(H)
Inspection violation rate	0.2000	(G/H=I)

\*\*\* OOS rate for this calculation includes only Level 1 and 5 inspections and only mechanical (vehicle related) OOS defects.

\*\*\*\* CONTINUED \*\*\*\*

**Note:** The following "event details" are examples intended to demonstrate format of collision, conviction and inspection events only. They do not match the example Level II Summary above.

## COMMERCIAL VEHICLE OPERATOR RECORD

Page No: 5

Search Date: 2008 03 16

Reference No:060-E-1320

CVOR Number : 128-999-999

Name: HAMILTON TRANSPORT LTD.

-----

This abstract covers event history up to a maximum of 5 years from the search date above.

Event/Date -----Detail-----

**Example 1:** Collision event that occurred in Ontario, after April 1, 2007.

**Note:** 2 CVOR points assigned, based on impropriety. "Charges laid" is no longer considered in determination of CVOR points.

Collision	Classification	:Property damage only	Points: 2
2008/02/01	Time	:6:00	Microfilm# :50300061
CA-ON	Driver Action	:Failed to yield right of way	
	Driver Condition	:Inattentive	
	Vehicle Condition	:No apparent defect	
	Vehicle Plate	:PX7889	Jurisdiction:CA-ON
	Charged	:Driver (or No)	
	Driver Licence #	:G7366-64055-99999	Jurisdiction:CA-ON
	Driver Name	:GREEN, RONALD	
	Location	:Hwy 400 at Hwy 401	

**Example 2:** Collision event that occurred in another Canadian jurisdiction, after April 1, 2007.

**Note:** CVOR points are only assigned, if "impropriety" is indicated as Yes. Collisions that occurred in other Canadian jurisdictions prior to April 2, 2007 are not displayed or pointed.

Collision	Classification	:Property damage only	Points: 0
2007/09/01	Time	:21:30	Doc Cntrl#: 001019777
CA-AB	Vehicle Plate	:PX7889	Jurisdiction:CA-ON
	Impropriety	:not reported	
	Charged	:No	
	Driver Licence #	:G7366-64055-99999	Jurisdiction:CA-ON
	Driver Name	:GREEN, RONALD	
	Location	:Hwy 1 at James Rd., Calgary, AB	

**Example 3:** Conviction event for an offence that occurred in Ontario, before April 2, 2007.

**Note:** 4 CVOR points are assigned, based on old conviction table. For the same offence, after April 1, 2007 points assigned will be 5.)

Conviction	Conviction Date	:2008/01/03	Points: 4
2007/09/09	Time	:21.30	Microfilm# :12345678
CA-ON	Offence	:FOLLOWING TOO CLOSELY - MOTOR VEHICLE	
	Ticket#	:123456789012	
	Vehicle Plate	:PY5576	Jurisdiction:CA-ON
	Charged	:Driver	
	Driver Licence#	:G5690-12345-10601	Jurisdiction:CA-ON
	Driver Name	:GREEN, RONALD	
	Offence Location	:EB HWY 401 MILTON	
	Court Location	:Milton	

\*\*\*\* CONTINUED \*\*\*\*



## COMMERCIAL VEHICLE OPERATOR RECORD

Page No: 6

Search Date: 2008 03 16

Reference No:060-E-1320

CVOR Number : 128-999-999

Name: HAMILTON TRANSPORT LTD.

-----

This abstract covers event history up to a maximum of 5 years from the search date above.

Event/Date -----Detail-----

**Example 4:** Conviction event, for an offence that occurred in another Canadian jurisdiction, after April 1, 2007.

**Note:** 3 CVOR points are assigned, based on new conviction table. Convictions for offences that occurred in other Canadian jurisdictions before April 2, 2007 are not displayed or pointed.

Conviction	Conviction Date	:2008/03/14	Points: 3
2007/09/20	Offence Time	:18:20 Document Control #: 1961 0300	
CA-AB	OFFENCE	:EXCEEDING MAXIMUM DRIVING HOURS PRESCRIBED BY .....	
	CCMTA Equivalency	:EXCEEDING MAXIMUM DRIVING HOURS.	
	Vehicle Plate	:PX5656	Jurisdiction:CA-ON
	Driver Licence#	:G5690-12345-10601	Jurisdiction:CA-ON
	Driver Name	:GREEN, RONALD	
	Offence Location	:AB- TURNER VALLEY	

**Example 5:** CVSA inspection event that occurred in Ontario, prior to April 2, 2007.

**Note:** Details under Defect Categories are indicated for Ontario events. Driver defects are not indicated for inspections that occurred before April 2, 2007.

Inspection	CVI Report	:ON0001143921	Vehicle Points: 3 Driver Points: N/A
2005/10/01	Level of Inspection	:1 Time: 11:30-12:15	# Vehicles:02
CA-ON	Location	:Putnam North Inspection Station	
	Charged	:No	
	Impoundment	:No	
	# OOS Defects (*)	:3	Total # Defects: 5
	Driver Licence #	:G7366-64055-99999	Jurisdiction:CA-ON
	Driver Name	:GREEN, RONALD	
	Truck Tractor	:Plate-PR45678	Jurisdiction:CA-ON
		:Make-FRHT	Unit#:332
	*Category - SUSPENSION SYSTEM		
		:SPRING ASSEMBLY - LEAVES BROKEN *	
		:AIR SUSPENSION*	
	*Category - STEERING SYSTEM		
		:FRONT STEERING AXLE BRAKE- BRAKE INOPERATIVE*	
	Category - BRAKE SYSTEM		
		:BRAKES-LININGS/PADS THICKNESS	
	Semi-Trailer	:Plate-C876876	Jurisdiction:CA-ON
		:Make-FREU	Unit#:107
	Category -BRAKE SYSTEM		
		: BRAKES-LININGS/PADS THICKNESS	

\*\*\*\* CONTINUED \*\*\*\*

COMMERCIAL VEHICLE OPERATOR RECORD Page No: 7  
 Search Date: 2008 03 16 Reference No:060-E-1320  
 CVOR Number : 128-999-999 Name: HAMILTON TRANSPORT LTD.  
 -----

This abstract covers event history up to a maximum of 5 years from the search date above.

Event/Date -----Detail-----

**Example 6:** CVSA inspection event that occurred in Ontario after April 1, 2007.

Inspection	CVI Report	:ONEA00051877	Vehicle Points: 3	Driver Points: 0
2007/05/01	Level of Inspection	:1 Time: 01:30-02:30	# Vehicles:02	
CA-ON	Location	:Putnam North Truck Inspection Station		
	Charged	:No		
	Impoundment	:No		
	# Categories OOS (*)	:2	Total # Defects:	4
	Driver Licence #	:G7366-12345-12345	Jurisdiction:CA-ON	
	Driver Name	:GREEN, RON		
	*Category - HOURS OF SERVICE	:HOURS OF SERVICE - LOGS		
	TRUCK TRACTOR	:Plate-PR45678	Jurisdiction:CA-ON	
		:Make-PETE	Unit#:123	
	Category - BRAKE SYSTEM			
		:AIR SUPPLY		
	SEMI-TRAILER	:Plate-C123456	Jurisdiction:CA-ON	
		:Make-FREU	Unit#:002	
	*Category - BRAKE SYSTEM	:AIR SUPPLY - LINES DAMAGED*		
	*Category - TIRES	:TIRES CONDITION - FLAT/LEAKING*		

**Example 7:** CVSA inspection event that occurred in another Canadian jurisdiction after April 1, 2007.

**Note:** No details under Defect Categories are indicated. Inspections that occurred in other Canadian jurisdictions before April 2, 2007 are not displayed or pointed.

Inspection	CVI Report	:AB0001143921	Vehicle Points: 2	Driver Points: 3
2007/05/01	Level of Inspection	:1 Time: 01:30-02:30	# Vehicles:02	
CA-AB	Location	:AB - COUTTS VIS		
	Charged	:Yes		
	# Categories OOS (*)	:4	Total # Defects: not reported	
	Driver Licence #	:G7366-64055-99999	Jurisdiction:CA-ON	
	Driver Name	:GREEN, RONALD		
	*Category - DRIVERS QUALIFICATION			
	*Category - HOURS OF WORK			
	Truck Tractor	:Plate-PR45678	Jurisdiction:CA-ON	
		:Make-PETE		
	*Category - SUSPENSION SYSTEM			
	Category - BRAKE SYSTEM			
	Semi-Trailer	:Plate-C876876	Jurisdiction:CA-ON	
		:Make-FREU		
	*Category - BRAKE SYSTEM			

For further explanation contact your local MTO office for an Abstract Glossary  
 \*\*\*\*\* END OF ABSTRACT \*\*\*\*\*

## Appendix C - Sample Carrier CVOR Abstract (Level II) – After 2-year transition

COMMERCIAL VEHICLE OPERATOR SUMMARY Page No: 1  
 Search Date: 2009 06 16 Reference No:060-E-1320

CARRIER INFORMATION

CVOR # : 128-999-999  
 Name : HAMILTON TRANSPORT LTD.  
 Operating As : STEEL CITY TRANSPORT  
 Address : 10 MAIN ST, HAMILTON ON L8W 4R6  
 (Mailing) : Same as Above

CVOR Status: Registered Original Certificate Issued: 2005 01 01  
 Operator Type: For Hire Certificate Expiry Date: N/A  
 Dangerous Goods: No Commodities: GENERAL FREIGHT

Motor Vehicle Inspection Station: No Ontario MVIS Licence:  
 Canadian Kms\* Traveled: 1,200,000 Total Kms\* Traveled: 2,400,000  
 \* Kilometres shown are the current annual rates most recently reported by operator.  
 # Trucks: 20 # Buses: 2 TOTAL ONTARIO Fleet Size: 22  
 # Vehicles Double Shifted: 2 ADJUSTED Fleet Size: 12  
 \*\*\*\*\*

PERFORMANCE DATA: from 2007 05 17 to 2009 05 16 (24.00 months)

**SANCTION INFORMATION SHOWN IN THIS LINE IF APPLICABLE**

ONTARIO SAFETY RATING: SATISFACTORY-UNAUDITED OVERALL SAFETY VIOLATION RATE: 26.7%

COLLISIONS with points: 2 Fatal: 0 Personal Injury: 0 Property Damage: 2  
 Collisions not pointed: 1 TOTAL COLLISIONS: 3

CONVICTIONS with points: 2 not pointed: 1 TOTAL CONVICTIONS: 3  
 Convictions Related to Driver: 1 Vehicle: 1 Load: 0 Other: 1

NUMBER OF SAFETY INSPECTIONS BY LEVEL  
 L1: 8 L2: 0 L3: 0 L4: 0 L5: 2 TOTAL:10  
 NUMBER OF SAFETY INSPECTIONS OUT OF SERVICE BY LEVEL  
 L1: 2 L2: 0 L3: 0 L4: 0 L5: 1 TOTAL: 3  
 OUT OF SERVICE RATES (EXCLUDES LEVEL 4)  
 Overall OOS: 30.00 % Driver OOS: 25.00 % \* Vehicle OOS: 20.00 %

AUDIT: None Driver Score: N/A Vehicle Score: N/A  
 \* Driver OOS rate includes only inspections dated on or after April 2, 2007.  
 \*\*\*\*\*

MINISTRY INTERVENTIONS (from 2007 06 17 to 2009 06 16)

Warning Letter 2008 02 21  
 Letter - Other None  
 Interview None  
 Sanction None

\*\*\*\*\*

END OF SUMMARY, HISTORY FOLLOWS

\*\*\*\* CONTINUED \*\*\*\*

## COMMERCIAL VEHICLE OPERATOR RECORD

Page No: 2

Search Date: 2009 06 16

Reference No:060-E-1320

CVOR Number : 128-999-999

Name: HAMILTON TRANSPORT LTD.

Phone Number: 416-555-1234

Ext N/A

Language: Unknown

Other Phone Number: 416-123-4567

Ext N/A

Fax Number: 416-555-1222

Email Address: N/A

# of Drivers: 12

Rec Authority: No

US DOT #: 12345678

IFTA #:

Operator Start Date:

1991 09 09

CVOR Re-entry Date: N/A

Certificate Serial #:

14444444

Update Due Date: N/A

Last Certificate Issued:

2000 08 08

Performance Summary for: 2007 05 17 to 2009 05 16 (24.00 months)

Event Type	% of set Threshold	% Weight	Overall Contribution
Collisions	24.71%	40%	9.89%
Convictions	13.58%	40%	5.43%
Inspections	56.66%	20%	11.33%

=====

Overall Safety Violation Rate 26.65%

=====

## Collision breakdown by kilometre rate changes

Time Period	Dates From-To	# Months	KM RATE per Month	# Events	# Points	Set Threshold Points	% of set Threshold
1	070517-071231	7.50	80,000	2	2	4.94 *	40.49%
2	080101-090516	16.50	100,000	1	2	11.49 *	17.54%
		-----		-----	-----	-----	
Totals		24.00		3	4	16.34	24.71%

## Conviction breakdown by kilometre rate changes

Time Period	Dates From-To	# Months	KM RATE per Month	# Events	# Points	Set Threshold Points	% of set Threshold
1	070517-071231	7.50	80,000	2	3	11.27 *	26.62%
2	080101-090516	16.50	100,000	1	2	26.13 *	7.65%
		-----		-----	-----	-----	
Totals		24.00		3	5	37.40	13.58%

\*\*\*\* CONTINUED \*\*\*\*

COMMERCIAL VEHICLE OPERATOR RECORD                      Page No:     3  
Search Date:     2009 06 16                                      Reference No:060-E-1320  
CVOR Number     : 128-999-999                      Name:     HAMILTON TRANSPORT LTD.  
-----

Inspections: time period from 070517 - 090516

# CVSA inspections conducted	10
# Vehicles inspected	17
# Drivers inspected	8
Total units inspected	25
# Driver points assigned (D)	2
# Vehicle points assigned (V)	5
Total inspection points (0.6875 X D + V)	6.38
# Set inspection threshold points	11.26 **
% of set threshold	56.66 %

\* Collision and conviction threshold values are based on actual/estimated rate of kilometres travel per month reported by the carrier for each time period. Assumed value is used if rate not reported.

\*\* Inspection threshold value is based on number of drivers and vehicles inspected during the entire performance period.

-----

\*\*\*\* CONTINUED \*\*\*\*

**Note:** For examples of "event details", see previous sample abstract (Sample Public CVOR Abstract (Level II) - Blended, during transition).

Ministry of Transportation

## CVOR ABSTRACT Alphabetical Glossary – Carrier (LEVEL II)

**Adjusted Fleet Size** Total commercial motor vehicles operated under CVOR certificate, plus number double-shifted, times percentage of travel in Ontario.

**Audit** Last audit: Date, Type: Enforcement or Voluntary, with Driver and Vehicle Profile Scores shown as a percentage.

**# Buses** Number of buses reported by the carrier, operated under its CVOR, that are plated in Ontario, USA or Mexico.

**Blended Violation Rate** Calculation of overall violation rate from two Performance Summary periods. This will only occur if the date range starts before and ends after April 2, 2007.

**# CVSA Inspections Conducted** Total number of inspections recorded in the time period shown.

**Canadian Kms Traveled** The annual rate of kilometres traveled in Canada, as reported by the carrier, for the carrier's total fleet operated under its CVOR certificate.

**Certificate Expiry Date** Not applicable at this time.

**Collisions with points** Number of reported collisions where points were assigned.

**Collisions not pointed** Number of reported collisions where no points were assigned.

**Commodities** Type of goods (or passengers) transported by the carrier.

**Convictions with points** Number of convictions where points were assigned.

**Convictions not pointed** Number of convictions where no points were assigned.

**Convictions Related to** Number of convictions related to the Driver, the Vehicle, the Load or Other factors.

**CVOR Status** CVOR certificate status may be Registered, Fail to Update, Not Registered, Dormant, Inactive, Terminated or Cancelled.

**# Drivers Inspected** Total number of drivers recorded on CVSA inspections for the time period shown. Does not include co-driver.

**Dangerous Goods** Identifies if carrier transports dangerous goods. (Yes, No or Restricted.)

**Date** Year/month/day.

**# Driver Points Assigned** Total number of "out-of-service" points assigned for driver defects on CVSA inspections for time period shown.

**Driver OOS (Rate)** Percentage of all driver-related CVSA inspections with "out-of-service" defects. (Includes Levels 1, 2 and 3 inspections only.)

**Event/Date** Displays type of event reported, date of occurrence and jurisdiction in which the event occurred.

**Fatal** Number of collisions that resulted in a fatality and were assigned points.

**IFTA** International Fuel Tax Agreement number issued by Ministry of Finance to carriers that register with IFTA.

**Inspection Violation Rate Calculations** Breakdown of the calculation to establish a carrier's inspection points and violation rate.

**Ministry Interventions** Contact made with the carrier to initiate compliance.

**Motor Vehicle Inspection Station** Whether or not a carrier operates a Motor Vehicle Inspection Station. (Yes or No.)

**N/A or n/a** Data is "not applicable".

**Number of Safety Inspections by Level** Number of Level 1, 2, 3, 4 and 5 and total number of CVSA Inspections conducted for the time period shown.

**Number of Safety Inspections Out of Service by Level** Number of Level 1, 2, 3, 4 and 5 and total number of CVSA Inspections conducted that indicated at least one “out-of-service” defect, based on the CVSA standard.

**Ontario Safety Rating** Public Safety Rating assigned by the Registrar after assessment of a carrier's on-road safety performance and/or the results of a facility audit (off-road performance), if applicable. May be Excellent, Satisfactory, Satisfactory-Unaudited, Conditional or Unsatisfactory.

**Operator Start Date** Date of first event on the CVOR operating record or reported carrier start date, whichever came first.

**Operator Type** Private, For Hire or Owner/Operator.

**Original Certificate Issued** Date original CVOR certificate was issued.

**Overall OOS (Rate)** Percentage of all CVSA inspections with at least one “out-of-service” defect. (Excludes Level 4 inspections.)

**Overall Safety Violation Rate** A carrier's accumulated points expressed as a percentage of its threshold.

**% of Set (Event) Threshold** Event violation rate is # (event) points divided by # Set (event) Threshold points shown as a percentage. (An event may be a collision, conviction or CVSA inspection.)

**Performance Data from / Performance Summary for** A carrier's safety record summary for a two-year period except where otherwise specified.

**Personal Injury** Number of collisions where points were assigned that resulted in a personal injury.

**Property Damage** Number of collisions where points were assigned that resulted in property damage only.

**Rec Authority** Authority granted to a carrier to test employee drivers for renewal or upgrade of a classified driver licence. (Yes, No or Restricted.)

**Sanction** A Ministry intervention that limits, suspends or cancels commercial vehicle operating privileges.

**Sanction Type** Indicates sanction of Plates and Permits (P), CVOR certificate (C), Operating Authority (A), Other (O) or Defaulted Unpaid Fines (F), or any combination.

**Standard OOS Rate** Set standard “out-of-service” rate for all carriers based on provincial inspections. Used in calculation of inspection violation rate for CVSA inspections occurring before April 2, 2007.

**Threshold** The safety performance standard (violation rate) that a carrier is expected to not exceed, based on industry performance data. It is measured individually for collisions, convictions and CVSA inspections and combined to determine and overall violation rate.

**Time** 24 hour clock.

**Total Collisions** Number of all collisions (with points and not pointed).

**Total Convictions** Number of all convictions (with points and not pointed).

**Total Kms Traveled** The annual rate of kilometres traveled in North America, as reported by the carrier, for the carrier's total fleet operated under its CVOR certificate.

**Total Ontario Fleet Size** The total number of trucks and buses operated by the carrier under its CVOR certificate. (Does not include commercial motor vehicles plated in other Canadian jurisdictions, nor any trailers.)

**Total Vehicle Units Inspected (for Level 1 and 5 inspections)** Total number of vehicles inspected during Level 1 and 5 CVSA inspections conducted before April 2, 2007, for the time period shown. Includes power units, trailer(s) and trailer converter dollies.

**Total Units Inspected** Total number of vehicles and drivers inspected on CVSA inspections for the time period shown. Includes power units, trailer(s) and trailer converter dollies. It also includes drivers inspected after April 1, 2007.

**# Trucks** Number of trucks (having a gross vehicle weight (GVW) and/or registered gross weight (RGW) over 4,500 kilograms) reported by the carrier, operated under its CVOR, that are plated in Ontario, USA or Mexico.

**US DOT #** Number assigned by USA Department of Transport to commercial motor vehicle carriers operating in the USA.

**# Vehicles Inspected** Total of all vehicles inspected in combinations for time period shown. Includes truck, tractor, trailer(s) and dolly.

**# Vehicle Points Assigned** Total # “out-of-service” points assigned for vehicle defects on CVSA inspections for time period shown.

**# Vehicles Double Shifted** A vehicle operated by two individual drivers who have separate shifts with a minimum of 8 hours each, in a 24-hour period on a regular basis (more than 4 days a week). Carrier must have sufficient drivers and log time records to qualify for double shift status.

**Vehicle OOS (Rate)** Percentage of all vehicle-related CVSA inspections with “out-of-service” mechanical defects. (Excludes Level 4 inspections. Includes Level 3 inspections, where mechanical defects were found.)

For Information on CVOR and  
Carrier Safety Rating contact:  
Carrier Sanctions and Investigation Office  
301 St. Paul Street, 3<sup>rd</sup> Floor  
St. Catharines, On L2R 7R4  
[www.carriersafetyrating.com](http://www.carriersafetyrating.com)  
1-800-387-7736 or 416-246-7166



## Appendix C - Sample CVOR Driver Abstract

Search Date: 2007 04 02  
Ref. No: 060-E-1320

COMMERCIAL VEHICLE OPERATOR RECORD  
ONTARIO DRIVER ABSTRACT

Page No: 1

Name: Green, Ronald

DRIVER: DL- G7366-64055-99999      Class: A\*\*\*      Condition: XZ\*  
Expiry: 2008/08/08    Medical Due Date: 2009/07/07  
Status: Licenced

The following record is for up to five years of Ontario events related to the operation of commercial motor vehicles only. Collisions will only be displayed if they are associated with a safety related driver conviction. It is the driver's responsibility to disclose any other CVOR related events not included in this abstract.

Event/Date      -----Description-----

Conviction      Conviction Date      : 2007/11/12  
2007/10/01      Offence Time              : 10:15                      Microfilm # 50300061  
CA-ON           Offence                    : FAILED TO YIELD RIGHT OF WAY  
                 Ticket #                    : 098765432109  
                 Vehicle Plate               : PX5656                      Jur : CA-ON  
                 Offence Location       : HWY 17 LANGTON TP  
                 Court Location        : Dryden  
                 Carrier: 1234567 ONTARIO LIMITED                      Jur : CA-ON  
                 O/A                       : GEORGES GARAGE  
                 CVOR #                    : 123-456-789

Collision           Classification       : Property damage only  
2007/10/01      Time                       : 10:15                      Microfilm # 50300087  
CA-ON           Driver Action            : FAILED TO YIELD RIGHT OF WAY  
                 Driver Condition       : Inattentive  
                 Vehicle Condition     : No apparent defect  
                 Vehicle Plate            : PX5656                      Jur : CA-ON  
                 Location                   : HWY 17 LANGTON TP  
                 Carrier: 1234567 ONTARIO LIMITED                      Jur : CA-ON  
                 O/A                       : GEORGES GARAGE  
                 CVOR #                    : 123-456-789

\*\*\*\* CONTINUED \*\*\*\*

Search Date: 2007 04 02      COMMERCIAL VEHICLE OPERATOR RECORD  
Ref. No: 060-E-1320      ONTARIO DRIVER ABSTRACT

Page No: 2

Name: Green, Ronald  
DRIVER: DL- G7366-64055-99999

Event/Date	-----Description-----
------------	-----------------------

```

Inspection CVI Report : ON0001143921 Level of Inspection : 1
2007/01/01 Time : 01:30 - 02:15 # Vehicles : 02
CA-ON Location : Putnam North Inspection Station
Charged : Yes
Categories OOS *: 004 Total All Defects: 007
*Category : DRIVERS LICENCES
: NO LICENCE*
*Category : HOURS OF WORK
: DRIVE AFTER 13 HOURS*
: FAIL TO CARRY LOG
Tractor : Plate - PR45678 Jur: CA-ON
: Make - PETE Unit #:332
*Category : SUSPENSION SYSTEM
: SPRING ASSEMBLY - LEAVES BROKEN*
*Category : BRAKE SYSTEM
: FRONT STEERING AXLE BRAKE- BRAKE INOPERATIVE*
: BRAKES-LININGS/PADS THICKNESS
Semi-Trailer : Plate - C876876 Jur: CA-ON
: Make - FREU Unit #:107
Category : BRAKE SYSTEM
: BRAKES-LININGS/PADS THICKNESS
Carrier: 1234567 ONTARIO LIMITED Jur : CA-ON
O/A : GEORGES GARAGE
CVOR # : 123-456-789

```

For further explanation contact your local MTO office for an Abstract Glossary  
\*\*\*\*\* END OF ABSTRACT \*\*\*\*\*

## Ministry of Transportation

## CVOR DRIVER ABSTRACT Alphabetical Glossary – Public

**Class** The driver's class of licence. (e.g. A, AM, AB, B, D, etc.)

**Condition** A condition attached to a driver's licence such as a Z for Air Brake Endorsement or X for requirement to wear glasses while driving, etc.

**Date** Year/month/day.

**Description** A description of the event that is recorded on the record.

**Driver** The individual's driver's licence number for whom the CVOR Driver Abstract has been obtained.

**Event/Date** Displays type of event reported, date of occurrence and jurisdiction in which the event occurred.

**Expiry** The date on which the driver's licence will expire.

**Medical Due Date** The date on which a driver holding a classified licence is required to obtain a valid medical in order to keep that class of licence.

**Microfilm #** The microfilm number on which the event is recorded by MTO.

**Name** The driver's full name in the format of last name, first name, initial.

**Ref. No** A reference number used by the Ministry to track the requested abstract.

**Search Date** The date on which the CVOR Driver Abstract was printed.

**Status** The status of the driver's licence, noted as suspended, unlicensed, licensed, unrenewable, etc.

**Time** 24 hour clock.

For Information on CVOR and  
Carrier Safety Rating contact:  
Carrier Sanctions and Investigation Office  
301 St. Paul Street, 3<sup>rd</sup> Floor  
St. Catharines, On L2R 7R4  
[www.carriersafetyrating.com](http://www.carriersafetyrating.com)  
1-800-387-7736 or 416-246-7166

Notes:

## APPENDIX D - Table of Threshold Values

### D.1 Collisions

#### Definition of Column Headings

**Rate of travel - km/month (R):** The total kilometres travelled per month in Canada (in Ontario, for US-plated carriers), for all commercial motor vehicles operating under the carrier's CVOR certificate.

**Collision threshold points ( $Y_{col}$ ):** The number of collision points in a given period for a specified rate of travel that will result in being at 100% of collision threshold.

$$Y_{col} = (1.363 \times R^{0.217}) (\# \text{ months}/24), \text{ for } R < 120,000 \text{ km/month}$$

$$Y_{col} = (0.000144 \times R) (\# \text{ months}/24), \text{ for } R = \text{or } > 120,000 \text{ km/month}$$

Rate of travel (km/month)	Collision threshold points	
	(24 months)	(per month)
R	$Y_{col}$	$Y_{col}$
100	3.70	0.154
1000	6.10	0.254
2000	7.09	0.296
3000	7.75	0.323
4000	8.24	0.344
5000	8.65	0.361
6000	9.00	0.375
7000	9.31	0.388
8000	9.58	0.399
9000	9.83	0.410
10000	10.06	0.419
11000	10.27	0.428
12000	10.46	0.436
13000	10.65	0.444
14000	10.82	0.451
15000	10.98	0.458
16000	11.14	0.464
17000	11.29	0.470
18000	11.43	0.476
19000	11.56	0.482
20000	11.69	0.487
21000	11.81	0.492

Rate of travel (km/month)	Collision threshold points	
	(24 months)	(per month)
R	$Y_{col}$	$Y_{col}$
22000	11.93	0.497
23000	12.05	0.502
24000	12.16	0.507
25000	12.27	0.511
26000	12.37	0.516
27000	12.48	0.520
28000	12.58	0.524
29000	12.67	0.528
30000	12.77	0.532
31000	12.86	0.536
32000	12.95	0.539
33000	13.03	0.543
34000	13.12	0.547
35000	13.20	0.550
36000	13.28	0.553
37000	13.36	0.557
38000	13.44	0.560
39000	13.51	0.563
40000	13.59	0.566
41000	13.66	0.569
42000	13.73	0.572
43000	13.80	0.575

Rate of travel (km/month)	Collision threshold points	
	(24 months)	(per month)
R	Y <sub>col</sub>	Y <sub>col</sub>
44000	13.87	0.578
45000	13.94	0.581
46000	14.01	0.584
47000	14.07	0.586
48000	14.14	0.589
49000	14.20	0.592
50000	14.26	0.594
51000	14.32	0.597
52000	14.38	0.599
53000	14.44	0.602
54000	14.50	0.604
55000	14.56	0.607
56000	14.62	0.609
57000	14.67	0.611
58000	14.73	0.614
59000	14.78	0.616
60000	14.84	0.618
61000	14.89	0.620
62000	14.94	0.623
63000	15.00	0.625
64000	15.05	0.627
65000	15.10	0.629
66000	15.15	0.631
67000	15.20	0.633
68000	15.25	0.635
69000	15.29	0.637
70000	15.34	0.639
71000	15.39	0.641
72000	15.44	0.643
73000	15.48	0.645
74000	15.53	0.647
75000	15.57	0.649
76000	15.62	0.651
77000	15.66	0.653
78000	15.71	0.654
79000	15.75	0.656
80000	15.79	0.658
81000	15.84	0.660

Rate of travel (km/month)	Collision threshold points	
	(24 months)	(per month)
R	Y <sub>col</sub>	Y <sub>col</sub>
82000	15.88	0.662
83000	15.92	0.663
84000	15.96	0.665
85000	16.00	0.667
86000	16.04	0.668
87000	16.08	0.670
88000	16.12	0.672
89000	16.16	0.673
90000	16.20	0.675
91000	16.24	0.677
92000	16.28	0.678
93000	16.32	0.680
94000	16.36	0.681
95000	16.39	0.683
96000	16.43	0.685
97000	16.47	0.686
98000	16.50	0.688
99000	16.54	0.689
100000	16.58	0.691
101000	16.61	0.692
102000	16.65	0.694
103000	16.68	0.695
104000	16.72	0.697
105000	16.75	0.698
106000	16.79	0.699
107000	16.82	0.701
108000	16.86	0.702
109000	16.89	0.704
110000	16.92	0.705
111000	16.96	0.707
112000	16.99	0.708
113000	17.02	0.709
114000	17.05	0.711
115000	17.09	0.712
116000	17.12	0.713
117000	17.15	0.715
118000	17.18	0.716
119000	17.21	0.717

Rate of travel (km/month)	Collision threshold points	
	(24 months)	(per month)
R	Y <sub>col</sub>	Y <sub>col</sub>
120000	17.25	0.719
130000	18.72	0.780
140000	20.16	0.840
150000	21.60	0.900
160000	23.04	0.960
170000	24.48	1.020
180000	25.92	1.080
190000	27.36	1.140
200000	28.80	1.200
210000	30.24	1.260
220000	31.68	1.320
230000	33.12	1.380
240000	34.56	1.440
250000	36.00	1.500
500000	72.00	3.000
750000	108.00	4.500
1000000	144.00	6.000
1250000	180.00	7.500
1500000	216.00	9.000
1750000	252.00	10.500
2000000	288.00	12.000
2250000	324.00	13.500
2500000	360.00	15.000
2750000	396.00	16.500
3000000	432.00	18.000
3250000	468.00	19.500
3500000	504.00	21.000
3750000	540.00	22.500
4000000	576.00	24.000
4250000	612.00	25.500
4500000	648.00	27.000
4750000	684.00	28.500
5000000	720.00	30.000
5250000	756.00	31.500
5500000	792.00	33.000
5750000	828.00	34.500
6000000	864.00	36.000

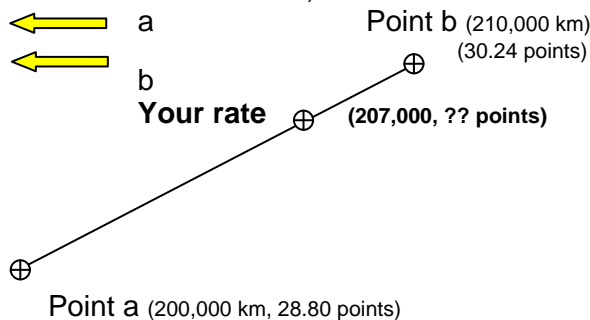
**Note:** A carrier's rate of travel may not match an exact value in the tables. To interpolate a value, you may use the following formula.

Threshold points =  $T_{est}$ , where  

$$T_{est} = T_a + (T_b - T_a) \times (km_b - km_{est}) \div (km_b - km_a)$$

**Example:**

Assume your kilometric rate( $km_{est}$ )  
 =207,000 km/month.



$$T_{est} = T_a + (T_b - T_a) \times (km_{est} - km_a) \div (km_b - km_a)$$

$$= 28.80 + (30.24 - 28.80) \times (207,000 - 200,000) \div (210,000 - 200,000)$$

$$= 28.80 + 1.44 \times 7,000 \div 10,000$$

$$= 28.80 + 1.01$$

$$= 29.81 \text{ points}$$

## APPENDIX D - Table of Threshold Values

### D.2 Convictions

#### Definition of Column Headings

**Rate of travel - km/month (R):** The total kilometres travelled per month in Canada (in Ontario, for US-plated carriers), for all commercial motor vehicles operating under the carrier's CVOR certificate.

**Conviction threshold points ( $Y_{con}$ ):** The # of conviction points in a given period for a specified rate of travel that will result in being at 100% of conviction threshold

$Y_{con} = (2.54 \times R^{0.235})$  (# months/24), for  $R < 120,000$  km/month

$Y_{con} = (0.000331 \times R)$  (# months/24), for  $R = \text{or} > 120,000$  km/month

Rate of travel	Conviction threshold points	
(km/month)	(24 months)	(per month)
R	$Y_{con}$	$Y_{con}$
100	7.50	0.312
1000	12.88	0.537
2000	15.16	0.631
3000	16.67	0.695
4000	17.84	0.743
5000	18.80	0.783
6000	19.62	0.818
7000	20.34	0.848
8000	20.99	0.875
9000	21.58	0.899
10000	22.12	0.922
11000	22.62	0.943
12000	23.09	0.962
13000	23.53	0.980
14000	23.94	0.998
15000	24.33	1.014
16000	24.71	1.029
17000	25.06	1.044
18000	25.40	1.058
19000	25.72	1.072
20000	26.04	1.085
21000	26.34	1.097
22000	26.63	1.109

Rate of travel	Conviction threshold points	
(km/month)	(24 months)	(per month)
R	$Y_{con}$	$Y_{con}$
23000	26.91	1.121
24000	27.18	1.132
25000	27.44	1.143
26000	27.69	1.154
27000	27.94	1.164
28000	28.18	1.174
29000	28.41	1.184
30000	28.64	1.193
31000	28.86	1.203
32000	29.08	1.212
33000	29.29	1.220
34000	29.49	1.229
35000	29.70	1.237
36000	29.89	1.246
37000	30.09	1.254
38000	30.27	1.261
39000	30.46	1.269
40000	30.64	1.277
41000	30.82	1.284
42000	31.00	1.291
43000	31.17	1.299
44000	31.34	1.306
45000	31.50	1.313



Rate of travel (km/month)	Conviction threshold points	
	(24 months)	(per month)
R	Y <sub>con</sub>	Y <sub>con</sub>
46000	31.67	1.319
47000	31.83	1.326
48000	31.98	1.333
49000	32.14	1.339
50000	32.29	1.345
51000	32.44	1.352
52000	32.59	1.358
53000	32.74	1.364
54000	32.88	1.370
55000	33.02	1.376
56000	33.16	1.382
57000	33.30	1.388
58000	33.44	1.393
59000	33.57	1.399
60000	33.71	1.404
61000	33.84	1.410
62000	33.97	1.415
63000	34.09	1.421
64000	34.22	1.426
65000	34.35	1.431
66000	34.47	1.436
67000	34.59	1.441
68000	34.71	1.446
69000	34.83	1.451
70000	34.95	1.456
71000	35.07	1.461
72000	35.18	1.466
73000	35.30	1.471
74000	35.41	1.475
75000	35.52	1.480
76000	35.63	1.485
77000	35.74	1.489
78000	35.85	1.494
79000	35.96	1.498
80000	36.06	1.503
81000	36.17	1.507
82000	36.27	1.511
83000	36.38	1.516

Rate of travel (km/month)	Conviction threshold points	
	(24 months)	(per month)
R	Y <sub>con</sub>	Y <sub>con</sub>
84000	36.48	1.520
85000	36.58	1.524
86000	36.68	1.528
87000	36.78	1.533
88000	36.88	1.537
89000	36.98	1.541
90000	37.07	1.545
91000	37.17	1.549
92000	37.27	1.553
93000	37.36	1.557
94000	37.46	1.561
95000	37.55	1.565
96000	37.64	1.568
97000	37.73	1.572
98000	37.82	1.576
99000	37.91	1.580
100000	38.00	1.584
101000	38.09	1.587
102000	38.18	1.591
103000	38.27	1.595
104000	38.36	1.598
105000	38.44	1.602
106000	38.53	1.605
107000	38.61	1.609
108000	38.70	1.612
109000	38.78	1.616
110000	38.87	1.619
111000	38.95	1.623
112000	39.03	1.626
113000	39.11	1.630
114000	39.19	1.633
115000	39.27	1.636
116000	39.35	1.640
117000	39.43	1.643
118000	39.51	1.646
119000	39.59	1.650
120000	39.67	1.653
130000	43.03	1.793

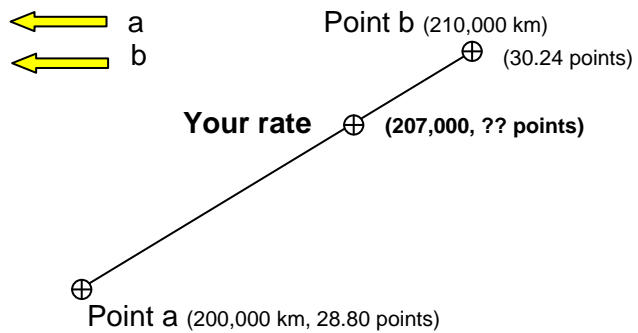
Rate of travel (km/month)	Conviction threshold points	
	(24 months)	(per month)
R	Y <sub>con</sub>	Y <sub>con</sub>
140000	46.34	1.931
150000	49.65	2.069
160000	52.96	2.207
170000	56.27	2.345
180000	59.58	2.483
190000	62.89	2.620
200000	66.20	2.758
210000	69.51	2.896
220000	72.82	3.034
230000	76.13	3.172
240000	79.44	3.310
250000	82.75	3.448
500000	165.50	6.896
750000	248.25	10.344
1000000	331.00	13.792
1250000	413.75	17.240
1500000	496.50	20.688
1750000	579.25	24.135
2000000	662.00	27.583
2250000	744.75	31.031
2500000	827.50	34.479
2750000	910.25	37.927
3000000	993.00	41.375
3250000	1075.75	44.823
3500000	1158.50	48.271
3750000	1241.25	51.719
4000000	1324.00	55.167
4250000	1406.75	58.615
4500000	1489.50	62.063
4750000	1572.25	65.510
5000000	1655.00	68.958
5250000	1737.75	72.406
5500000	1820.50	75.854
5750000	1903.25	79.302
6000000	1986.00	82.750

**Note:** A carrier's rate of travel may not match an exact value in the tables. To interpolate a value, you may use the following formula.

Threshold points =  $T_{est}$ , where  
 $T_{est} = T_a + (T_b - T_a) \times (km_b - km_{est}) \div (km_b - km_a)$

**Example:**

Assume your kilometric rate ( $km_{est}$ )  
 = 207,000 km/month.



$$\begin{aligned}
 T_{est} &= T_a + (T_b - T_a) \times (km_{est} - km_a) \div (km_b - km_a) \\
 &= 66.20 + (69.51 - 66.20) \times (207,000 - 200,000) \div (210,000 - 200,000) \\
 &= 66.20 + 3.31 \times 7,000 \div 10,000 \\
 &= 66.20 + 2.32 \\
 &= 68.52 \text{ points}
 \end{aligned}$$

## APPENDIX D - Table of Threshold Values

### D.3 Inspections

#### Definition of Column Headings

**Units Inspected (U):** The # of units, including vehicles and drivers, inspected in a given period.

**Inspection threshold points ( $Y_{ins}$ ):** The # of inspection points in a given period for a specified number of units inspected that will result in being at 100% of inspection threshold.

$$Y_{ins} = 7.789 + 0.139 \times U$$

Units Inspected	Inspection threshold points
U	$Y_{ins}$
1	7.93
2	8.07
3	8.21
4	8.35
5	8.48
6	8.62
7	8.76
8	8.90
9	9.04
10	9.18
11	9.32
12	9.46
13	9.60
14	9.74
15	9.87
16	10.01
17	10.15
18	10.29
19	10.43
20	10.57
21	10.71
22	10.85
23	10.99
24	11.13
25	11.26

Units Inspected	Inspection threshold points
U	$Y_{ins}$
26	11.40
27	11.54
28	11.68
29	11.82
30	11.96
31	12.10
32	12.24
33	12.38
34	12.52
35	12.65
36	12.79
37	12.93
38	13.07
39	13.21
40	13.35
41	13.49
42	13.63
43	13.77
44	13.91
45	14.04
46	14.18
47	14.32
48	14.46
49	14.60
50	14.74

Units Inspected	Inspection threshold points
U	$Y_{ins}$
51	14.88
52	15.02
53	15.16
54	15.30
55	15.43
56	15.57
57	15.71
58	15.85
59	15.99
60	16.13
61	16.27
62	16.41
63	16.55
64	16.69
65	16.82
66	16.96
67	17.10
68	17.24
69	17.38
70	17.52
71	17.66
72	17.80
73	17.94
74	18.08
75	18.21

Units Inspected	Inspection threshold points
U	Y <sub>ins</sub>
76	18.35
77	18.49
78	18.63
79	18.77
80	18.91
81	19.05
82	19.19
83	19.33
84	19.47
85	19.60
86	19.74
87	19.88
88	20.02
89	20.16
90	20.30
91	20.44
92	20.58
93	20.72
94	20.86
95	20.99
96	21.13
97	21.27
98	21.41
99	21.55
100	21.69
110	23.08
120	24.47
130	25.86
140	27.25
150	28.64
160	30.03
170	31.42
180	32.81
190	34.20
200	35.59
210	36.98
220	38.37
230	39.76
240	41.15

Units Inspected	Inspection threshold points
U	Y <sub>ins</sub>
250	42.54
260	43.93
270	45.32
280	46.71
290	48.10
300	49.49
310	50.88
320	52.27
330	53.66
340	55.05
350	56.44
360	57.83
370	59.22
380	60.61
390	62.00
400	63.39
410	64.78
420	66.17
430	67.56
440	68.95
450	70.34
460	71.73
470	73.12
480	74.51
490	75.90
500	77.29
510	78.68
520	80.07
530	81.46
540	82.85
550	84.24
560	85.63
570	87.02
580	88.41
590	89.80
600	91.19
610	92.58
620	93.97
630	95.36

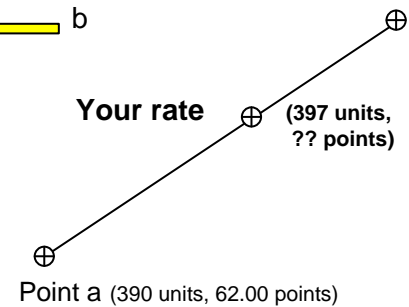
Units Inspected	Inspection threshold points
U	Y <sub>ins</sub>
640	96.75
650	98.14
660	99.53
670	100.92

**Note:** A carrier's # units inspected may not match an exact value in the tables. To interpolate a value, you may use the following formula.

$$\text{Threshold points} = T_{\text{est}}, \text{ where } T_{\text{est}} = T_a + (T_b - T_a) \times (U_b - U_{\text{est}}) \div (U_b - U_a)$$

**Example:** Assume you had 397 units inspected ( $U_{\text{est}}$ ) = 397 units.

← a Point b (400 units, 63.39 points)  
← b



$$T_{\text{est}} = T_a + (T_b - T_a) \times (U_{\text{est}} - U_a) \div (U_b - U_a)$$

$$= 62.00 + (63.39 - 62.00) \times (397 - 390) \div (400 - 390)$$

$$= 62.00 + 1.39 \times 7 \div 10$$

$$= 62.00 + 0.97$$

$$= 62.97 \text{ points}$$

## APPENDIX E – Conviction Code Table

The Conviction Code Table lists offences applicable to commercial motor vehicle operators and their drivers.

### Convictions

An officer may lay a charge against a driver or carrier/operator. Convictions resulting from charges are recorded on a carrier's CVOR abstract with point values based on severity. Point values have been determined in consultation with a wide range of industry/insurance/provincial and federal committee representatives/predictive studies. The primary objective is to monitor the safety performance of carriers most likely to become involved in future collisions. Point values for those convictions that have occurred in Ontario can be found on the Ontario Convictions sheet.

Convictions for offences that occurred in other Canadian jurisdictions are received by MTO via a data exchange system with a CCMTA code and a general description of the offence grouped in this code category. Only those out of province convictions that occurred after April 1, 2007, will appear on a CVOR carrier abstract. These convictions groupings can be found on the CCMTA Equivalency sheet.

All convictions that are administrative in nature are zero pointed.

If this document has been sent electronically

The following attachment will open the full Conviction Code Table otherwise contact the Carrier Sanctions and Investigation Office to obtain a full copy.

To open attachment go to View - Navigation Panels - Attachements  
excel file - "Conviction Code Table-2008-02-14"

Otherwise please refer to Public Guideline Attached Files Document



Conviction Code  
Table-2008-02-14.xls

To have a copy of the Conviction Code Table sent to you contact:  
Carrier Sanctions and Investigation Office  
301 St. Paul Street, 3<sup>rd</sup> Floor  
St. Catharines, On L2R 7R4  
1-800-387-7736 or 416-246-7166

A brief description on the headings that appear on one or both the Ontario convictions sheet and the CCMTA Equivalency sheet are found below:

<b>Acts, Regulations, Bylaws and Their Descriptions (first three spaces on the offence code)</b>			
Code	Descriptions	Code	Descriptions
HTA	Highway Traffic Act	590	Ontario Food Terminal Regulation 704
CCC	Criminal Code Canada	592	Carrier Act
LLA	Liquor Licence Act	593	St Clair Parkway, St Lawrence Parks
229	Government Property Traffic Act	597	Transportation Dangerous Goods - Federal
247	Airport Traffic Regulations	628	Truck Transportation Act
277	Airport Concession Regulations	631	Contravene MVTA87
284	Licence Invalid Regulations	710	Speeding, Niagara Parks
291	Speeding Regulations	717	Snow Vehicle Regulation
320	Speeding Regulations	754	Comprehensive Road Safety Act
508	Motor Vehicle Accident Claims Act (MVACA) and (CAIA)	803	Fail to Cover Load Regulation
508	Compulsory Automobile Insurance Act (CAIA) and MVACA	804	Improper Class of Licence Regulation
509	Conservation Regulation 179	805	Driving Instructor Regulation
512	Corporate Tax Act	806	Brakes Inadequate Regulation
513	Dangerous Goods Act	807	Motor Cycle Regulation
519	Environmental Protection Act	808	Parking Infraction Regulation
523	Fuel Tax Act	810	Safety Brakes Regulation
524	Game and Fish Act	811	School Bus Regulation
530	Various HTA Regulations	812	Securing Children Regulation
533	Auto Insurance Act	813	Trailer Fastening Regulation
537	Liquor Control Act	832	Public Commercial Vehicle Act
543	Motor Vehicle Accident Claim	833	Environmental Protection Act
544	Motorized Snow Vehicle Act	834	Dangerous Goods Transportation Act
549	Motor Vehicle Transportation Act	835	Truck Transportation Act (Way Bills)
552	Off Road Vehicle Regulations	886	Display Notice/Sign Regulation
567	Regulation 491 Speeding	888	Public Vehicle Act
568	Public Commercial Vehicle Act	982	Public Vehicle Act
573	Public Vehicle Act	995	Municipal Bylaw
588	Parks Act		

The "**Offence Code**" on the Ontario Convictions sheet is set out as follows:  
 Act (XXX) Section (XXXXX) Sub-section (XXX) Clause (XXX) Item (XX)  
 When searching you must include all spaces. e.g. HTA section 107 sub 11  
 would be entered as follows: WITH x SIGNIFYING A SPACE = HTAxx107x11

A "**CCMTA Code**" is a number assigned by a federal agency committee providing generic coding and categories to ensure the comprehensive exchange of convictions between all Canadian jurisdictions.

The CVOR "**Safety Code**" column identifies offences that have been considered safety (S) or administrative (A). Administrative convictions have no CVOR points.

The CVOR Conviction Type "**Con Type**" column identifies the category of the offence where:

1 = Document	2 = Driver	3 = Vehicle
4 = Load	5 = Overweight	6 = Overdimension
7 = Dangerous Goods	8 = Environment	9 = Fuel Tax Act
10 = Hours of Work	11 = Maintenance	12 = Other

The Alternative Group ("**AltGrp**") breaks the convictions down into the following categories:

1 = Driver related	2 = Vehicle related	3 = Load related
4 = Other		

The Carrier Category "**Carrier Cat**" column indicates if there is a reduction to points based on speed or weight.

**(WT1 - WT2) Overweight convictions** will be assigned 2 points, where the amount of the overload is 2,000 kg or more. For overloads identified as less than 2,000 kg, zero points will be assigned.

**(SPD) Speeding under - HTA Section 128** - will be pointed as follows: 1-10 km over posted speed limit = 2 points, 11-20 km over = 3 points, for all others greater than 21 km over the posted speed limit = 5 points

The "**Carrier Driver C/D/B**" column indicates if the convictions could be a CVOR Driver offence, a carrier offence, or both.

Sample Convictions

This is an unofficial sample of convictions from Ontario's CVOR Conviction Code Table. For an accurate reference, please call your CVOR Analyst (416) 246-7166 - Carrier Sanctions and Investigation Office. You may also refer to the ministry website at [www.mto.gov.on.ca](http://www.mto.gov.on.ca).

Offence Code	Description - Long Text English	CVOR Pts. previous to April 2, 2007	CVOR Points	CCMTA Code	Safety Code	Con Type	Alt Group	Carrier Cat	Carrier Driver C/D/B
HTA 128	SPEEDING KMH IN KMH ZONE	02	02	0004	S	02	01	SPD	B
HTA 85 1	OPERATE VEHICLE- FAIL TO DISPLAY DEVICE	03	03	0630	S	01	02		B
HTA 107 10	DRIVER FAIL TO CARRY/SURRENDER INSPECTION REPORT	02	01	0502	S	11	01		B
HTA 121 1	OVERWEIGHT - IN EXCESS OF PERMIT	00	00	0704	A	05	03	WT2	B
HTA 107 3	FAIL TO ENSURE PERFORMANCE STANDARDS MET	Effective 2007-07-01	02	0500	S	11	02		C
HTA 107 5	FAIL TO COMPLETE DAILY/UNDER-VEH INSP REPORT ACCURATELY	Effective 2007-07-01	02	0501	S	11	02		B
HTA 190 3	FAIL TO MAINTAIN/CARRY LOG BOOK	06	02	0401	S	10	01		B
HTA 7 1	FAIL TO REGISTER VEHICLE	00	00	0209	A	01	04		B



## APPENDIX F - Forms

This section contains templates and/or examples of forms that pertain to a carrier's CVOR record:

- CVOR Applications
- Collisions / Motor Vehicle Accident Report
- Motor Vehicle Accident Report Template
- Inspections / Commercial Vehicle Inspection Report
- Commercial Vehicle Inspection Report Template

## CVOR Applications

The following copies of the applications for an **ORIGINAL** Commercial Vehicle Operator's Registration (CVOR) Certificate are provided for reference purposes only. These copies are accurate to the time of publication. Current applications are available online at [www.mto.gov.on.ca](http://www.mto.gov.on.ca).

**Current CVOR registrants** requesting a change in information or changes in fleet size or kilometric travel should contact the Carrier Sanctions and Investigation Office at 416-246-7166 (from the Greater Toronto Area and outside Ontario) or 1-800-387-7736 (in Ontario)

Here are quick links for ORIGINAL APPLICATIONS if you are receiving this guide electronically. Go to VIEW - Navigation Panels - Attachments

### For an Individual:

#### CVOR Application – Individual



Individual  
023-CV02IE-E 2008-0

#### Application Guide



Guide  
023-CV02-E.pdf

### For a Corporation or Partnership:

#### CVOR Application – Corporation or Partnership



Corporation  
023-CV02CE-E 2008-0

#### Application Guide



Guide  
023-CV02-E.pdf

- You will be required to keep track of and report any changes in kilometres traveled by your truck and bus fleet.

### Carrier Sanctions and Investigation Office

301 St. Paul Street, 3<sup>rd</sup> Floor  
St. Catharines, ON L2R 7R4  
1-800-387-7736  
416-246-7166

## Collisions:

A preventable collision is one which occurs because the driver fails to act in an appropriate manner to prevent it. In judging whether the driver's actions were reasonable, the carrier should try to determine whether the driver drove defensively and demonstrated an acceptable level of skill and knowledge. The definition of what is reasonable may be set out in the carrier's safety management program.

Establishing a definition of a 'preventable collision' may be used to achieve the following goals:

- establish a safe driving standard for drivers
- provides a standard for evaluating individual drivers
- provides an objective for accident investigations and evaluations
- provides a means for evaluating the safety performance of the fleet as a whole
- provides a means for monitoring the effectiveness of fleet safety programs
- assists in dealing with driver safety infractions
- assists in the implementation of safe driving recognition programs

Templates of Motor Vehicle Accident Reports are attached and should be reviewed as part of any program to investigate collisions.

Box numbers 31 to 36, 42, 46 and 47 are used in pointing collisions on a CVOR Abstract.  
(see page 13 in CVOR chapter for pointing criteria)

## Motor Vehicle Accident Report

**Ver 1** Use Template Ver. 1 with this report

**Motor Vehicle Accident Report**

Report Type ☐ Original ☐ Amended ☐ Failed To Remain

Accident Number \_\_\_\_\_ Page \_\_\_\_\_ of \_\_\_\_\_

Accident Date Yr. Mo. Day Day of the Week Time \_\_\_\_\_

Time Officer Arrived or Police Force Reported to: \_\_\_\_\_

Name of Investigating Officer \_\_\_\_\_

Name of Submitting Police Force \_\_\_\_\_

Emergency Equipment in Attendance \_\_\_\_\_

Service Performed \_\_\_\_\_

Dangerous Goods Involvement \_\_\_\_\_

Prod. Ident. No. (P.I.N.) \_\_\_\_\_

Div./Stat./Det. \_\_\_\_\_

Plat./Squad \_\_\_\_\_

Location R1 Street, Road, Highway, Etc. House No. or Distance \_\_\_\_\_

R2 Intersection Keypoint Patrol Area or Other Reference Keypoint No. \_\_\_\_\_

Municipality \_\_\_\_\_

Circle as applicable M. Km. N. S. E. W. O \_\_\_\_\_

District Keypoint/Geocode \_\_\_\_\_

Offroad \_\_\_\_\_

Ramp No. \_\_\_\_\_

Pole No. \_\_\_\_\_

County, District or Reg. Municipality \_\_\_\_\_

**Driver 1** (Surname first) \_\_\_\_\_ Code \_\_\_\_\_

Address \_\_\_\_\_ Telephone No. \_\_\_\_\_

Postal Code \_\_\_\_\_

Driver's Licence No. \_\_\_\_\_ Prov. \_\_\_\_\_ Class \_\_\_\_\_ Cond. \_\_\_\_\_

Sex \_\_\_\_\_ D.O.B. (Y.M.D.) \_\_\_\_\_ Proper Licence to Drive Class of Vehicle ☐ Y ☐ N ☐ Suspended ☐ Y ☐ N ☐ Breathalyzer Blood Test Admin. ☐ Y ☐ N

Make \_\_\_\_\_ Year \_\_\_\_\_ Model \_\_\_\_\_ Colour \_\_\_\_\_ Body Style \_\_\_\_\_

Air Brake ☐ Y ☐ N Plate No. \_\_\_\_\_ Prov. \_\_\_\_\_ Number of Occupants in Vehicle \_\_\_\_\_

Owner (Surname first) ☐ As Above \_\_\_\_\_

Address \_\_\_\_\_ Telephone No. \_\_\_\_\_

Postal Code \_\_\_\_\_

Insurance Company and Policy No. ☐ None \_\_\_\_\_

CVOR No. \_\_\_\_\_ Lic. Class Required ☐ Loaded ☐ Unloaded Approx. Speed Km/hr. \_\_\_\_\_

Make \_\_\_\_\_ Plate No. \_\_\_\_\_ Prov. \_\_\_\_\_

Owner (Surname first) ☐ As Vehicle Above \_\_\_\_\_

Address \_\_\_\_\_ Telephone No. \_\_\_\_\_

Postal Code \_\_\_\_\_

Insurance Company and Policy No. ☐ As Vehicle Above \_\_\_\_\_

**Vehicle 2** (Surname first) \_\_\_\_\_ Code \_\_\_\_\_

Address \_\_\_\_\_ Telephone No. \_\_\_\_\_

Postal Code \_\_\_\_\_

Driver's Licence No. \_\_\_\_\_ Prov. \_\_\_\_\_ Class \_\_\_\_\_ Cond. \_\_\_\_\_

Sex \_\_\_\_\_ D.O.B. (Y.M.D.) \_\_\_\_\_ Proper Licence to Drive Class of Vehicle ☐ Y ☐ N ☐ Suspended ☐ Y ☐ N ☐ Breathalyzer Blood Test Admin. ☐ Y ☐ N

Make \_\_\_\_\_ Year \_\_\_\_\_ Model \_\_\_\_\_ Colour \_\_\_\_\_ Body Style \_\_\_\_\_

Air Brake ☐ Y ☐ N Plate No. \_\_\_\_\_ Prov. \_\_\_\_\_ Number of Occupants in Vehicle \_\_\_\_\_

Owner (Surname first) ☐ As Above \_\_\_\_\_

Address \_\_\_\_\_ Telephone No. \_\_\_\_\_

Postal Code \_\_\_\_\_

Insurance Company and Policy No. ☐ None \_\_\_\_\_

CVOR No. \_\_\_\_\_ Lic. Class Required ☐ Loaded ☐ Unloaded Approx. Speed Km/hr. \_\_\_\_\_

Make \_\_\_\_\_ Plate No. \_\_\_\_\_ Prov. \_\_\_\_\_

Owner (Surname first) ☐ As Vehicle Above \_\_\_\_\_

Address \_\_\_\_\_ Telephone No. \_\_\_\_\_

Postal Code \_\_\_\_\_

Insurance Company and Policy No. ☐ As Vehicle Above \_\_\_\_\_

**Investigating Officer's Description of Accident & Diagram**

Number of Lanes \_\_\_\_\_ Posted Speed Max. \_\_\_\_\_ Advisory \_\_\_\_\_

R1 \_\_\_\_\_ R2 \_\_\_\_\_

Description of Code(s) 97, 98, 99 \_\_\_\_\_

Describe Damage to Other Property \_\_\_\_\_

Person and/or Agency Advised \_\_\_\_\_

Independent Witnesses - Name \_\_\_\_\_

No. Involved Persons - Injured Taken To/By \_\_\_\_\_

Vehicle Taken To/By V1 \_\_\_\_\_ V2 \_\_\_\_\_

Persons Charged - Section and Act & P.O.T. No. \_\_\_\_\_

Name of Coroner \_\_\_\_\_ Telephone No. \_\_\_\_\_

If School Age Child Involved, Indicate School Name \_\_\_\_\_

Signature of Investigating Officer \_\_\_\_\_ Report completed on Yr. Mo. Day \_\_\_\_\_

Signature of Supervisor \_\_\_\_\_ Badge No. \_\_\_\_\_ Yr. Mo. Day \_\_\_\_\_

Involved Persons

Veh. No.	Plat. No.	Yr.	Mo.	Day	Time	Code
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						
11						
12						
13						
14						
15						
16						
17						
18						
19						
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21						
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25						
26						
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30						
31						
32						
33						
34						
35						
36						
37						
38						
39						
40						

press firmly you are making 5 copies

All boxes must be completed by officers submitting Report. Specify all codes 97, 98, 99 on this Report.

**UNIT 2**

SR-LD-401 89-01

## Motor Vehicle Accident Report Template

Accident Location			Off Highway			Road Jurisdiction			Ver 1		
On Highway			At railway crossing			01-Municipal (excl. Twp. Rd.)			04-County or district		
01-Non intersection			05-Underpass or tunnel			02-Provincial highway			05-Regional municipality		
02-Intersection related			06-Overpass or bridge			03-Township			06-Private property		
03-At intersection			07-Other			07-Federal			99-Other		
04-At/near private drive			08-Trail								
			09-Frozen lake or river								
			10-Parking lot								
			99-Other								
Impact Location			11-Not on roadway - right side			Classification of Accident			41		
01-Within intersection			07-Passing lane			01-Fatal injury			03-P.D. only		
02-Thru lane			08-Left shoulder			02-Non-fatal injury			04-Non-reportable		
03-Left turn lane			09-Right shoulder						42		
04-Right turn lane			10-Not on roadway - left side			Initial Direction of Travel			V1 43		
05-Right turn channel			99-Other			01-North			03-East		
06-Two-way left turn lane						02-South			04-West		
									V2 44		
If 02 used above, enter Thru Lane No.						Initial Impact Type			45		
Environment Condition Multiple Choices Allowed						01-Approaching			05-Turning movement		
01-Clear			04-Freezing rain			02-Angle			06-SMV unattended vehicle		
02-Rain			05-Drifting snow			03-Rear end			07-SMV other		
03-Snow			06-Strong wind			04-Sideswipe			99-Other		
									45		
Light			07-Fog, mist, smoke, dust			Vehicle Manoeuvre			V1 46		
01-Daylight			04-Dawn, artificial			01-Going ahead			09-Reversing		
02-Daylight, artificial			05-Dusk			02-Slowing or stopping			10-Stopped		
03-Dawn			06-Dusk, artificial			03-Overtaking			11-Parked		
						04-Turning left			12-Disabled		
						05-Turning right			13-Pulling away from shoulder or curb		
						06-Making "U" turn			14-Pulling onto shoulder or toward curb		
						07-Changing lanes			99-Unknown		
						08-Merging			99-Other		
Traffic Control			09-Traffic controller			Sequence of Events Multiple Choices Allowed			V2 47		
01-Traffic signal			05-Police control			01-Other motor vehicle			06-Street car		
02-Stop sign			06-School guard			02-Unattended vehicle			07-Farm tractor		
03-Yield sign			07-School bus			03-Pedestrian			08-Animal - domestic		
04-Ped. crossover			08-Traffic gate			04-Cyclist			09-Animal - wild		
						05-Railway train			97-Other		
Traffic Control Condition						Other Events			48		
01-Functioning			03-Obscured			20-Ran off road			25-Submersion		
02-Not functioning			04-Missing/Damaged			21-Skidding/sliding			26-Rollover		
						22-Jackknifing			27-Debris on road		
						23-Load spill			28-Debris falling off vehicle		
						24-Fire/explosion			99-Other		
Road Character			07-Express lane			Fixed Objects			V1 49		
01-Undivided - one-way			04-Divided - no barrier			50-Cable guide rail			60-Ditch		
02-Undivided - two-way			05-Ramp			51-Concrete guide rail			61-Curb		
03-Divided with restraining barrier			06-Collector lane			52-Steel guide rail			62-Crash cushion/treat.		
						53-Pole (utility, tower)			63-Building or wall		
						54-Pole (sign, parking meter)			64-Water course		
						55-Fence/noise barrier			65-Construction marker		
						56-Culvert			66-Tree, shrub, stump		
						57-Bridge support			99-Other		
						58-Rock face			99-Other		
						59-Snowbank/drift			99-Other		
Road Surface			07-Steel			Fixed Object Offset			V2 50		
01-Asphalt			04-Concrete			Left of Roadway			01- Less than 3.1m		
02-Oil treated gravel			05-Earth			02- 3.1m to 6.0m			05- Less than 3.1m		
03-Gravel or crushed stone			06-Wood			03- 6.1m to 9.0m			06- 3.1m to 6.0m		
						04- Greater than 9.0m			07- 6.1m to 9.0m		
									08- Greater than 9.0m		
									V1 60		
Road Condition			03-Under repair or construction			Vehicle Damage			V2 61		
01-Good			02-Poor			01-None			03-Moderate		
02-Good			03-Poor			02-Light			04-Severe		
						03-Moderate			05-Demolished		
						04-Severe			99-Other		
Road Surface Condition						Location of Vehicle Damage or Area of Impact Multiple Choices Allowed			62		
01-Dry			05-Packed snow			01-Right front corner			14-Right side complete		
02-Wet			06-Ice			02-Right front			15-Back complete		
03-Loose snow			07-Mud			03-Right front			16-Left side complete		
04-Slush			08-Loose sand or gravel			04-Right rear			17-Top		
						05-Right rear corner			18-Undercarriage		
						06-Back centre			19-No contact		
						07-Left rear corner			99-Unknown		
						08-Left rear					
						09-Left centre					
						10-Left front					
						11-Left front corner					
						12-Front centre					
						13-Front complete					
									V1 63		
									V2 64		
									V2 65		
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## Inspections

The purpose of this section of the public guide is to identify critical vehicle inspection items and provide a list of vehicle and driver categories.  
(see page 13 in CVOR chapter for pointing criteria)

No carrier shall require, nor shall any person operate, any commercial vehicle declared "out-of-service" until all defects or violations which resulted in the out-of-service condition have been rectified.

## Commercial Vehicle Inspection Report

Ontario		Ministry of Transportation		Commercial Vehicle Inspection Report				S. No. ONEA00010571		
Level 1	Date (year/mo/day) 2007-03-19	Time Start 00:00	Time Finish 01:20	Special Inspection Code -	Site / Location OAKVILLE SOUTH TIS			Location No. 256		
Name (Operator, Owner) STREAM TRANSPORTATION SERVICES INC.				CVOR No. 001-126-491		RSC No. -				
Address (Number, Street Name, City, Province/State) 123 ANYWHERE, DOWNSVIEW, ON				Postal/Zip Code M3M 1J8		DOT No. 121212				
Driver Name (Last Name, First Name, Initial) MARTENS, CHARLES, L				Driver's Licence # M0687-12062-70729		Jurisdiction CA-ON	Class G	Co-Driver YES		
Power Unit <b>VEHICLE 1</b>	Registered Gross Weight 13,500 KG	Qty. 1	Defect Codes 1642 TIRES CONDITION - PLY SEPARATION 351 SEAT BELT - FAIL TO WEAR				Type OOS	RV		
CVOR/RSC Type Vehicle YES	Actual Weight 14,000 KG	1					-			
Vehicle Type TRUCK TRACTOR	Unit No. 2									
Make KKKK	Year 1990	Axles 2								
Plate No. AA2350	Jurisdiction CA-ON	Plate Removed NO								
VIN 99AA9999999999999999	CYSA Decal -	Odometer 121,212 KM	Impound Criteria NO		Log Book Surrendered YES					
<b>VEHICLE 2</b>	Actual Weight -	Qty. 1	Defect Codes 10 BRAKE SYSTEM				Type -	RV		
Vehicle Type SEMI TRAILER	Unit No. 3									
Make SDKF	Year 1992	Axles 2								
Plate No. A22005	Jurisdiction CA-ON	Plate Removed NO								
VIN Y2KTESTVINTRL205A	CYSA Decal -	Odometer	Impound Criteria NO		Log Book Surrendered					
Axle		1	2	3	4					
Chamber Type/Size:	RT	Clamp 12	Clamp 12	Clamp 12	Clamp 12					
Slack Adjustment:	LT	Clamp 12	Clamp 12	Clamp 12	Clamp 12					
Push Rod Travel (Front)	RT	1 0"	1/16"	2 0"	2 0"					
	LT	1/16"	1 0"	2 0"	2 0"					
Charges Issued SEAT BELT		Commodity GENERAL FREIGHT								
Remarks this is a test										
Officer Signature			Inspecting Officer Name		Officer No. 1	Location No. 241	Tel (905)			
<b>TAKE NOTICE: IT IS A SERIOUS OFFENCE NOT TO COMPLY WITH A REQUIREMENT OF THIS SECTION.</b> <b>PROHIBITION:</b> This vehicle is prohibited from being operated on a highway until all out-of-service defects noted above as "OOS" in the "Type" column are repaired.										

## Commercial Vehicle Inspection Report Template

## CVOR Inspection Defect Categories – Ontario Inspections

CVOR Category Code	Defect Category Description
10	Brake System
Def Code 1011& 1011A	Brake Adjustment
11	Exhaust System
12	Fuel System
13	Steering System
14	Suspension System
15	Frame
16	Tires
17	Wheels/Rims
18	Body
19	Windshield
20	Windshield Wipers
22	Lighting System
23	Coupling Devices
24	Load Security
25	Dangerous goods
26	Motor coaches/Buses
27	School / School Purpose
28	Load Ramps / Lifts
29	Passenger - Restraints
30	Wheel Chair - Restraints
31	Safety Equipment
32	Doors
33	Drivers Licenses
34	Hours Of Work
35	Seat Belt
36	Trip Inspection
37	Insurance
38	Registration
39	CVOR
40	Axle Weights
41	Gross Weight
42	O/O Loads

\* Items (27 – 32) can be violations. Vehicles will not be put out of service but will be restricted from carrying passengers.

\*\* Items (35 – 42) can be violations but will not be put out of service

**Items  
33 to 39 are  
Driver  
Defect  
Categories**

**CCMTA Inspection Defect Categories:**

Inspections that are from other Canadian Jurisdictions will have the following defect categories identified.

Brake System  
Brake Adjustment  
Exhaust System  
Fuel System  
Steering  
Suspension  
Frames  
Tires  
Wheels, Rims, Hubs  
Windshield Wipers  
Lamps  
Coupling Devices  
Load Security  
Dangerous Goods  
Emergency Exits  
Driver Qualification } Driver Defect  
Hours of Work } Categories



## APPENDIX G – Information and Resources

- Legislation and regulations
- Accident/Collision Reports
- Carrier Safety Ratings
- Commercial Vehicle Inspection Report (CVIR)
- CVOR Abstract
- CVOR Driver Abstract
- Driver Abstract
- Outstanding Fines
- Safetynet Report / Inspection Reports
- Vehicle Record Search/Vehicle Abstract
- U.S. Safetynet
- Index of Ministry Offices
- ServiceOntario Kiosks
- Ontario Court of Justice Locations

## Information and Resources

The following reports, searches and abstracts are available from the Ministry of Transportation. The administrative cost is quoted beside the title of the item. If you want the item to be “certified” by the Ministry, add an extra \$6.00 to the cost. (see next page)

### Legislation and Regulations

Charges Vary

It is recommended that you make yourself familiar with the statutes (laws) and regulations that apply to your carrier operation. Current information is available on the Internet at [www.e-laws.gov.on.ca](http://www.e-laws.gov.on.ca).

Copies of legislation and/or regulations can be obtained by calling **Publications Ontario** at 416-326-5300 or 1-800-668-9938 in Ontario. You may also obtain this information by visiting their office at:

#### **Publications Ontario Bookstore**

Main Floor  
880 Bay Street  
Toronto, ON M7A 1N3

Mail order inquiries should be directed to:

#### **Publications Ontario**

50 Grosvenor Street  
Toronto, ON M7A 1N8

(Visa and MasterCard Accepted)

**Publications Ontario On-Line**, the Ontario government’s virtual bookstore, is also open 24 hours a day, 7 days a week at [www.publications.gov.on.ca](http://www.publications.gov.on.ca).

### Accident/Collision Reports

\$12.00

Accident/Collision reports are available in person from the Ministry’s Drivers and Vehicles Office at:

Ministry of Transportation  
**Drivers and Vehicles Office**  
2680 Keele Street  
Downsview, Ontario  
M3M 3E6

or mail your request to the **Data Management Office** at the above address.

You can also make your request via the **Internet** by visiting [www.mto.gov.on.ca/english](http://www.mto.gov.on.ca/english). Payment is made by providing a valid credit card number (MasterCard or Visa). The information requested will then be mailed out to you as soon as possible.

Requests cannot be made by phone or fax. You can also obtain copies of accident/collision reports from the police department that created the original report. Cost may vary by department.

### Commercial Vehicle Inspection Report (CVIR) \$6.00

Actual copies of original CVIR's are not available. However, systems-generated copies are available and will provide all the relevant data.

To order copies or to get more information, call 905-704-2565 or fax 905-704-2467.

### CVOR Abstract \$5.00

Public (Level I) and Carrier (Level II) CVOR Abstracts are available through **any Driver and Vehicle Licence Issuing Office**. Public (Level I) CVOR Abstracts can also be obtained from a **ServiceOntario Kiosk** in your local area. (Certified copy \$10.00)

You can also make your request via the **Internet** by visiting [www.mto.gov.on.ca/english](http://www.mto.gov.on.ca/english). Payment is made by providing a valid credit card number (MasterCard or Visa). The information requested will then be mailed out to you as soon as possible.

**Note:** A sample of a CVOR Abstract is included in this public guideline in Appendix C.

### CVOR Driver Abstract \$5.00

CVOR Driver Abstracts are available through **any Ministry Driver and Vehicle Licence Issuing Office**, or **ServiceOntario Kiosk** in your local area.

### Driver Abstract \$12.00

Driver Abstracts are available through any **Driver and Vehicle Licence Issuing Office**, or **ServiceOntario Kiosk** or in your local area.

You can also make your request via the **Internet** by visiting [www.mto.gov.on.ca](http://www.mto.gov.on.ca). Payment is made by providing a valid credit card number (MasterCard or Visa). The information requested will then be mailed out to you as soon as possible.

## Outstanding Fines

No charge

For information regarding licence suspensions for unpaid fines or vehicle parking tickets, contact the **Defaulted Fines Control Centre** of the Ministry of the Attorney General at 416-327-5754.

If the licence suspension or ticket was issued recently, the Defaulted Fines Control Centre may not have yet received the information from the municipality where the infraction(s) occurred.

## Safetynet Report / Inspection Reports

\$20.00 minimum charge

Safetynet Reports are available by contacting the **Safetynet Office** by fax at 905-704-2467 or by mail at:

### **Safetynet Office**

Ministry of Transportation  
301 St. Paul Street 3<sup>rd</sup> Floor  
St. Catharines, ON L2R 7R4

Please provide the CVOR number for the information you are requesting.

There is a \$20.00 minimum charge to search for the required information. There is an additional charge of \$1.00 for each inspection and each printout of this information.

## Vehicle Record Search/Vehicle Abstract

\$12.00

This information is available through **any Driver and Vehicle Licence Issuing Office** or **ServiceOntario Kiosk, Driver Exam Centre** in your local area.

You can also make your request via the **Internet** by visiting [www.mto.gov.on.ca](http://www.mto.gov.on.ca). Payment is made by providing a valid credit card number (MasterCard or Visa). The information requested will then be mailed out to you as soon as possible.

## U.S. Safetynet

General carrier information can be obtained from the **U.S. Safetynet Website** at [www.safersys.org](http://www.safersys.org). Complete carrier profiles can be obtained by calling the **Office of Motor Carriers and Highway Safety** at (703) 280-4001 and providing a U.S. DOT number. There is a flat rate charge for a full profile of accident and inspection information. A turnaround time of two weeks is standard for receipt of this information through the mail.

## Index of Ministry Offices

Questions pertaining to the Ministry of Transportation commercial vehicle enforcement program can be directed to a regional Ministry office. A list of offices is available online at [www.mto.gov.on.ca](http://www.mto.gov.on.ca). Please contact the location closest to you.

## MTO INFO

For general information, contact the Ministry of Transportation's general inquiry service at **1-800-268-4686** or **416-235-4686 (within GTA)**.

## ServiceOntario Kiosks

ServiceOntario kiosks allow you to obtain government services and products through self-service machines in locations across the province. For a list of locations, visit the website at [www.mto.gov.on.ca/english/kiosk](http://www.mto.gov.on.ca/english/kiosk).

## Ontario Court of Justice Locations

Ontario Court of Justice administrative offices are located across Ontario. These are the locations where a carrier may call or visit to obtain information regarding *Provincial Offences Act* tickets, convictions and fine payments.

The satellite court locations are also listed in relation to the city where their administrative function takes place. For example, a carrier should contact the Barrie office for information on convictions from trials held at the Bradford court.

The province is transferring the responsibility for courts that deal with *Provincial Offences Act* offences to the municipalities in which they are located.

See Website: <http://www.ontariocourts.on.ca/ocj.htm>

Notes:

## Appendix H – CVOR Formula

### Collision Points Threshold

A collision points threshold value is determined for each carrier, based on its “kilometric rate of travel per month” in Canada (in Ontario, for US-plated carriers), by all the commercial motor vehicles operating under the carrier’s CVOR certificate. All carriers with the same rate of travel, therefore, will have the same “collision points threshold”. The collision violation rates of a large sample of carriers were analysed and a threshold curve was established which identifies those carriers with unacceptably high collision rates relative to other carriers of similar rate of travel.

The collision points threshold formula is:

	For rate of travel, R < 120,000 km/month	For rate of travel, R = or > 120,000 km/month
<b>Collision Points Threshold</b>	$T_{col} = (1.363 \times R^{0.217}) \times (n \div 24)$	$T_{col} = (0.000144 \times R) \times (n \div 24)$

Where:  $T_{col}$  = collision points threshold  
 R = rate of travel (km/month)  
 n = number of months in the analysis period (maximum of 24)

For ease of calculation, collision point threshold values have been calculated and presented in a “look-up” table. See Appendix D for the Table of Threshold Values.

### Conviction Points Threshold

A conviction points threshold value is determined for each carrier, based on its “kilometric rate of travel per month” in Canada (in Ontario, for US-plated carriers), by all the commercial motor vehicles operating under the carrier’s CVOR certificate. All carriers with the same rate of travel, therefore, will have the same “conviction points threshold”. The conviction violation rates of a large sample of carriers were analysed and a threshold curve was established which identifies those carriers with unacceptably high conviction rates relative to other carriers of similar rate of travel.

The conviction threshold formula is:

	For rate of travel, R < 120,000 km/month	For rate of travel, R = or > 120,000 km/month
<b>Conviction Points Threshold</b>	$T_{con} = (2.54 \times R^{0.235}) \times (n \div 24)$	$T_{con} = (0.000331 \times R) \times (n \div 24)$

Where:  $T_{con}$  = conviction points threshold  
 R = rate of travel (km/month)  
 n = number of months in the analysis period (maximum of 24)

For ease of calculation, conviction point threshold values have been calculated and presented in Appendix D.

### Inspection Points Threshold

An inspection points threshold value is determined for each carrier, based on its frequency of CVSA inspections. The number of “units” inspected is determined by adding the total number of vehicles inspected to the total number of drivers inspected. All carriers with the same number of units inspected, therefore, will have the same “inspection points threshold”. The inspection violation rates of a large sample of carriers were analysed and a threshold curve was established which identifies those carriers with unacceptably high CVSA inspection “out-of-service” rates relative to other carriers with a similar number of units inspected.

The inspection points threshold formula is:

	For “U” units inspected
<u>Inspection Points Threshold</u>	$T_{\text{ins}} = 7.789 + 0.139 \times U$

Where:  $T_{\text{ins}}$  = inspection points  
 $U$  = # of units inspected in the analysis period

For ease of calculation, inspection threshold values have been calculated and presented in Appendix D.



## **CVOR Calculations**

### **How is a carrier's monthly rate of travel calculated?**

A carrier's monthly rate of travel in Canada during a specific time period is used to determine the collision and conviction points threshold for that time period. Carriers must report a significant change in their rate of travel. Consequently a determination of the carrier's collision or conviction violation rate may contain multiple assessment time periods. The following procedure is followed to calculate monthly rate of travel.

**1. Carrier Reports the total number of commercial motor vehicles operated in Ontario under the carrier's CVOR certificate.**

- Include power units plated in Ontario that are owned, leased or rented by the carrier and any plated in Ontario that are operated under contract with Owner/Operators.
- Include power units plated in the USA or Mexico that operate in Ontario.
- Exclude power units operated by the carrier that are plated in other Canadian jurisdictions.
- Exclude all trailers.

**For Example:**

Bob owns 10 highway tractors, of which 8 are plated in Ontario and 2 are plated in Manitoba. He leases 5 trucks, all plated in Ontario. He also employs 5 Owner/Operators, all with Ontario plates. The total number of commercial motor vehicles that Bob operates under his CVOR certificate is:

$$8 + 5 + 5 = 18 \text{ commercial motor vehicles}$$

**2. Calculate the total kilometers traveled per month by the fleet in Canada, by specific time periods that reflect different rates of travel in Canada:**

Total kilometres travelled in a specified time period in Canada by the carrier's fleet divided by the number of months in the time period = monthly rate of travel in Canada (km/month).

**For Example:**

Period 1: (2007 07 01 to 2007 12 31) – 6 months

Total kilometres travelled in Ontario by the fleet of 18 vehicles = 516,000 km.

Total kilometres travelled in the rest of Canada by the fleet of 18 vehicles = 324,000 km.

Total kilometres travelled outside Canada by the fleet of 18 vehicles = 216,000 km.

Monthly rate of travel in Canada =  $(516,000 + 324,000) \div 6 = 140,000 \text{ km/month}$ .

Period 2: (2008 01 01 to 2009 06 30) – 18 months

Total kilometres travelled in Ontario by the fleet of 18 vehicles = 1,296,000 km.

Total kilometres travelled in the rest of Canada by the fleet of 18 vehicles = 324,000 km.

Total kilometres travelled outside Canada by the fleet of 18 vehicles = 1,944,000 km.

Monthly rate of travel in Canada =  $(1,296,000 + 324,000) \div 18 = 90,000 \text{ km/month}$ .

## How are the Collision Violation Rate and Percentage of Threshold calculated?

Using the data collected from police accident reports, collision demerit points are assigned according to the Collision Weighting Table.

A collision is considered to have “impropriety” if the accident report indicates something other than “normal” under vehicle condition (fields 31 and 32), driver action (fields 33 and 34) or driver condition (fields 35 and 36). See the Motor Vehicle Accident Report and Template in Appendix F for more details.

### For Example:

A carrier with a monthly kilometric rate of travel of 144,000 km/month in Period 1 (6 months) and 90,000 km/month in period 2 (18 months) had the following 4 collisions in the past 24-month period (*Note: The 24-month period does not include the most recent 30 days*):

- 1 involving property damage and no impropriety in period 1 (0 points),
- 1 involving personal injury and impropriety in period 1 (4 points),
- 1 involving a fatality and no impropriety in period 2 (0 points) and
- 1 involving property damage and impropriety in period 2 (2 points).

**The Collision Violation Rate would be calculated in the following manner:**

#### Step 1:

Calculate the total collision points, in each period.

Period 1:  $0 + 4 = 4$  (total collision points in period 1)

Period 2:  $0 + 2 = 2$  (total collision points in period 2)

#### Step 2:

Determine the collision threshold points for each rate of travel, for a 24-month period. Consult the Table of Threshold Values (see Appendix D) to determine the threshold points for a 24-month period for a carrier with a travel rate of 140,000 km/month and 90,000 km/month.

Rate 1: At 140,000 km/month The collision threshold points value is 20.16 for a 24-month period.

Rate 2: At 90,000 km/month The collision threshold points value is 16.20 for a 24-month period.

#### Step 3:

Prorate the points for a 24-month period by the number of months in each period to determine the threshold value for that period.

Collision threshold points in period 1 =  $20.16 \times (6 \div 24) = 5.04$  points.

Collision threshold points in period 2 =  $16.20 \times (18 \div 24) = 12.15$  points.

#### Step 4:

To calculate the percentage of threshold for each period, divide the points assigned in the period by the collision threshold points ( $\times 100\%$ ).

Period 1: Percentage of threshold =  $100\% \times (4 \div 5.04) = 79.37\%$ .

Period 2: Percentage of threshold =  $100\% \times (2 \div 12.15) = 16.46\%$ .

**Step 5:**

To calculate the overall collision violation rate for the 24-month period, prorate the period violation rates in proportion to the time in each period.

$$\begin{aligned} \text{Overall collision violation rate (24-month period)} &= (79.37\% \times 6) + (16.46\% \times 18) \div 24 \\ &= (476.22\% + 296.28\%) \div 24 \\ &= \underline{\underline{32.19\%}} \end{aligned}$$

## How are the Conviction Violation Rate and Percentage of Threshold calculated?

The CVOR system assigns points to safety related convictions as indicated in the Conviction Code Table (See Appendix E).

**For Example:**

The same carrier described previously with monthly travel rates of 140,000 km/month (period 1) and 90,000 km/month (period 2) also had the following 4 convictions in the past 24-month period. (*Note: The 24-month period does not include the most recent 30 days*):

- Fail to make daily log, in period 1 (3 points),
- Overweight - dual axle over 2000 kg, in period 2 (3 points),
- Drive motor vehicle - fail to display plates, in period 2 (0 points) and
- Fail to inspect/repair/maintain according to standard, in period 2 (2 points).

**The Conviction Violation Rate would be calculated in the following manner:**

**Step 1:**

Calculate the total conviction points, in each period.

Period 1: 3 (total conviction points in period 1)

Period 2:  $3 + 0 + 2 = 5$  (total conviction points in period 2)

**Step 2:**

Determine the allowable conviction threshold points for each rate of travel, for a 24-month period. Consult the Table of Threshold Values (see Appendix D) to determine the threshold points for a 24-month period for a carrier with a travel rate of 140,000 km/month and 90,000 km/month.

Rate 1: At 140,000 km/month The allowable conviction threshold points value is 37.07 for a 24-month period.

Rate 2: At 90,000 km/month The allowable conviction threshold points value is 46.34 for a 24-month period.

**Step 3:**

Prorate the allowable points for a 24-month period by the number of months in each period.

Allowable points in period 1 =  $37.07 \times (6 \div 24) = 9.27$  points.

Allowable points in period 2 =  $46.34 \times (18 \div 24) = 34.76$  points.

**Step 4:**

To calculate the percentage of threshold for each period, divide the points assigned in the period by the allowable points.

Period 1: Percentage of threshold =  $100\% \times (3 \div 9.27) = 32.36\%$ .

Period 2: Percentage of threshold =  $100\% \times (5 \div 34.76) = 14.38\%$ .

**Step 5:**

To calculate the overall conviction violation rate for the 24-month period, prorate the period violation rates in proportion to the time in each period.

Overall conviction violation rate (24-month period)  $= (32.36\% \times 6) + (14.38\% \times 18) \div 24$   
 $= (194.16\% + 258.84\%) \div 24$   
 $= \underline{\underline{18.88\%}}$

## How are the “Number of Units Inspected” for a CVSA inspection calculated?

The inspection points threshold value varies with the “number of units” inspected as opposed to varying with the “rate of kilometeric travel” which is used to calculate the collision and conviction threshold values. The number of units inspected is the sum of all the vehicles and drivers inspected in all inspections within the analysis period.

**For Example:**

Level 1, 2 or 4 inspection, tractor & 1 semi-trailer (3 units inspected – 2 vehicles, 1 driver)

Level 3 inspection, with no vehicle defects indicated, straight truck, trailer converter dolly & semi-trailer (1 driver inspected)

Level 5 inspection, tractor & semi-trailer (2 vehicles inspected)

## How are the Inspection Violation Rate and Percentage of Threshold calculated?

The CVOR system assigns points to Commercial Vehicle Safety Alliance (CVSA) out-of-service (OOS) inspection categories, as defined by CCMTA. One point is assigned for each category that is out-of-service per unit. If a vehicle (or driver) has multiple categories out-of-service, these additional categories are assigned 2 points each. There are a total of 15 vehicle and 2 driver categories.

Driver out-of-service points are weighted at 68.75% of vehicle out-of-service points, based on the “Predictive Analysis” study that indicated a higher probability of future collisions related to vehicle defects than to driver defects. The violation rate is the total (weighted) points assigned for all inspections divided by the inspection points threshold value and is expressed as a percentage of threshold.

**For Example:**

Assume the same carrier described above has been inspected 3 times in the 24-month analysis period. There is no need to break the time into the two periods related to different travel rates, since the inspection threshold formula only varies with number of units inspected. (*Note: The 24-month period does not include the most recent 30 days*). For ease of understanding, the inspections shown below describe “category defects” as they will appear on a CVOR carrier abstract.

## Inspection 1: Level 1

Unit inspected	Defect - * indicates “out-of-service”	Dr pts.	Veh. pts.
Driver	*Category – Drivers Licences :Drivers Licences – Improper Licence*	1	
	*Category – Hours of Work :Cycle – Drive after 70 hours in 7 days*	2	
Truck Tractor	*Category – Tires :Tires – Tread Depth* :Tires – Ply Separation*		1
Trailer	*Category – Brakes – Adjustment : Brakes – Adjustment*		1
3 units inspected	<b>Total points assigned</b>	3	2

## Inspection 2: Level 3

Unit inspected	Defect - * indicates “out-of-service”	Dr pts.	Veh. pts.
Driver	*Category – Drivers Licences :Fail to produce licence*	1	
	Category – Seat Belt :Fail to wear	0 (not OOS)	
Truck Tractor	(Not applicable)		0
Trailer	(Not applicable)		0
1 unit inspected	<b>Total points assigned</b>	1	0

## Inspection 3: Level 5

Unit inspected	Defect - * indicates “out-of-service”	Dr pts.	Veh. pts.
Driver	(Not applicable)	0	
Truck Tractor	*Category – Suspension System :Coil spring broken*		1
Trailer	(no defects recorded)		0
2 units inspected	<b>Total points assigned</b>	0	1

## Calculations

## Step 1:

Calculate the total units inspected for the 3 inspections.

Inspection 1, Level 1 = 3 units inspected. (1 driver and 2 vehicles)

Inspection 2, Level 3 = 1 unit inspected. (1 driver)

Inspection 1, Level 5 = 2 units inspected. (1 driver and 1 vehicle)

Total Units inspected = 6

## Step 2:

Determine the inspection threshold value from the table in Appendix D. For 6 units inspected, the allowable inspection threshold points = 8.62.

**Step 3:**

Determine the carrier's total inspection points, where driver points are weighted at 68.75% of vehicle points.

$$\begin{aligned}\text{Total inspection points} &= 1 \times \text{vehicle points} + 0.6875 \times \text{driver points.} \\ &= 1 \times (2 + 0 + 1) + 0.6875 \times (3 + 1 + 0) \\ &= 3 + 2.75 \\ &= 5.75 \text{ inspection points.}\end{aligned}$$

**Step 4:**

Determine the carrier's inspection violation rate, expressed as a percentage of threshold.

$$\begin{aligned}\text{Inspection Violation Rate} &= 100\% \times (5.75 \div 8.62) \\ &= \underline{\underline{66.71\%}}\end{aligned}$$

## How does the CVOR system calculate a carrier's Overall Performance?

The carrier's overall performance is determined by combining its collision, conviction and inspection performance values in the proportions of 2 to 2 to 1.

The overall performance measure formula is:

<b>Overall Performance</b>	$P_o = (2 \times P_{col} + 2 \times P_{con} + P_{ins}) \div 5$
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Where:

- $P_o$  = Overall Performance
- $P_{col}$  = Collision Performance
- $P_{con}$  = Conviction Performance
- $P_{ins}$  = Inspection Performance

When a carrier's overall violation rate exceeds 1 (100%), it is said to be "over threshold" and may be subject to sanctioning by the Registrar of Motor Vehicles.

Remember that the Overall Percent of Threshold calculation weights collisions and convictions at double the severity of inspections (2:2:1 ratio).

**Step 1:**

Multiply both the Percent of Collision Threshold (32.19%) and the Percent of Conviction Threshold (18.88%) by 2 and add the Percent of Inspection Threshold (66.71%).

$$2 \times 32.19\% + 2 \times 18.88\% + 66.71\% = 168.85\%$$

**Step 2:**

Divide the value in Step 1 (168.85%) by 5 to derive the Percent of Overall Threshold.

$$\begin{aligned}\text{Percent of Overall Threshold} &= 168.85\% \div 5 \\ &= \underline{\underline{33.77\%}}\end{aligned}$$

This value represents the carrier's overall violation rate as a percentage of its overall threshold.