

BOF DRIVER QUALIFICATION FILE

COMPLIANCE SUMMARY

BOF Demo Notice: This document is a BOF-generated compliance summary. It supports review of the driver qualification file but does not replace the underlying FMCSA-required source documents.

Carrier / Motor Carrier:	BOF Back Office Freight	Fleet ID:	BOF-FLEET-001
Driver Name:	Marcus Chen	Driver ID:	DRV-006
Review Date:	05/03/2026	Reviewed By:	BOF Compliance Team
Reviewer Title:	Compliance Officer		

Overall DQF Status

- Complete
- Complete — Follow-up Required
- Needs Review
- Blocked From Dispatch
- Missing Required Documents

Dispatch Eligibility

✓ Eligible for Dispatch

Primary Next Action

No open deficiencies. Maintain scheduled review cycle.

SECTION 1 — DRIVER IDENTITY

Full Name:	Marcus Chen	CDL Number:	TX3261112
Driver ID:	DRV-006	CDL State:	TX
Date of Birth:	02/08/1970	CDL Class:	Class A
Hire Date:	09/09/2024	CDL Endorsements:	H,N,T
Home State:	TX	CDL Issue Date:	06/22/2020
Phone:	283-876-4322	CDL Expiration:	06/18/2025
Email:	mchen@hotmail.com	CDL Status:	VALID
Medical Card Expiration:	01/07/2027		
Medical Card Status:	Qualified		
MVR Review Date:	02/07/2027		
MVR Status:	Reviewed - Clear to Drive		

SECTION 2 — INITIAL DQF REQUIREMENTS

Requirement	Regulation	Status	Date	Source / Notes
Driver Application for Employment	49 CFR §391.21	Complete	09/09/2024	On file — BOF DQF
Initial MVR / State Licensing Inquiry	49 CFR §391.23	Reviewed - Clear to Drive	02/07/2027	TX DMV
Previous Employer / Safety Performance Inq.	49 CFR §391.23	Complete	09/09/2024	On file — pre-hire
Road Test Certificate or CDL Equivalent	49 CFR §391.31 / §391.33	Passed	09/02/2024	Dallas, TX
Medical Examiner's Certificate	49 CFR §391.43	Qualified	01/07/2027	Dr. Monica Steele

Initial DQF Review Notes:

File reviewed 05/03/2026. CDL valid through 06/18/2025. Medical card valid through 01/07/2027. MVR status: Reviewed - Clear to Drive. Road test: Pass.

SECTION 3 — MEDICAL QUALIFICATION

Medical Examiner's Certificate Status:

- Valid
- Expiring Soon
- Expired
- Missing
- Needs Review

Medical Card Issue Date: 01/07/2025
Medical Card Expiration Date: 01/07/2027
Medical Examiner Name: Dr. Monica Steele
Medical Cert Number: MC-0060208
National Registry Number: ME100006
National Registry Verification: Verified — On file
Medical Variance / SPE Required: No
Medical Variance / SPE Status: Not Applicable

Medical Qualification Notes: BP 118/78 | Pulse 72 | Vision R:20/20 L:20/20 | Hearing: Pass | Urinalysis: Normal | Sleep Apnea: No | Diabetes: No | Heart Disease: No | Surgeries: Yes - Appendectomy (2005)

SECTION 4 — DRUG & ALCOHOL / CLEARINGHOUSE COMPLIANCE

Requirement	Status	Date	Notes
Pre-Employment Drug Test	Negative	04/12/2024	Lab result on file
Clearinghouse Full Query — Pre-Hire	Query Completed	04/10/2024	FMCSA Clearinghouse
Annual Clearinghouse Limited Query	Current	05/03/2026	Annual cycle — due 12 months from pre-hire
Drug & Alcohol Policy Acknowledgment	Enrolled	04/15/2024	BOF Fleet Safety & Compliance Policy 2024

Drug & Alcohol Compliance Notes: Pre-employment test result: Negative on 04/12/2024. Clearinghouse query completed 04/10/2024. Driver enrolled in random testing pool per BOF Fleet Safety & Compliance Policy 2024.

SECTION 5 — ANNUAL / ONGOING DQF MAINTENANCE

Requirement	Regulation	Status	Last Completed	Next Due
Annual MVR	49 CFR §391.25	Reviewed - Clear to Drive	02/07/2027	03/09/2027
Annual Review of Driving Record	49 CFR §391.25(c)(2)	Reviewed - Clear to Drive	01/15/2026	07/15/2026
Driver Cert. of Violations	49 CFR §391.27	Complete	05/01/2024	07/15/2026
Medical Card Renewal	49 CFR §391.43	Qualified	01/07/2025	01/07/2027
CDL Renewal Tracking	BOF Credential Tracking	VALID	06/22/2020	06/18/2025

Annual Maintenance Notes: Compliance review date: 01/15/2026. Next review scheduled: 07/15/2026. Violation points: 2. Accidents on record: 1. MVR restrictions: None.

SECTION 6 — BOF DOCUMENT VAULT STATUS

Document	Status	Expiration / Review Date	File Status	Action
CDL	VALID	06/18/2025	On file	No action required
Medical Card	Qualified	01/07/2027	On file	No action required
MVR	Reviewed - Clear to Drive	02/07/2027	On file	No action required
FMCSA Compliance	Compliant	07/15/2026	On file	Update / upload required
I-9	Complete	05/03/2026	On file	No action required
W-9	Received	09/09/2024	On file	No action required
Bank Information	Verified	09/09/2024	On file	No action required
Emergency Contact	On file	05/03/2026	On file	No action required
Insurance Card	Carrier-provided	—	On file	Verify at renewal

SECTION 7 — SAFETY / OPERATIONS REVIEW

Pre-Trip Inspection	4	Road Test Date:	09/02/2024
Vehicle Control	4	Examiner:	R. Delgado
Backing	3	Vehicle Type:	Sleeper tractor
Turning	4	Trailer Type:	53 ft reefer
Braking	4	Test Location:	Dallas, TX
Mirror Use	4	Road Test Result:	Pass
Coupling	4	Restrictions / Rec.:	Maintain following distance
Defensive Driving	4	Safety Tier:	Tier 1 — Standard
Overall Safety	4	Open Safety Events:	0
		HOS / OOS Issues:	None
		Pre-Trip Compliance:	Current
		POD Cert. Compliance:	Current
		Seal / Cargo Protocol:	Current

Safety Review Notes:

Driver Marcus Chen passed road test on 09/02/2024 with result: Pass. No open safety events. Safety policy acknowledged 04/15/2024.

SECTION 8 — REVIEW DETERMINATION

Based on this review, the driver qualification file is:

- Complete and dispatch eligible
- Complete with follow-up required
- Needs review before assignment
- Missing required document
- Expired credential requires correction
- Blocked from dispatch pending corrective action

Required Corrective Actions:

No open deficiencies. Maintain scheduled review cycle.

Next Review Date:

07/15/2026

SECTION 9 — REVIEWER SIGNATURE

Reviewer Name: BOF Compliance Team

Reviewer Title: Compliance Officer

Reviewer Signature:

BOF Compliance Team

Review Date: 05/03/2026

Driver Acknowledgment: Pending — Driver has not yet signed

Driver Signature:

Marcus Chen

Acknowledgment Date: 04/15/2024

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