

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:	Emma Brown	Driver ID:	DRV-009
Review Date:	05/03/2026	Reviewed By:	BOF Compliance Team
Reviewer Title:	Compliance Officer		

Overall DQF Status
<input type="checkbox"/> Complete
<input type="checkbox"/> Complete — Follow-up Required
<input type="checkbox"/> Needs Review
<input type="checkbox"/> Blocked From Dispatch
<input type="checkbox"/> Missing Required Documents

Dispatch Eligibility
✓ Eligible for Dispatch
Primary Next Action
No open deficiencies. Maintain scheduled review cycle.

SECTION 1 — DRIVER IDENTITY

Full Name:	Emma Brown	CDL Number:	OH6116714
Driver ID:	DRV-009	CDL State:	OH
Date of Birth:	10/16/1984	CDL Class:	Class B
Hire Date:	07/29/2024	CDL Endorsements:	P
Home State:	OH	CDL Issue Date:	02/10/2022
Phone:	206-700-7666	CDL Expiration:	02/06/2027
Email:	emmabrown@yahoo.com	CDL Status:	VALID
Medical Card Expiration:	09/15/2027		
Medical Card Status:	Qualified		
MVR Review Date:	02/03/2027		
MVR Status:	Clear		

SECTION 2 — INITIAL DQF REQUIREMENTS

Requirement	Regulation	Status	Date	Source / Notes
Driver Application for Employment	49 CFR §391.21	Complete	07/29/2024	On file — BOF DQF
Initial MVR / State Licensing Inquiry	49 CFR §391.23	Clear	02/03/2027	OH DMV
Previous Employer / Safety Performance Inq.	49 CFR §391.23	Complete	07/29/2024	On file — pre-hire
Road Test Certificate or CDL Equivalent	49 CFR §391.31 / §391.33	Passed	07/22/2024	Columbus, OH
Medical Examiner's Certificate	49 CFR §391.43	Qualified	09/15/2027	Dr. David Yang

Initial DQF Review Notes:

File reviewed 05/03/2026. CDL valid through 02/06/2027. Medical card valid through 09/15/2027. MVR status: Clear. Road test: Pass.

SECTION 3 — MEDICAL QUALIFICATION

Medical Examiner's Certificate Status:

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

Medical Card Issue Date: 09/15/2025
Medical Card Expiration Date: 09/15/2027
Medical Examiner Name: Dr. David Yang
Medical Cert Number: MC-0091016
National Registry Number: ME100009
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	Clear	02/03/2027	03/05/2027
Annual Review of Driving Record	49 CFR §391.25(c)(2)	Clear	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	09/15/2025	09/15/2027
CDL Renewal Tracking	BOF Credential Tracking	VALID	02/10/2022	02/06/2027

Annual Maintenance Notes: Compliance review date: 01/15/2026. Next review scheduled: 07/15/2026. Violation points: —. Accidents on record: —. MVR restrictions: Corrective lenses.

SECTION 6 — BOF DOCUMENT VAULT STATUS

Document	Status	Expiration / Review Date	File Status	Action
CDL	VALID	02/06/2027	On file	No action required
Medical Card	Qualified	09/15/2027	On file	No action required
MVR	Clear	02/03/2027	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	07/29/2024	On file	No action required
Bank Information	Verified	07/29/2024	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	5
Vehicle Control	5
Backing	4
Turning	5
Braking	5
Mirror Use	5
Coupling	—
Defensive Driving	5
Overall Safety	5

Road Test Date: 07/22/2024
Examiner: J. Alvarez
Vehicle Type: Straight truck
Trailer Type: Straight truck
Test Location: Columbus, OH
Road Test Result: Pass
Restrictions / Rec.: Straight truck route only
Safety Tier: Tier 1 — Standard
Open Safety Events: 0
HOS / OOS Issues: None
Pre-Trip Compliance: Current
POD Cert. Compliance: Current
Seal / Cargo Protocol: Current

Safety Review Notes: Driver Emma Brown passed road test on 07/22/2024 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:

Emma Brown

Acknowledgment Date: 04/15/2024

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