

Digital Tachographs



From 1st May 2006, all new goods vehicles over 3.5 tonnes are legally required to be fitted with digital tachographs and for operators to use them to record drivers' hours.

The change to digital tachographs introduces new technology to ensure the security of drivers' hours data and allows for easier and improved analysis.

This starter guide has been produced to help you to manage and use vehicles with digital tachographs as part of your fleet so you can get on with the day job. In the table below are the five key actions you will need to take to use a vehicle with a digital tachograph.

Steps	Actions
Step 1: Apply for Driver Cards and Company Cards	To operate and use the digital tachograph system two different types of cards are needed: – Driver Cards: This card is needed for any driver driving a vehicle with a digital tachograph. – Company Cards: This card is needed to access and download the data in the vehicle unit. These cards cost £38 and can be obtained from the DVLA by calling 0870 850 1074 or by visiting your local DVLA/VOSA office.
Step 2: Acquire equipment to download information	Equipment is needed to download data from both the vehicle unit and Driver Cards, such as a card reader, vehicle unit download device and a digital data postbox. The vehicle unit will hold data for 365 days and the Driver Card for 28 days. The FTA advise that data from Driver Cards should be downloaded up to a maximum of every 21 days and every three months from the vehicle unit.
Step 3: Train your drivers	In order to use the digital tachograph drivers will need to be given training and as an operator you will need to be able to evidence this training if an infringement occurs. Drivers also need to be made aware of the importance of their Driver Card and what to do if it is lost or stolen.
Step 4: Decide how the data will be analysed	Once downloaded the digital data can be analysed using either standalone software packages or analysis services from external providers.
Step 5: Train your office employees	Employees will need to be familiarised with the process to download data from Driver's Cards and the vehicle unit and analyse the digital data.

Some more handy hints

- The card application process is quicker if the driver already has a photocard driving licence or digital passport.
- When hiring vehicles confirm the type of tachograph the vehicle has and state if your preference is for analogue.
- Retrofitting is only necessary in PCVs with more than nine seats or goods vehicles over 12 tonnes GVW registered after 1st January 2006 if the original analogue tachograph unit has complete failure of all components.
- Identify when you will take delivery of your first digital tachograph vehicle based on your replacement cycle, this will be the compelling date to work towards.
- If you are running vehicles with analogue and digital tachographs, you will need to manage your drivers to ensure they are comfortable with both technologies and consider how to merge data from both units to record drivers' hours.
- When selling a vehicle with a digital tachograph or hiring one you will need to "lock" the data to prevent another operator from accessing it.

For more information go to ryder.com

Source of information – FTA. Every effort is made to ensure that the content of this summary sheet is accurate as of the date of printing (March 2007) but the purpose of this summary is to provide general guidance and information only. Ryder cannot accept any liability whatsoever for any inaccuracies and accept no liability whatsoever for any damage or loss, direct or indirect, which may be suffered as a result of any reliance placed upon the information provided. Advice should always be obtained from your own professional advisers before committing to a specific action.

➤ get moving now

0800 100 200

ryder.com

keepmemoving@ryder.com

keepingthingsmoving