



**As a “Best Practice” it’s recommended that the motor carrier maintain two accident registers by calendar year:**

1. DOT recordable accidents only
2. Non-DOT Recordable accidents.

The reasoning behind this practice is to provide the FMCSA on the information requested in a compliance review, and no more.

By having a second register with all accidents and incidents recorded the motor carrier can actively perform analysis of the losses and implement training to proactively reduce the frequency. Accident registers can be kept electronically with a hard copy printed for the FMCSA upon request.

**\*Useful Website:** <http://www.actar.org>

This website is provided by the Accreditation Commission for Traffic Accident Reconstruction and will provide you state and province accident report forms(Blank) and overlay code sheets to interpret accident report forms that you have received from law enforcement agencies.

Go to the website and click on “**Crash Reports and Overlay Forms**”.

**Idealease would like to wish all of you a safe and joy filled holiday season and a prosperous New Year! You will receive your next Idealease Safety Bulletin on January 13, 2012.**

## **Have you prepared your terminal facility for upcoming holidays?**

With two upcoming long holiday weekends it is not uncommon for thieves to target truck terminals and truck dealerships over the holidays. Thieves know it is a good opportunity for a successful theft as the possibility exists for no one to be at the facility. Make sure that you take extra precaution to secure the trucks and items of value at your facility. If your units do not have anti-siphon devices or locking caps, instruct the drivers not to fill the units at the end of the day. Make sure that all security alarms and cameras are in working order. Walk the perimeter of the lot to make sure that security fencing is in good condition. Move units and all other material such as pallets, tires, etc far enough away from the fence so they cannot be used to climb on to get over the fence. Review your security lighting to make sure it is operational and adequate. Lighting can be obstructed by vehicles or trees allowing a thief a place to be unseen. Consider blocking the entrance and exits to the lot so units cannot be stolen. Throughout the three day weekend assign management personnel to check the terminal randomly. Notify local law enforcement officials of

your hours of operation over the holidays so they know when to expect activity at your location. Using a little prevention and common sense can deter a thief from striking your facility and disrupting your business!

