



DOT Audit Prep Kit - FMCSA Compliance Checklist

1. Company Information

- ☐ USDOT Number
- ☐ Operating Authority (MC number)
- ☐ Proof of Insurance (Form BMC-91 or BMC-91X)
- ☐ MCS-150 Form

2. Driver Qualification Files (DQF)

- ☐ Completed Driver Application
- ☐ Valid CDL and Medical Certificate
- ☐ Employment Verification (past 3 years)
- ☐ Road Test Certificate or Equivalent
- ☐ Annual Review and MVR

3. Hours of Service (HOS)

- ☐ ELD Data and Logs (past 6 months)
- ☐ Supporting Documents (receipts, fuel, tolls)
- ☐ HOS Policy Acknowledgment

4. Vehicle Maintenance

- ☐ Daily Inspection Reports
- ☐ Preventative Maintenance Records
- ☐ Annual DOT Inspection Reports

5. Drug and Alcohol Program

- ☐ Pre-employment Test Results
- ☐ Random Test Pool Enrollment
- ☐ Policy Signed by Drivers
- ☐ Supervisor Training Record