

Hours of Service Log Audit Checklist

Driver Information

Driver Name	
Employee ID	
Date(s) of Log(s) Reviewed	
Vehicle Number	
Auditor Name	
Date of Audit	

Log Review Checklist

Audit Item	Yes	No	N/A	Comments
Log is complete & legible				
Date, start & end times are recorded				
All required fields are filled (miles, vehicle number, etc.)				
Status changes (On-Duty, Off-Duty, Driving, Sleeper) are accurate				
Breaks taken per regulations				
Log matches supporting documents (fuel, tolls, etc.)				
Total hours within legal limits				
ELD/Mobile App entries correct (if applicable)				
Driver certification/signature present				

Audit Notes / Follow-up Actions

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