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# DRIVERS

## WHAT YOU NEED TO KNOW ABOUT DIGITAL TACHOGRAPHS (THE BASICS)

1. Ensure you have your digital card with you at all times, even if on an analogue vehicle or non tachograph vehicle.
2. Use your digital card or analogue chart every day.
3. Carry out your vehicle check with your card inserted and the activity set to other work 
4. Ensure you know how to operate the tachograph and make entries and printouts when necessary.
5. It is recommended that employed drivers download their card every week whether you have used it or not. **Driver cards must be downloaded regularly, or as instructed by your employer and certainly at least within the maximum legal limit of 28 days.**
6. Report any tachograph malfunctions immediately.
7. If you lose your card you must tell your supervisor and immediately apply for a new one.
8. You can drive for a maximum of 15 days whilst you wait for a new card but you must make a vehicle printout at the start and end of every day. When your card is lost printouts made in such circumstances must be endorsed with your name, signature and licence or card number.
9. Always carry a record for the current calendar day and records for the previous 28 days
10. When your data has been analysed make sure you understand any infringements you have made.
11. You must carry sufficient supplies of printer rolls on board your vehicle so that a printout can be produced at an enforcement officer's request. (Take into consideration the length of time you may be away from base).

**Failure to understand and comply with any of the above points could result in the authorities imposing serious fines or threatening your vocational licence.**