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**Version 2.0**

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**ommercial**  
**river's**  
**icense Manual**



**Commonwealth of Massachusetts**  
**Registry of Motor Vehicles**  
**PO Box 55889**  
**Boston, MA 02205**

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# Preface: Massachusetts CDL Information

On October 26, 1986, Congress passed the Commercial Motor Vehicle Safety Act of 1986. This law required each State to meet the same minimum standards for commercial driver licensing. The standards required commercial motor vehicle drivers to get a Commercial Driver's License (CDL). You must have a CDL to operate any of the following Commercial Motor Vehicles (CMVs):

- a) A single vehicle with a gross vehicle weight rating (GVWR) of more than 26,000 pounds.
- b) A trailer with a GVWR of more than 10,000 pounds if the gross combination weight rating is more than 26,000 pounds.
- c) A vehicle designed to transport 16 or more persons (including the operator).
- d) Any size vehicle which requires hazardous materials placards.

To get a CDL, you must pass knowledge and skills tests. This manual will help you pass the tests.

## Commercial Driver's License Tests

### *Knowledge Tests*




You will have to take one or more knowledge tests to obtain your CDL permit, depending on what class of license and what endorsements you need. The CDL knowledge tests include:

- the General Knowledge Test, taken by all applicants (One hour - 50 questions)
- the Passenger Transport Test, taken by all bus driver applicants (20 minutes - 20 questions)
- the Air Brakes Test, which you must take if your vehicle has air brakes (25 minutes - 25 questions)
- the Combination Vehicles Test, which is required if you want to drive combination vehicles (20 minutes - 20 questions)
- the Hazardous Materials Test, required if you want to haul hazardous material or waste (30 minutes - 30 questions)
- the Tanker Test, required if you want to haul liquids in bulk (20 minutes - 20 questions)
- the Doubles/Triples Test, required if you want to pull double or triple trailers (20 minutes - 20 questions)
- the School Bus Test, required if you want to transport pre-primary, primary, and secondary school students in a full-sized "School Bus" (i.e., Big Yellow Bus)

## CDL Eligibility Requirements

- Applicants must meet the eligibility requirements listed in Federal Regulations 49 CFR Part 391 (Qualifications of Drivers) or State Regulations 540 CMR 2.06 (Operator's Licensing Requirements) and 14.00 (Motor Carrier Safety and Hazmat Transportation).

# MASSACHUSETTS COMMERCIAL DRIVERS LICENSE CLASSIFICATION

WITH THIS CLASS LICENSE	YOU MAY DRIVE	RELATED ENDORSEMENTS
<b>A</b>	<p>Any combination of vehicles with a GVWR of 26,001 or more pounds provided the GVWR of the vehicle(s) being towed is in excess of 10,000 pounds. (Holders of a Class A license may, with any appropriate endorsements, operate all vehicles within Classes B, C, and D.)</p> <p>Examples include, but are not limited to:</p> <div style="text-align: center;">  </div>	<p>Double/Triple Trailers</p> <p>Tank Vehicles</p> <p>Tank Vehicles with HAZMAT</p> <p>HAZMAT</p> <p>Passenger Transport Vehicles</p> <p>School Bus</p>
<b>B</b>	<p>Any single vehicle with a GVWR of 26,001 or more pounds, or any such vehicle towing a vehicle not in excess of 10,000 pounds GVWR. (Holders of a Class B license may, with any appropriate endorsements, operate all vehicles within Classes B, C, and D.)</p> <p>Examples include, but are not limited to:</p> <div style="text-align: center;">  </div>	<p>Tank Vehicles</p> <p>Tank Vehicles with HAZMAT</p> <p>HAZMAT</p> <p>Passenger Transport Vehicles</p> <p>School Bus</p>
<b>C</b>	<p>Any single vehicle, or combination of vehicles, that does not meet the definition of Class A or Class B, but is either designed to transport 16 or more passengers, including the driver, or is placarded for hazardous materials. (Holders of a Class C license may, with any appropriate endorsements, operate all vehicles within Classes C and D.)</p> <p>Example includes, but is not limited to:</p> <div style="text-align: center;">  </div>	<p>Tank Vehicles</p> <p>Tank Vehicles with HAZMAT</p> <p>HAZMAT</p> <p>Passenger Transport Vehicles</p> <p>School Bus</p>

The vehicle in which you will take the road skills test must meet the written description for that class. The above vehicle silhouettes typify, but do not fully cover, the types of vehicles falling within each class.

If you wish to be licensed to drive a vehicle with air brakes, the vehicle in which you will be tested must be equipped with air brakes.

To operate a school bus, drivers are required to obtain a specific certification from the Massachusetts Department of Public Utilities (see p. viii), in addition to the appropriate class and endorsement of CDL license.

## Beginning the CDL Application Process

You can get an application for a Commercial Driver's License at any RMV branch office or online at [www.massrmv.com](http://www.massrmv.com).

Also, you can take the knowledge test for a CDL permit at most RMV branch offices from 9:00am to 3:00pm, Monday through Friday (see notes below about Thursday hours and other exceptions).

Currently, the Branch Offices that offer the CDL knowledge test include:

Boston*	Nantucket**
Braintree*	New Bedford*
Brockton*	North Adams**
Chicopee	Pittsfield
Easthampton	Plymouth
Fall River*	Revere*
Greenfield	South Yarmouth*
Haverhill**	Springfield*
Lawrence*	Taunton*
Leominster*	Watertown*
Lowell*	Wilmington*
Martha's Vineyard**	Worcester*
Milford*	

**Hours and locations are subject to change without notice.** Check [www.massrmv.com](http://www.massrmv.com) for the most up-to-date list.

\*These branches offer CDL knowledge tests from 10:00am until 4:00pm on Thursdays.

\*\***Haverhill** offers CDL knowledge tests from 8:00am until 2:00pm.

**Martha's Vineyard** and **Nantucket** offer CDL knowledge tests from 8:00am until 2:00pm, but are closed between 12:00pm and 1:00pm.

**North Adams** offers CDL knowledge tests from 9:00am until 3:00pm, but is closed between 1:00pm and 2:00pm.

**Note:** Depending on the number of endorsement tests you are taking, you may not have time to take all of them if you arrive late in the day. Please allot your time accordingly.

## If You Apply for a CDL as Your First License

If you apply for a CDL as your first license and have never held a private passenger vehicle license, the Massachusetts RMV requires you to take the knowledge test for a class D (passenger vehicle) permit before taking the CDL knowledge tests. This is needed to show that you understand the rules of the road. CDL knowledge tests cover the Federal CDL requirements; they do not test applicants on the rules of the road.

**Federal Regulations 49 CFR section 383.23 (c)(2):** CDL learner's permit issuance requirements state in part that the CDL learner's permit holder must have a valid automobile driver's license, or have passed all vision, sign/symbol, and knowledge tests as the State issuing the learner's permit ordinarily administers.

## Questions About CDL

If you have any further questions about Commercial Driver's Licenses, call the RMV Phone Center at 857-368-8000.

Also, see the Registry website at [www.massrmv.com](http://www.massrmv.com).

# The CDL Application

The CDL Application is used in all facets of applying for a CDL from the Registry of Motor Vehicles Division, except for the Road Test, which requires the CDL Road Test Application. There are a few items on the CDL Application that may cause questions, and this section will guide you through the reasons and explanations for these questions, in particular about the requirements under the Code of Federal Regulations (CFRs) that govern how Massachusetts can issue a CDL.

## ***Identification Requirements***

### Age

Applicants may apply for a CDL beginning at age 18. However, Federal Regulations found at 49 CFR 391.11, state that a license holder, including CDL holders, must be 21 years of age to drive a commercial motor vehicle in interstate commerce. Therefore, CDL holders in Massachusetts under the age of 21 will be issued a K restriction, limiting them to travel within Massachusetts.

### Social Security Number

All CDL holders are required to provide a Social Security Number (SSN) under 49 CFR 383.153 to the Registry of Motor Vehicles when applying for a CDL. This SSN will be verified through the Social Security Administration and processed as part of an information package through the National Driver Register (NDR) and Commercial Driver License Information System (CDLIS) to ensure that your current driving privileges are not under revocation or suspension elsewhere in the United States.

## ***General Information***

### Residential Address

All applicants for a Massachusetts CDL must live and reside in Massachusetts as defined in 49 CFR 383.5. Your state of domicile is defined as “that State where a person has his/her true, fixed, and permanent home and principal residence and to which he/she has the intention of returning whenever he/she is absent”.

## ***Required Information***

### Questions 4, 5, 6, and 7

Massachusetts is required to check for your previous states of licensure. This is to ensure that Massachusetts may receive your complete driving record over your previous 10 years of licensure. Where you have listed your previous states of licensure, Massachusetts will inquire against those state’s databases to obtain your driving history. This is required under 49 CFR 383.73.

### Question 8

Massachusetts drivers must be medically qualified to operate a motor vehicle. For a commercial motor vehicle, these qualifications may be found under 49 CFR 391. For your convenience, the CDL Manual has a section on medical qualifications and the DOT Medical Card found on page xii of this CDL Manual.

### Questions 13 and 14

Massachusetts drivers must certify under 49 CFR 383.71 that they are either qualified to operate in interstate commercial driving (between states), or that they are only qualified to operate in intrastate commercial driving (exclusively within Massachusetts). If you answer “No” to question 13, then you agree that you are not qualified under federal regulation to operate a commercial motor vehicle. If you then answer yes to question 14, that you are qualified under state regulation to operate a commercial motor vehicle, then you will be issued a CDL with an intrastate restriction. If you are under 21, you will be issued a CDL with the K restriction, limiting you to intrastate commerce. If you are not medically qualified, you must receive a medical waiver from the Medical Affairs Branch and you will be issued a CDL with the W restriction, limiting you to intrastate commerce. If you answer no to both questions, you will not be granted a CDL. Those who wish to operate in interstate commerce, or hold an unrestricted license, must answer “Yes” to question #13.



**Please read the following information before scheduling your road test.**

**To book a road test, call 857-368-8000**

## Applicant Requirements

Applicants must meet all of the following requirements for a Class A, B, or C road test in order to be tested:

- Have a current driver's license, if you are seeking additional endorsements.
- Have a valid CDL permit, with proper endorsements for the vehicle used.
- Have a valid Department of Transportation (DOT) medical card or medical waiver.\*
- Have a completed road test application. (If you answered **YES** to question 7, 8, or 10 on the road test application, the application must be approved by an RMV branch manager or an authorized RMV employee before the road test.)
- Be on time for the skills test. If you are late, you will not be examined. If you must cancel or reschedule your appointment with less than 72 hours notice, you will be responsible for the skills test fee.
- Be accompanied by a sponsor who:
  - Is at least 21 years old.
  - Has a valid U.S. Commercial Driver's License with proper endorsements for the class of vehicle that you are using.
  - Has a current DOT medical card. (If the sponsor does not have a current DOT medical card, he/she will be subject to a fine.\* The test, however, will still proceed.)

## Vehicle Requirements

Vehicles used for a Class A, B, or C road test must meet the following requirements. Vehicles not meeting the following requirements will be refused/rejected.

- Represent the type and class of vehicle you will be driving when you receive your CDL. For a Passenger Endorsement, the applicant must have the appropriate class vehicle designed to carry 16 or more passengers, including the driver.
- Be able to pass a safety check. Vehicles with unstable, dangerous, or HAZMAT loads will be rejected. The vehicle must be completely free of hazardous material.
- Have a valid registration and current inspection sticker.
- Have adequate seating next to the operator for the use of the examiner.
- Have a manufacturer's gross vehicle weight rating (GVWR) on the vehicle, appropriate for the class of license for which you are applying. If there is no GVWR on the vehicle, you must have a document from the manufacturer or a motor vehicle dealer proving the GVWR.

\*A DOT medical card is not required for a state or municipal employee using a state or municipal vehicle.

## Out-of-state Registered vehicles, trailers, and semi trailers

- Carry proof of insurance coverage in the form of a policy or letter from the insurance company specifying the limits of coverage. The insurance coverage *MUST* be equal to Massachusetts minimum requirements of \$20,000/\$40,000 bodily injury and \$5,000 property damage coverage for the vehicle's use in Massachusetts. (No faxes or photo copies.)

## Rental vehicles

- Have the rental agreement and written permission on the rental company's letterhead authorizing use of the vehicle for the road test.

## The CDL Skills Test has three parts:

1. The **Pre-Trip Inspection** is described in Part 3, Section 10 of the *CDL Manual*. It is important that you can demonstrate this inspection to the examiner by pointing out and naming the parts of the vehicle.

**Note: If the vehicle has air brakes, you are also required to demonstrate the air brake test described in Part 3, Section 10 of the *CDL Manual*. If you are testing a combination vehicle, you must be familiar with Part 2, Section 6 of the *CDL Manual*.**

2. The **Off-Street Skills Test** involves the following maneuvers described in Part 3, Section 11 of the *CDL Manual*.
  - Forward and back through an offset alley
  - Parallel parking (conventional)
  - Parallel parking (sight-side)
  - Alley dock
3. The **On the Road** portion of the test, described in Part 3, Section 12 of the *CDL Manual*, begins immediately following the successful completion of the pre-trip inspection and all parts of the off-street skills testing maneuvers. This portion involves driving through various traffic and road conditions to evaluate your judgment, control, and safe operation on the street, as well as your ability to start, stop, shift, turn competently, and obey all relevant rules of the road.

All parts of the test must be successfully completed to pass the CDL Skills Test and obtain a CDL license.

**Note:** Removing the air brake restriction, adding a passenger endorsement, or changing a CDL license class requires a skills test, in addition to the appropriate knowledge tests.

## Canceled Road Tests

Road tests may be canceled due to weather, road, or other emergency conditions, such as:

- Public school cancellations or delays in the city/town where your test is scheduled (at the discretion of the RMV).
- A state of emergency has been declared by the Governor throughout the state or in the region where your road test is scheduled.
- The Road Test Examiner cancels road tests due to scheduling or safety reasons.

If you think that your road test may be canceled, please call the RMV Phone Center at 857-368-8000.

**You are responsible for the skills test fee for each failure, rejection, late arrival, or no show.**

*The Registrar reserves the right to cancel and recall any license if it is later determined that the licensee did not meet the minimum legal requirements for the road test.*



# Directions to CDL Road Test Sites

This list is subject to change. Please call the Phone Center at 857-368-8000 for a list of road test sites. The Phone Center is open weekdays from 9 am to 5 pm.

## **Dartmouth DPW (1111)**

Dartmouth MassDOT Highway Division  
266 Faunce Corner Road  
North Dartmouth, Massachusetts 02747

Take Route I-195 to the North Dartmouth exit. As you come off the exit, the DPW is on the left before the railroad tracks.

## **Everett MBTA Repair Station (1167)**

Everett Shops MBTA Yard  
80 Broadway, Route 99  
Everett, Massachusetts 02149

Take Route 93S to exit 28 (Sullivan Square). Bear to the right coming down the ramp into Sullivan Square. In the square, take a left at the traffic light and follow Route 1 North (Schrafft Building will be on the right). Go straight over bridge at Edison Plant into Everett. Go past McDonald's on the left. Take a left at the next traffic light (Bowdoin Street). Take a left at the end of Bowdoin Street (Charlton Street). CDL site will be at the end of the road.

## **Newbury DPW (1109)**

Newbury MassDOT Highway Division  
198 Scotland Road  
Newbury, MA 01951

Take I-95 North to the Scotland Road Exit. Follow Scotland Road approximately one half mile past the State Police Barracks. The test site will be on your left.

## **Otis AFB (1154)**

Otis AFB  
Generals Boulevard (Building 33001)  
Bourne, MA 02542

Cross the Bourne Bridge onto Cape Cod. Follow route 28 South to the Rt. 151 Exit. Turn Left onto Sandwich Road to the Falmouth Gate. Go Left through the gate onto the Base. Turn Left onto Kitteredge Road then Right onto Generals Boulevard. Turn Left into the transfer station to the test site.

## **South Deerfield (1106)**

South Deerfield MassDOT Highway Division  
75 Sunderland Road, Route 116  
South Deerfield, Massachusetts 01342

From the Mass Pike. Take Exit 4 and follow Route 91 North to Exit 24 (Deerfield, Routes 5 & 10N). Take the first Right at the Mobil station onto Route 116. The test site is approximately 3/4 miles on your left, hidden by trees.

## **Sterling DPW (1157)**

Sterling MassDOT Highway Division  
14 Chocksett Road  
Sterling, MA 01564

From I-190. Take Exit 6. Turn Left onto Rt. 12S. Turn Left onto Chocksett Road. The test site is approximately a quarter of a mile on your left.

## **Stoughton DPW (1163)**

Stoughton MassDOT Highway Division  
1045 Park street, Route 27  
Stoughton, MA 02072

From Route 24. Take Exit 18B and drive approximately 1/4 mile. At the split, turn Right onto Route 27. The test site will be approximately one mile ahead on the left, across from the Blue Hills Alzheimer's Rehabilitation Center.

## **Sturbridge DPW (1161)**

Sturbridge MassDOT Highway Division  
353 Main street, Route 20  
Sturbridge, MA 01566

From the Mass Pike. Take Exit 9. The test site is at the intersection of Routes 20 and 131 just South of the Mass Pike interchange.

## **Winchendon (1120)**

Winchendon Mass DOT Highway Division  
127 Baldwin Road  
Winchendon, Massachusetts 01475

From Exit 19 off Route 2, take Route 202 North for approximately 10 miles towards Baldwinville Winchendon. The test site will be on the left, past Lake Dennison State Park, on Baldwin Road.

# Motor Bus/School Bus License

For more information on obtaining a motor bus driver certificate or a school bus driver certificate, contact the Massachusetts Department of Public Utilities, 1 South Station, Boston, MA 02110 or call (617) 305-3559.

## ***Motor Bus Requirements***

To operate a motor bus in Massachusetts, you need a CDL and a Passenger (P) endorsement. You also need a Motor Bus Driver Certificate from the Department of Public Utilities.

## ***School Bus Requirements***

To operate a **full-sized school bus** in Massachusetts, you must have a CDL with a Passenger (P) endorsement and a School Bus (S) endorsement. You also need a School Bus Driver Certificate from the Department of Public Utilities.

To operate a **restricted school bus** (a school bus with a maximum seating capacity of fourteen passengers), you need a Class D (Passenger Vehicle) license and a "Restricted School Bus Driver" certificate from the Department of Public Utilities.

Note: To operate a school bus with air brakes, you must, in addition, pass an air-brakes written exam at the RMV and pass an air-brakes road test.

### **SCHOOL BUS DRIVER ELIGIBILITY REQUIREMENTS**

To qualify for a full-sized or restricted School Bus Certificate you must meet the following requirements:

- Have three (3) continuous years of driving experience
- Pass a Criminal Offender Record Information (CORI) check
- Pass a Sex Offender Record Information (SORI) check
- Pass a Department of Transportation (DOT) physical exam
- Have a clean driving record
- Pass all required RMV written exams
- Pass a Department of Public Utilities road test

### **STUDY MATERIALS FOR FULL-SIZED SCHOOL BUS WRITTEN EXAM**

You need BOTH the *Commercial Driver's License Manual* (this document) to study for the CDL general knowledge test, the Passenger endorsement test, and the Air Brakes endorsement test, and *Section 10 of the 2004 Model Commercial Driver's License Manual (version 080904)* to study for the S-Endorsement test. *Section 10 of the 2004 Model Commercial Driver's License Manual* has been included in this manual as *Appendix A*.

# Converting an Out-of State CDL

When converting an out-of-state CDL, the written and road tests may be waived if the CMV operator is currently licensed at the time of his/her application, and the following criteria are met:

- (a) An applicant must certify that, during the two-year period immediately prior to applying for a CDL, he/she:
  - (1) Has not had more than one license;
  - (2) Has not had any license suspended, revoked, or canceled;
  - (3) Has not had any convictions for any type of motor vehicle for the disqualifying offenses contained in 49 CFR §383.51(b);
  - (4) Has not had more than one conviction for any type of motor vehicle for serious traffic violations; and
  - (5) Has not had any conviction for a violation of State or local law relating to motor vehicle traffic control (other than a parking violation) arising in connection with any traffic accident, and has no record of an accident in which he/she was at fault; and
- (b) An applicant must provide evidence and certify that:
  - (1) He/she is regularly employed in a job requiring operation of a CMV; and
  - (2) He/she has operated, for at least two years immediately preceding application for a CDL, a vehicle representative of the commercial motor vehicle the applicant operates or expects to operate.

The following documentation must be provided for waiver consideration:

- Current out-of-state Commercial Driver's License
- A copy of a driving record from a previous state of licensure, indicating that the customer has the minimum requirement of two years of experience from the date of issuance of the Commercial Driver's License
- Verification of employment on company letterhead, which must contain dates of employment and class of vehicle operated

If the above requirements are met, the customer can obtain a Massachusetts Commercial Driver's License without taking the general knowledge exam or a road test. If the customer cannot meet the above requirements, the out-of-state Commercial Driver's License can be converted to a Massachusetts Class D driver's license. The out-of-state license must be surrendered at this time. The customer may then apply for a Massachusetts Commercial Learner's Permit. Customers must pass the written and road tests in order to obtain the Commercial Driver's License.

The conversion process is the same for all commercial motor vehicle classes (Class A, Class B, and Class C). However, note that some states issue non-commercial Class A, B, and/or C driver's licenses that do not qualify as Commercial Driver's Licenses under the Federal Motor Carrier Safety Administration's definition. These can only be converted to a Massachusetts Class D driver's license.

Expired Commercial Driver's Licenses cannot be converted. However, an out-of-state Commercial Driver's License that has been expired for less than four years can be converted to a Massachusetts Class D driver's license.

## ***Transferring Endorsements***

When a customer applies for a Commercial Driver's License out-of-state conversion, he/she may also choose to transfer the endorsements on the previous Commercial Driver's License. However, due to federal requirements, a hazardous materials (H) endorsement is not transferable. To receive an H endorsement on a Massachusetts Commercial Driver's License, the customer must reapply for the endorsement.

# Hazardous Materials Endorsement

Due to the federal Patriot Act, the rules for obtaining a Hazardous Materials (HazMat) Endorsement have changed as follows:

1. Massachusetts Commercial Learner's Permits will no longer be issued with a Hazardous Materials Endorsement.
2. A Commercial License with a Hazardous Materials Endorsement cannot be issued, renewed, or transferred until the Transportation Security Administration (TSA) notifies the RMV that the applicant has passed a Background Check.

## ***Applying for or Adding a Hazardous Materials Endorsement***

The RMV recommends that you do not apply for a Hazardous Materials Endorsement until you have already obtained a Commercial Driver's License.

1. Go to an RMV branch office and do the following:
  - Complete a *CDL Application*.
  - Present required identification documentation.
  - Pay permit fees.
  - Take the Hazardous Materials Knowledge Exam.

If you pass the Hazardous Materials Knowledge Exam, you will receive a Hazardous Materials Pass Certificate. Exam results are valid for two (2) years.

2. Contact IBT, the Transportation Security Administration's vendor, at 1-877-429-7746 or visit <https://hazprints.tsa.dhs.gov> to apply for the Background Check, pay the application fee, and identify locations nationwide where you can be fingerprinted. You will need to visit the vendor's location and do the following:
  - Present 2 forms of ID to verify your identity.
  - Allow yourself to be fingerprinted.

It could take approximately 30 days to receive the results of your Background Check. The Transportation Security Administration (TSA) will notify you of your results by mail.

3. Upon being notified that you passed the background check, do the following:
  - Return to an RMV branch office.
  - Complete a *CDL Application*
  - Pass a road test (for a 1<sup>st</sup> time Commercial Driver's License applicant)
  - Pay the fees for a Commercial Driver's License with the Hazardous Materials Endorsement.

## ***Renewing a Hazardous Materials Endorsement***

1. Approximately ninety (90) days prior to your license expiration, contact IBT, the Transportation Security Administration's vendor, at 1-877-429-7746 or visit <https://hazprints.tsa.dhs.gov> to apply for the Background Check, pay the application fee, and identify locations nationwide where you can be fingerprinted. You will need to visit the vendor's location and do the following:
  - Present 2 forms of ID to verify your identity.
  - Allow yourself to be fingerprinted.

It could take approximately 30 days to receive the results of your Background Check. The Transportation Security Administration (TSA) will notify you of your results by mail.

2. Upon being notified that you passed the background check, do the following:

- Go to an RMV branch office.
- Complete a *CDL Application*.
- Pay applicable fees.
- Take the Hazardous Materials Knowledge Exam.

If you pass the Hazardous Materials Knowledge Exam, you can renew your license with the Hazmat Endorsement.

If you fail the Background Check or the Knowledge Exam, you will still be able to renew your Commercial Driver's License, but without the Hazardous Materials Endorsement.

### ***Transferring a Hazardous Materials Endorsement from Out-of-State***

Massachusetts does not transfer Hazardous Materials Endorsements. This means that you will be required to take the Hazardous Materials Knowledge Exam and pass a Background Check.

1. Go to an RMV branch office and do the following:

- Complete a *CDL Application*.
- Pay applicable fees.
- Take the Hazardous Materials Knowledge Exam.

If you pass the Hazardous Materials Knowledge Exam, you will receive a Hazardous Materials Pass Certificate. Exam results are valid for two (2) years.

2. Contact IBT, the Transportation Security Administration's vendor, at 1-877-429-7746 or visit <https://hazprints.tsa.dhs.gov> to apply for the Background Check, pay the application fee, and identify locations nationwide where you can be fingerprinted. You will need to visit the vendor's location and do the following:

- Present 2 forms of ID to verify your identity.
- Allow yourself to be fingerprinted.

It could take approximately 30 days to receive the results of your Background Check. The Transportation Security Administration (TSA) will notify you of your results by mail.

3. Upon being notified that you passed the Background Check, do the following:

- Go to an RMV branch office.
- Complete a *CDL Application*.
- Pay the fees for a Commercial Driver's License with Hazardous Materials Endorsement.

# DOT Medical Cards

## **Requirements**

To qualify for a Commercial Driver's License (CDL), you must pass a Department of Transportation (DOT) medical examination performed in accordance with CFR 49 [§391.41](#) and CFR 49 [§391.43](#).

DOT medical examinations are conducted by a licensed medical examiner as defined in CFR 49 [§390.5](#). To find a medical examiner, you may contact your primary care provider to inquire if they will conduct a "DOT medical exam." You may also find a medical examiner in the yellow pages of your telephone book, or on the Internet by using an Internet directory or search engine.

The examiner will provide you with a medical examiner's certificate that you must carry with you whenever you operate a Commercial Motor Vehicle (CMV). A medical examiner's certificate will also be required, even if you don't have a CDL, if you operate a CMV, in interstate commerce, with a gross vehicle rating in excess of 10,000 pounds.

## **Required Forms**

If your medical examiner does not have the required forms, they may be obtained from any of the following:

- The Federal Motor Carrier Safety Administration website ([www.fmcsa.dot.gov](http://www.fmcsa.dot.gov)), free of charge
- J.J. Keller (item WW-015-MP) by calling 1-877-564-2333 or via the Internet using the "Medical Examinations and Reports" link at: [www.jjkeller.com](http://www.jjkeller.com)
- The Massachusetts Motor Truck Association, by calling 617-695-3512 (Free for members only.)

Alternatively, your examiner may print a copy of the forms directly from the FMCSA website.

## **Expiration**

Medical examiner's certificates are valid for no more than two years. Some medical conditions may require you to have a physical examination more frequently and others may disqualify you from driving a commercial motor vehicle (CMV).

## **Physical Qualifications**

Physical qualifications are listed in CFR 49 [§391.41](#).

If you do not meet the vision or diabetes physical qualification standards, or have a loss or impairment of limbs (arms, hands, fingers, legs, or feet) and want to operate an interstate commercial motor vehicle (CMV), you may be able to satisfy alternative physical qualifications or qualify for an exemption. Contact the Massachusetts State office of FMCSA at 781-425-3210 for additional details. Information is also available on the [FMCSA website](#).

If you cannot meet the medical qualifications for CMV interstate commercial operation, you may qualify for an Intrastate Medical Waiver. This waiver, available from the RMV, would permit operation of a CMV used in Massachusetts intrastate commerce only. Call 857-368-8020 for specific details or see [www.massrmv.com/rmv/forms/21156.pdf](http://www.massrmv.com/rmv/forms/21156.pdf) for the Intrastate Medical Waiver Application.

# Obtaining a CDL is not Easy. Losing it is.

You can be legally disqualified from driving a Commercial Motor Vehicle (CMV) for one or more of the violations listed below. Note that some of the major offenses involving alcohol or drugs do not require the offense to be committed in a CMV. Only you can help to protect your right to operate a CMV.

## **Major Offenses**

For any of the following offenses, you will be disqualified from operating a CMV for at least one (1) year for a conviction of a first offense and life for a conviction of a second offense arising from two (2) or more separate incidents. If any of the offenses below occurred while transporting a hazardous material required to be placarded, you will be disqualified for a period of at least three years. You must not operate a CMV while disqualified.

- If you operate a CMV or a motor vehicle under the influence of alcohol or drugs.
- If you operate a CMV while your Blood Alcohol Concentration (BAC) is 0.04% or more.
- If you refuse to submit to a chemical test or analysis of your breath or blood as required by law after operating a CMV or a motor vehicle.
- If you leave the scene of an accident while operating a CMV or a motor vehicle.
- If you use a CMV or a motor vehicle in the commission of a felony.
- If you cause a fatality through the negligent operation of a CMV.
- If you were operating a CMV when, as a result of a prior violation committed operating a CMV, your CDL was suspended, revoked, or cancelled, or you were disqualified from operating a CMV.

You will have a lifetime disqualification if you use the vehicle to commit a felony involving the manufacturing, distributing, or dispensing of controlled substances.

## **Serious Traffic Violations**

You will be disqualified from operating a CMV:

- For at least sixty (60) days if you are convicted of committing two serious traffic violations while operating a CMV arising from separate incidents within a three-year period.
- For at least one hundred twenty (120) days if you are convicted of committing three serious traffic violations while operating a CMV arising from separate incidents within a three-year period.

Serious traffic violations consist of the following:

- Excessive speeding (15 mph or more above posted limit)
- Operating to endanger
- Reckless driving
- Improper or erratic traffic lane changes
- Following a vehicle too closely



- Traffic offenses committed in connection with a fatal traffic accident
- Driving a CMV without obtaining a CDL
- Driving a CMV without a CDL in the driver's possession
- Driving a CMV without the proper class of CDL and/or endorsements for the specific vehicle group being operated or for the passengers or type of cargo being transported

Serious traffic violations include any and all major disqualifying offenses under 49 CFR 383.51.

### ***Railroad-Highway Grade Crossing***

You will be disqualified from operating a CMV if you are convicted of violating the railroad-highway grade crossing provisions of 49 CFR 383.51. You will be disqualified for any combination of the following violations while operating a CMV:

- The driver is not required to always stop, but fails to slow down and check that the tracks are clear of an approaching train.
- The driver is not required to always stop, but fails to stop before reaching the crossing, if the tracks are not clear.
- The driver is always required to stop, but fails to stop before driving onto the crossing.
- The driver fails to have sufficient space to drive completely through the crossing without stopping.
- The driver fails to obey a traffic control device or the directions of an enforcement official at the crossing.
- The driver fails to negotiate a crossing because of insufficient undercarriage clearance.

The length of the disqualification will be as follows:

- Not less than sixty (60) days for a first conviction
- Not less than one hundred and twenty (120) days for a second conviction arising from separate incidents within a three (3) year period.
- Not less than one (1) year for a third or subsequent conviction arising from separate incidents within a three (3) year period.

### ***Violating Out-Of-Service Orders***

You will be disqualified from operating a CMV if you violate an out-of-service order for the following length of time:

- Not less than one hundred and eighty (180) days for a first violation
- Not less than two (2) years for a second violation arising from separate incidents within a ten (10) year period
- Not less than three (3) years for a third or subsequent violation arising from separate incidents within a ten (10) year period

You will be disqualified from operating a CMV if you violate an out-of-service order while transporting hazardous materials required to be placarded or while operating a motor vehicle designed to transport sixteen (16) or more passengers, including the driver, for the following length of time:

- Not less than one hundred and eighty (180) days for a first violation
- Not less than three (3) years for a second or subsequent violation of an out-of-service order arising from separate incidents within a ten (10) year period.

# OUI Offenses for CDL Operators

Use of alcohol or drugs while holding a Commercial Driver’s License has serious consequences. Under 49 CFR 383.72, “any person who holds a CDL is considered to have consented to such testing as is required by any state or jurisdiction in the enforcement of 383.51(b)(2)(i) and 392.5(a)(2) of this chapter. Consent is implied by driving a commercial motor vehicle.” Below is a table of the offenses and the periods for which a driver must be disqualified. The table below is a partial list of the major offenses taken from 49 CFR 383.51(b). Your license will be revoked for the disqualification period listed, and under 540 CMR 2.06 (9)c(5), you may only regain a CDL by passing the CDL knowledge and road test(s).

If a driver operates a motor vehicle and is convicted of:	For a first conviction or refusal to be tested while operating a CMV, a person required to have a CDL holder must be disqualified from operating a CMV for	For a first conviction or refusal to be tested while operating a non-CMV, a CDL holder must be disqualified from operating a CMV for	For a first conviction or refusal to be tested while operating a CMV transporting hazardous materials required to be placarded under the Hazardous Materials Regulations ( <a href="#">49 CFR part 172, subpart F</a> ), a person required to have a CDL and CDL holder must be disqualified from operating a CMV for	For a second conviction or refusal to be tested in a separate incident of any combination of offenses in this Table while operating a CMV, a person required to have a CDL and a CDL holder must be disqualified from operating a CMV for	For a second conviction or refusal to be tested in a separate incident of any combination of offenses in this Table while operating a non-CMV, a CDL holder must be disqualified from operating a CMV for
Being under the influence of alcohol as prescribed by State law.	1 year	1 year	3 years	Life	Life
Being under the influence of a controlled substance.	1 year	1 year	3 years	Life	Life
Having an alcohol concentration of 0.04 or greater while operating a CMV	1 year	Not applicable	3 years	Life	Not applicable
Refusing to take an alcohol test as required by a State or jurisdiction under its implied consent laws or regulations as defined in <a href="#">§383.72</a> of this part.	1 year	1 year	3 years	Life	Life
Using the vehicle in the commission of a felony involving manufacturing, distributing, or dispensing a controlled substance.	Life-not eligible for 10-year reinstatement.	Life-not eligible for 10-year reinstatement.	Life-not eligible for 10-year reinstatement.	Life-not eligible for 10-year reinstatement.	Life-not eligible for 10-year reinstatement.

# CDL Self Certification

## Overview of 2012 Self-Certification Mandate

By January 30, 2014 all CDL drivers are required under Federal regulation to inform the RMV of the type of commerce they plan to operate within (interstate or intrastate) and whether or not they are required to hold a medical certificate. This notification is called self-certification. It is called self-certification because the driver alone needs to determine the self-certification category he/she falls into based on his/her driving information.

Customers who wish to obtain, or who currently hold a Commercial Driver's License that is being renewed, upgraded, or transferred from another State, will be **required** to complete their CDL Self-Certification. The CDL Self-Certification Form and a copy of the medical certificate, if applicable, must be presented at the time of the transaction. The CDL Self-Certification Form can be found on the RMV website in the Forms & Manuals section under Licensing at [www.massrmv.com](http://www.massrmv.com).

CDL drivers that will not be completing a transaction with the RMV between now and January 30, 2014, do not have to visit a RMV branch office at this time. Compliance information for these drivers will be available in early 2013.

Individuals initially applying for a Commercial Learner's Permit must present their medical certificate prior to being issued a Commercial Learner's Permit, unless they have an intrastate medical waiver or are in an excepted category. The exemption from carrying a medical certificate applies to federal, state, or municipal employees only when operating a federal, state, or municipal vehicle in the course of their employment and who plan to take their road test in a federal, state, or municipal vehicle.

Existing Commercial Driver's License or permit holders who are required to carry a medical certificate must bring a copy when going to a RMV branch to:

- Apply for a CDL
- Renew a CDL
- Upgrade a CDL
- Transfer a CDL from another State

If a driver's medical examiner's certificate is only valid with a vision, diabetes, or skills performance evaluation variance letter granted by the Federal Motor Carrier Safety Administration (FMCSA), the driver will also need to provide this documentation to the RMV.

The medical certificate is a document that most CDL drivers are currently required to carry. The new regulation simply requires drivers to provide the Registry with a copy as part of their self-certification.

All drivers must self-certify and provide their medical certificate, if applicable, by January 30, 2014.

Drivers are required to continue to carry a physical copy of their medical certificate through January 30, 2014. Commercial drivers with a federal medical variance, Skill Performance Evaluation, or state issued medical waiver are required to carry this documentation indefinitely.

A driver's self-certification category and medical certificate information will become part of the CDLIS driver record for use by law enforcement.

## Self-Certification Categories

There are four self-certification categories. A driver must self-certify to one of these four categories. The category a driver should choose depends on whether he/she operates in interstate or intrastate commerce and whether or not he/she is required to have a medical certificate or is exempt:

- Non-Excepted Interstate (**NI**) - Driver is engaged in Interstate commerce and must meet the federal DOT medical card requirements
- Excepted Interstate (**EI**) - Driver is engaged in Interstate commerce and does not have to meet the DOT medical card requirements
- Non-Excepted Intrastate (**NA**) - Driver is engaged in Intrastate commerce and must meet state driver qualification requirements

- Excepted Intrastate (**EA**) - Driver is engaged in Intrastate commerce and does not have to meet the DOT medical card requirements

The medical documentation that a driver is required to provide is dependent on the category of self-certification selected. In Massachusetts, drivers that self-certify in the NI or NA category are required to provide the RMV with a copy of their current medical certificate, with the exception of NA drivers that have been issued an Intrastate Medical Waiver and, as a result, have a W restriction on their license. If a driver's medical examiner's certificate is only valid with a vision, diabetes, or a skills performance evaluation variance granted by the Federal Motor Carrier Safety Administration (FMCSA), the driver will also need to provide this documentation to the RMV.

## Category Descriptions

- **Non-excepted Interstate (NI) -**
  - All Class A, Class B, or Class C privately or self-employed commercial drivers who operate or expect to operate in interstate commerce, and are subject to meet the federal medical standard and therefore are required to obtain a medical examiner's certificate.
  - All Class A, B, or C drivers who do not fall under any other category or who have been granted a federal vision or diabetes exemption or a Skill Performance Evaluation (SPE). See Federal regulations 49 CFR § 391.49.
- **Excepted Interstate (EI) -**
  - Drivers who operate or expect to operate in interstate commerce but engage exclusively in transportation or operations and are not required to meet all or parts of the federal qualification requirements, and are therefore not required to obtain a medical examiner's certificate.
  - Examples of EI Drivers include:
    - City, municipal, or state employed Commercial Driver's License holders
- **Non-excepted Intrastate (NA) -**
  - All Class A, B, or C privately employed or self-employed commercial drivers who only operate in intrastate commerce and are subject to state driver qualification requirements
  - Examples of NA Drivers include:
    - Drivers 18-21 years of age with a K Restriction associated with their license to operate
    - Drivers 21 and over with a W restriction associated with their license to operate
- **Excepted Intrastate (EA) -**
  - Drivers who operate in intrastate commerce, but engage exclusively in transportation or operations that are not required to meet all or parts of the state driver qualification requirements, and are therefore not required to obtain a medical examiner's certificate
  - Examples of EA Drivers include:
    - City, municipal, or state employed Commercial Driver's License holders

## Guidance for Selecting a Self-Certification Category

A driver should self-certify at the highest standard for which he/she qualifies so as not to limit work opportunities. Non-excepted Interstate (NI) is the broadest category and the one a driver should select if he/she meets the criteria, even if he/she currently does not consider himself/herself an interstate driver.

### Interstate Commerce versus Intrastate Commerce

When making a decision about what type of commerce a driver operates or expects to operate within, consider the following definitions:

**Interstate** commerce is trade, traffic, or transportation involving the crossing of a state boundary. Either the vehicle, its passengers, or cargo must cross a state boundary, or there must be the intent to cross a state boundary to be considered an interstate carrier.

**Intrastate** commerce is trade, traffic, or transportation within a single state.

For additional information on interstate and intrastate commerce, please refer to the Federal Motor Carrier Safety Administration Website at [www.fmcsa.dot.gov](http://www.fmcsa.dot.gov).

## Compliance Requirements

### Downgrade for Non-Compliance

Failure to initially provide self-certification information and a copy of a medical certificate, if a driver requires one, by January 30, 2014 will result in the downgrade of the driver's Commercial Driver's License to a Class D license.

Class A, B, or C Learner's Permits are not subject to a downgrade. A Commercial Driver's Learner's Permit will be deleted upon the expiration or self-certification expiration, whichever comes first.

### Re-Certification - Submission Cycle

For NI and NA categorized drivers, self-certification is tied to the expiration date of the medical certificate, variance or waiver. Therefore, drivers will need to self-certify at least every two years.

An NI or NA driver will receive notice from the Registry of Motor Vehicles notifying him/her of the self-certification expiration date. NI and NA categorized drivers that do not re-certify by the expiration date will no longer be authorized to operate a vehicle requiring a commercial driver's license. The following will occur for a driver that does not re-certify within sixty days from the expiration date:

1. The Registry will downgrade the driver to a Class D license which will be mailed to him/her
2. A \$25.00 license amendment fee will be posted on the customer's record to be collected at the time of his/her next license transaction

EI and EA drivers will need to re-certify every five years at the time of license renewal.

A driver may also need to re-certify prior to an expiration date if the type of driving that is conducted has changed.

### Restoring a Downgraded License to a Commercial Driver's License

To restore a Commercial Driver's License within 365 days of the downgrade, the customer must go to a Registry branch office and request a restoration. The customer must submit all required paperwork. If eligible, the system will allow the customer to restore and/or renew. If the restored Commercial Driver's License is not renewed, the expiration date will continue from the pre-downgrade date. The customer must pay all required fees.

To restore a Commercial Driver's License after 365 days of the downgrade, the customer must go to a Registry branch office and request a restoration. The customer must retake the Commercial Driver's License learner's permit exam and road test and submit all required paperwork. If the customer passes both tests, he/she will be issued a new, five-year license. The customer must pay all required fees.

### Checking Self-Certification Status

A driver may check his/her self-certification status online at [www.massrmv.com](http://www.massrmv.com) by selecting *More* from the Online Services tab, and then selecting *License Permit Status* in the Check My Status section at the bottom of the License/ID column. The driver's self-certification category and expiration date will be displayed.



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