

Start of Work Procedure

Log in to the **Smart eDriver app**. If you are unable to log in contact our 24/7 support.

From the **Home Screen** select **Vehicle Set Up** and enter vehicle registration details. Return to the **Home Screen** and select **EWD**. In the **EWD** section select which fatigue management plan you will use; fatigue management plans can be changed using the box found near the *end of hours* timer.

To start work, select the **Work** button from the **EWD** section. The app will gather time and driver location data to generate an event. The driver must check the event data is accurate and enter the vehicle's odometer value. If any data listed in the event is incorrect the driver can manually correct the data and add a comment as to why the edit was made.

Notifications and Breach

The Smart eDriver app will issue popup notifications alerting the driver of the amount of time remaining before a break is required. Notifications will be sent at the following time intervals before break: 1 hour, 45 minutes, 30 minutes, 15 minutes, 5 minutes and 1 minute.

If a driver does not take a break within the specified time of their fatigue plan, they will receive a notification alerting them that they are now in breach. Drivers in breach are advised to take a break as soon as possible in a safe manner. To learn more about a breach, drivers can check the **Investigation Aid** found within the **Compliance** page.

Rest Procedure

To begin a rest, select the **Start Rest** button from the **EWD** section. The app will use location and time data to generate a rest event. The driver will enter the vehicle **odometer value** and state if the rest is **Stationary** or **Non-Stationary**. The driver checks the accuracy of collected data, if any data is incorrect the driver can manually enter the correct information and add a comment to the event.

End Of Day Procedure

At the end of a driver's shift or once every 24 hours they must select the **End Of Day** button from the **EWD** section while in rest. The **End Of Day** submission requires the driver to confirm that the entries made throughout the shift are accurate and true. The driver reviews the entries and confirms the submission. A Driver is able to perform multiple **End Of Day** submissions in a 24 hour period.

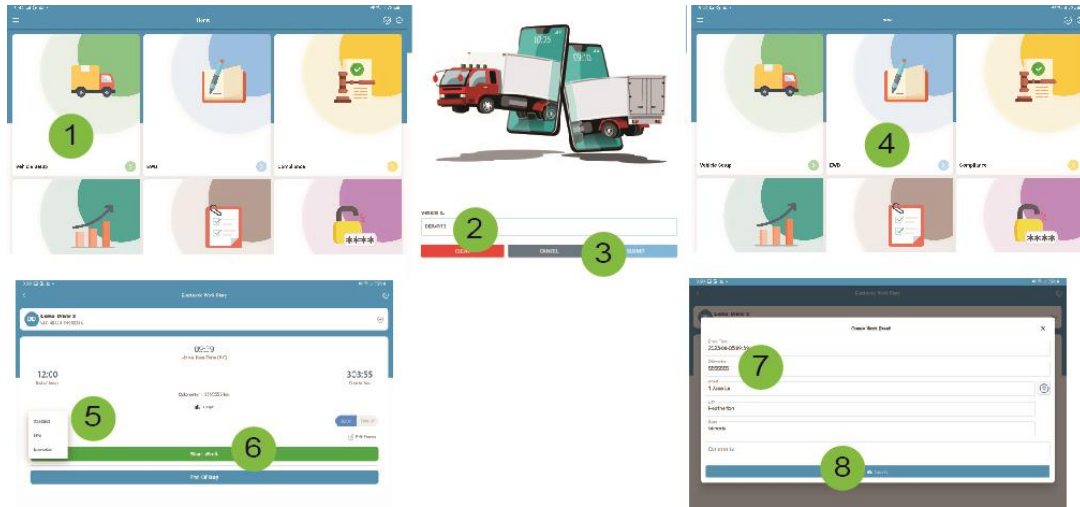
Note: Once an **End Of Day** submission is made those entries can no longer be edited or deleted. Please ensure the event data is correct before submitting.

Compliance Check Procedure

When pulled over by an NHVR authorised officer open the **Compliance** page found on the **Home Screen** and present it to the authorised officer. The Compliance page shows the officer all data you are required to present from the last 28 days. The authorised officer will not be able exit the compliance page without your password. A copy of the EWD 28 day compliance report can be emailed from within the **Compliance** page by selecting **Report Transfer**.

If you encounter any issues, you can reach the Smart eDriver team on our 24/7 support line: 04 9953 4098

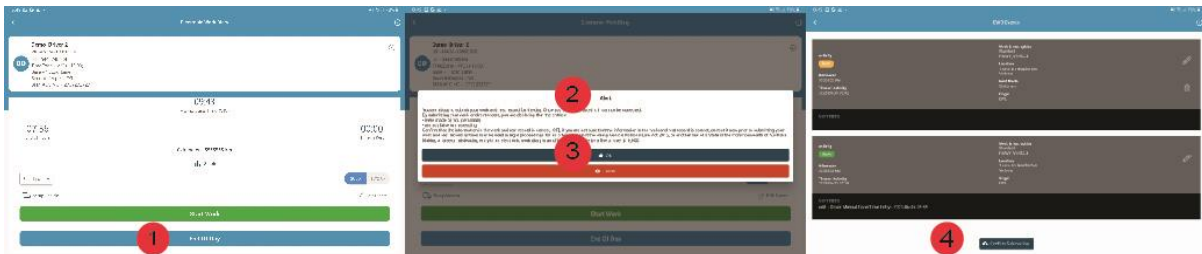
Start of Work Procedure



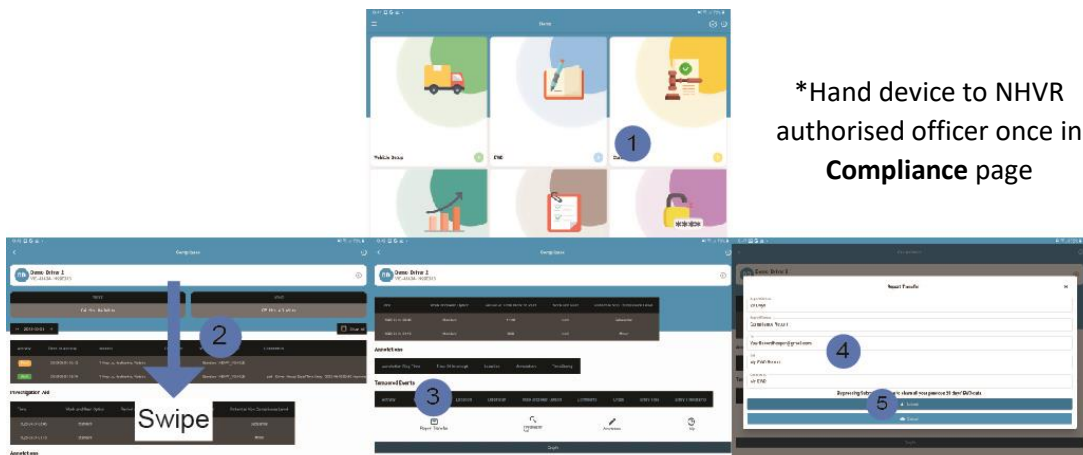
Rest Procedure



End Of Day Procedure (While in Rest)



Compliance Check and Report Send Procedure



*Hand device to NHVR authorised officer once in Compliance page