

# TRUCK CERTIFICATION

## Job Aid

### Instructions:

Please use this form to report the description, size and other characteristics of the debris truck.

### IMPORTANT!

- VDEM recommends using this form to ensure all information required by FEMA is documented.
- If completing this form manually, please print.
- Use the accompanying job aid to understand what data should be entered into each blank.

### Truck Certification Form

- Enter the make, model, and other truck information.
  - Consider taking photos of the license plate and VIN to reduce possibilities for transcription errors.
- For photos of truck and debris load in truck bed:
  - If using this form manually, make sure to enter the name of the image file so it can be accurately shared or uploaded later.
  - If using this form electronically, copy and paste small images into photo block.

### Truck Measurements

- For “performed by” and “volume calculated by,” enter the name of monitor or other person measuring and validating truck capacity.
- Truck and load sizes should be “checked by” a different person than the individual noted under “performed by” and “volume calculated by.”

### What is the value of this form?

- Substantiates the type and amounts of debris being hauled.
- Can be compared to load tickets for additional verification.
- Established control measures at disposal sites.
- Ensures that costs associated with hauled debris are accurately calculated.



# TRUCK CERTIFICATION FORM

<b>MAKE / MODEL</b>	<b>YEAR</b>	<b>COLOR</b>	<b>TAG #</b>	<b>VIN</b>
Truck make/model, year, color, tag and VIN.				

<b>TRUCK PHOTO</b> <div style="border: 1px solid black; padding: 5px; min-height: 100px;"> <p style="color: red;">Insert photo(s) of truck here or retain photo(s) and photo filename(s) for easy access to download later.</p> </div>	<b>HAUL PHOTO</b> <div style="border: 1px solid black; padding: 5px; min-height: 100px;"> <p style="color: red;">Insert photo(s) of debris load inside truck bed here or retain photo(s) and photo filename(s) for easy access to download later.</p> </div>
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## TRUCK MEASUREMENTS

<b>PERFORMED BY (name)</b> Enter name of person measuring truck bed.	<b>DATE / TIME</b> Enter date and time of day truck bed was measured. Include AM/PM or use military time.	
<b>VOLUME CALCULATED BY (name)</b> Enter name of person calculating truck bed capacity from truck bed measurements.	<b>DATE / TIME</b> Enter date and time of day truck bed capacity was calculated. Enter AM/PM or use military time.	
<b>CHECKED BY</b> Name person verifying truck bed measurements and capacity calculations.	<b>DATE / TIME</b> Enter date and time of day measurements and capacity were verified. Include AM/PM or use military time.	
<b>DRIVER NAME</b> Enter name, address, and phone of truck driver and any secondaries. This info is needed for follow-up questions or issues.	<b>DRIVER ADDRESS</b>	<b>PHONE</b>

<b>TRUCK FEATURES</b>  <input type="checkbox"/> Hand-Loaded <input type="checkbox"/> Mechanically Loaded <input type="checkbox"/> Tarp System <input type="checkbox"/> Bed Liner	Indicate all structures or mechanicals within truck bed that would reduce truck hauling capacity. <input type="checkbox"/> Hoist <input type="checkbox"/> Lift <input type="checkbox"/> Compaction <input type="checkbox"/> Solid Tailgate <input type="checkbox"/> Other (specify) _____
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Space for additional photos of truck, truck bed, or features,

