



Transport
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Transport Canada Electronic Logging Device Certification Body Accreditation Scheme Guidance Document

March 4, 2020



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This document is intended to provide guidance only. It does not in any way supersede or modify the [Commercial Vehicle Drivers Hours of Service Regulations](#) (Regulations) or the [Motor Vehicle Transport Act](#) (MVTA). In the event of an inconsistency between this document and the Regulations or the MVTA, the Regulations and the MVTA prevail.

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Introduction

Transport Canada

Road safety in Canada is a responsibility that is shared between the federal and provincial/territorial governments. The federal government is responsible for limited operational matters related to commercial bus and truck motor carriers under the [Motor Vehicle Transport Act](#) and its regulations. The provinces and territories are responsible for the enforcement of safety on Canada's roads and highways, including the enforcement of the federal [Commercial Drivers Hours of Service Regulations](#).

Standards Council of Canada

The Standards Council of Canada (SCC) is a federal Crown corporation responsible for promoting standardization in Canada. It reports to Parliament through the Minister of Innovation, Science and Economic Development Canada. SCC is Canada's national accreditation body. SCC accredits conformity assessment bodies, such as testing laboratories and product certification bodies, to internationally recognized standards. Conformity assessment is the practice of determining whether a product, service or system meets the requirements of a particular standard.

ELD Certification Accreditation Scheme

On June 12, 2019, Transport Canada (TC) issued a *Canada Gazette Part II* amending the Canadian federal *Commercial Vehicle Drivers Hours of Service Regulations* (Regulations) to mandate Electronic Logging Devices (ELDs) for federally-regulated motor carriers and drivers. This amendment applies to a carrier or driver who falls under federal jurisdiction (crosses a provincial/territorial or international border on a regular and continuous basis), operates a bus or a truck over 4,500 kg, and for which drivers are currently required to maintain a daily log. The Regulations incorporate by reference the Technical Standard for Electronic Logging Devices (the Technical Standard) published by the Canadian Council of Motor Transport Administrators (CCMTA). The standard establishes minimum performance and design specifications for the ELD. In order to provide a high level of confidence in the effectiveness of the ELDs, third party certification was determined to be the most reliable certification option.

The regulatory amendments require motor carriers and drivers to only use ELDs certified by accredited certification bodies (CBs). Accredited CBs, according to section 79 of the Regulations, must be accredited to ISO/IEC 17065 and must undergo an assessment to verify: their knowledge with respect to the certification of ELDs and the validity of their certification methodology and the validity of the results of that methodology.

TC has partnered with the SCC for the implementation of the TC ELD certification scheme. The process for CBs to become accredited can be found in the [Accreditation](#) section of this document.



Once CBs are accredited, they will test and certify ELDs submitted by manufacturers or suppliers. This testing and certification will be based on TC specified test procedures, the ELD Technical Standard and the Regulations. Only devices certified by accredited CBs and subsequently listed on TC's website will be deemed compliant for use by federally-regulated motor carriers and their drivers in Canada. More information on certification can be found in the [Certification](#) section of this document.

Certification

Certification of ELDs

By June 12, 2021, all federally-regulated commercial trucks and buses operating in Canada must be equipped with a certified electronic logging devices (see the Regulation for exemptions).

An accredited CB will test and certify an ELD to the Technical Standard and Regulations ensuring all requirements are met. After the enforcement date, an ELD cannot be used on federally-regulated commercial trucks and buses until an accredited CB has granted certification.

If you are an ELD manufacturer or supplier and would like to certify your device or application (software), please contact an [accredited CB listed](#) on the TC ELD website.

Confirmation of ELD Certification Status

An accredited CB is required to provide TC with information on a certified ELD model within seven (7) days of certifying the product.

To see a [list of certified models](#), visit TC ELD website. This list may be used by motor carriers and road-side enforcement for verification purposes; however the CB maintains overall authority on the certification status of each model. Please contact the CB directly for specific model enquiries.

Transport Canada ELD Certification Requirements

TC's ELD Certification scheme is specified in the Regulation which references the Technical Standard. In addition, specific ISO/IEC 17065 scheme requirements are listed in the "SCC Requirements and Guidance - Product, Process, and Service Certification Body Accreditation Program" (www.scc.ca). Any additional information related to the TC scheme will be communicated through notices [issued on TC's ELD website](#).

Regulation

Section 79 of the Regulations outlines the requirements for the accreditation of ELD CBs. Should the Regulation be amended, this will be communicated via the Canada Gazette and a notice would be [issued on TC's ELD website](#).



Technical Standard

Each ELD model must be certified by an accredited CB to the “Technical Standard for Electronic Logging Devices” published by the Canadian Council of Motor Transport Administrators (CCMTA) (<https://ccmta.ca/en/reports-publications/category/technical-standard-on-eld-s>).

Should this Technical Standard be revised, TC will issue a notice which will include the publication date, the effective date, and recertification requirements, if applicable.

Test Procedures

During the certification process of an ELD model, an accredited CB is required to follow the test procedures published by TC and available upon request at <MVS-SA@tc.gc.ca>.

Should the test procedure be revised, TC will issue a notice which will include the publication date, the effective date, and any recertification requirements, if applicable.

Changes to Scheme Requirements

Any scheme announcements or changes will be communicated through notices issued by TC. These notices will be [available on the TC ELD website](#).

Certification Reporting

The Regulation requires CBs to report to the Minister within 7 days specified information about certified ELD models. The CB is responsible for sending this information via email to <MVS-SA@tc.gc.ca>. Any changes to the certification status or certified model information will also be reported via email to <MVS-SA@tc.gc.ca>.

Recertification

Unless otherwise required by TC, a CB is responsible for determining the criteria for recertification.

In the case of revisions to the Technical Standard or the test procedure, a notice will be published by TC indicating the effective date of the revision and any recertification requirements as a result of the revisions.

The CB is responsible for communicating to their clients the requirements and procedures for recertification.

Nonconforming Products

When a report of a potential non-conforming certified ELD is received by TC, information will be sent to the responsible CB. The CB will investigate and ensure appropriate



corrections and corrective actions are completed. The CB will report to TC the outcome of the investigation and any actions as a result.

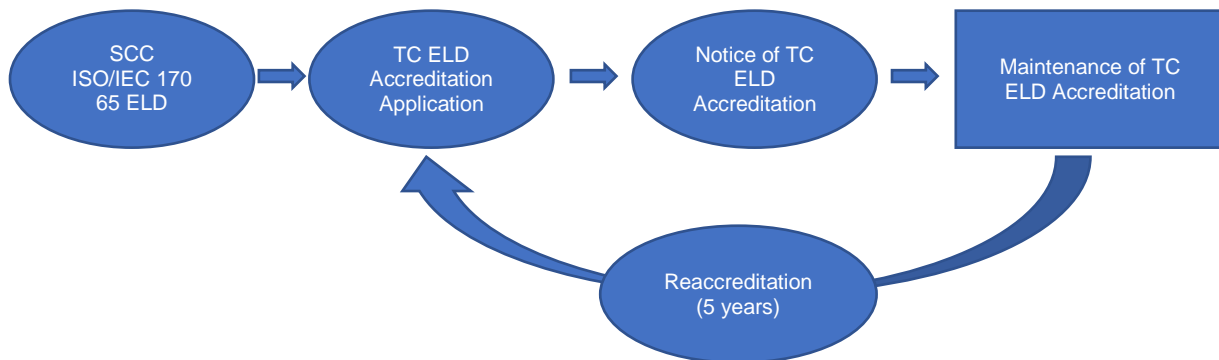
If the CB becomes aware of a non-conforming product, it will inform TC of the report and will keep TC updated on the investigation and any actions as a result.

Should a product require a recall, the CB will issue a notification and TC will adjust their webpage accordingly.

Accreditation

Accreditation of ELD Certification Bodies

In order to become accredited to certify ELDs, the requirements set out in section 79 of the *Commercial Vehicle Drivers Hours of Service Regulations* must be met. The figure and text below provide a high-level description of the steps needed to become accredited.



Step 1 – SCC ISO/IEC 17065 ELD Accreditation

In order to become a TC accredited ELD CB, SCC accreditation to the ISO/IEC 17065 ELD scheme is required. Contact SCC (www.scc.ca) to get more information on how to become ISO/IEC 17065 accredited or to add the ELD scheme to your existing scope. An assessment on the basis of ISO/IEC 17065, the Regulation, and the Test Procedures will need to be conducted and SCC will issue an accreditation report including a summary from a technical expert regarding compliance to clauses 79 b) and c) of the Regulation to the CB which will be used for the TC application is step 2.

Step 2 – Transport Canada Accreditation Application

Once accredited by SCC to the ISO/IEC 17065 ELD scheme, the applicant will submit the accreditation report to TC with an application package (available upon request at MVS-SA@tc.gc.ca). The application will require basic company information and evidence of compliance to the Regulations.



Once the application is completed and all the necessary information included, it should be submitted to TC via email. All application information will be considered confidential and will not be disclosed outside of TC or its contracted organizations¹.

TC will acknowledge receipt of the application and may request additional information if required.

The application will be processed through an initial review to confirm the requirements of the Regulations has been met. If any issues are observed, the reviewer will work with the applicant to resolve them. Timely responses are essential to ensure the accreditation application process progresses.

The reviewer will make an accreditation recommendation as to whether or not the applicant has met the accreditation requirements. This recommendation is sent to the Minister (or delegate) who will make the final decision on accreditation.

Step 3 – Notification of ELD Accreditation

Once the final accreditation decision has been made, TC will inform the applicant of the decision via a notification letter and an accreditation certificate. The accredited CB will be added to the [TC ELD website](#).

TC aims to accredit an organization within a month from the date the completed application package is received. This requires a comprehensive and complete application form and timely responses to enquiries.

Step 4 – Maintenance of ELD Accreditation

An accredited CB must continue to meet all the requirements as stipulated in the Regulations in order to maintain accreditation. The minister may suspend or cancel accreditation as described in the Regulations.

TC reserves the right to request evidence of compliance with the Regulations by the CB at any-time during the validity of accreditation.

Step 5 – Transport Canada Reaccreditation

TC accreditation is valid for five (5) years from the date of accreditation. An accredited CB is responsible for reapplying six (6) months prior to the expiry date using the above process in order to maintain accreditation. Any application not received and approved by the expiry date may result in the CB losing accreditation.

¹ Transport Canada is a government department and subject to the “Access to Information Act”. Transport Canada will endeavour to maintain confidentiality but must abide by the provisions of the Act. Exemptions within the Act for commercial information may allow Transport Canada to refuse to disclose records containing information which could damage the applicant’s competitive position.



A CB may request an extension to their accreditation by sending the request, in writing, to <MVS-SA@tc.gc.ca> with clear justification on why the extension is required. TC will review the request and make a decision based on the justification provided.

Enquiries and Complaints

The ELD certification and accreditation scheme has a variety of stakeholders who are responsible for implementing different areas. Any enquiry or complaint needs to be addressed to the appropriate stakeholder. The table below provides some examples and scenarios for assisting in determining the appropriate stakeholder.

ELD Manufacturer	Certification Body	Transport Canada	Standards Council of Canada
Product usage	Certified product enquiries (including fraudulent marks)	Accredited CB enquiries	ISO/IEC 17065 related
Product warranty	Non-conforming products	Regulatory compliance	
		Use of non-certified products	

Enquiries

Any enquiries regarding the TC ELD CB accreditation scheme can be made at <MVS-SA@tc.gc.ca>.

Enquiries regarding ISO/IEC 17065 accreditation can be made to SCC (www.scc.ca)

Enquiries regarding the certification of specific ELDs can be made directly to the [accredited CBs listed](#) on the TC ELD website.

Complaints

When an issue is observed within the ELD certification scheme or with products, these issues should be raised to the appropriate party for action. The nature of the issue will determine the appropriate party.

TC is responsible for handling complaints related to compliance with the Regulations such as CBs meeting the Regulations requirements or use of uncertified ELDs.



If it is believed that certified product does not meet the requirements of the technical specification, please contact the CB directly. TC will only investigate the complaint after discussions with the CB has been undertaken and unsatisfactory resolved.

Should your complaint be related to the ISO/IEC 17065 accreditation of an organization, please contact SCC directly (www.scc.ca)

Transport Canada Complaints Handling Process

When a complaint is received, TC will review the submitted information and determine if the complaint is within their jurisdiction. If it has been determined to fall under TC, an investigation will be conducted by an independent party, and appropriate action will be taken. The complainant will be informed of the closure of the complaint, however, to ensure confidentiality, the outcome of the complaint will not be shared.

Once the complaint has been investigated and closed, it will not be reopened unless new relevant evidence has been proved to TC.

Submitting a Complaint to Transport Canada

Complaints must be submitted in writing to <MVS-SA@tc.gc.ca> and must include the following minimum information:

- Full name
- Email address
- Telephone number
- Your role within the transportation industry
- Description of complaint
- Evidence to support complaint

Note: TC will only investigate complaints with factual supporting evidence.