

## National Safety Code **BULLETIN**

### **Re: Maintenance of Records – Motor Vehicle Act Regulations 37.29 (1)**

Section 37.29 of the *Motor Vehicle Act Regulations (MVAR)* requires the carrier to maintain their records at its principal place of business in the Province. Any other location must be approved by the director of Commercial Vehicle Safety and Enforcement (CVSE).

The definition for the “principle place of business” is the place identified in writing by the carrier to the director, and approved by the director, where daily logs, supporting documents and records required to be maintained by *MVAR 37.29* are kept by the carrier.

The maintenance of records at a consultants’ location does not meet the definition of the carriers’ “principal place of business” unless approved by the director. Consequently, consultants that are retaining client records are advised to return all records to their clients immediately or have the carrier submit a written request to the NSC Program Office.

In addition, as per *MVAR 37.32(1) and 37.33(1)*, an inspector may, during business hours, enter the place where records are kept; this includes the consultant’s office if that is where the records are being held. It is an offence under *MVAR 37.32(2) and MVAR 37.33(2)* to obstruct an officer from conducting a compliance review or audit.

Should you have any further questions, please contact Barb Morris at (250) 953-4012.

Regards,



Barb Morris  
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Commercial Vehicle Safety and Enforcement Branch