

Business Rules – JAK Logistics LLC

Company Name: JAK Logistics LLC

Applies To: Owner-Operators, Contract Drivers, and Dispatch Assistants

1. Compliance & Documentation

- • Maintain an active CDL, DOT medical card, and MC authority (if independent).
- • Stay current with all IRP, IFTA, UCR, and 2290 filings.
- • All trips must be logged via an ELD. Paper logs allowed only under FMCSA exemptions.
- • BOL, rate confirmations, and PODs must be submitted within 24 hours of delivery.
- • Maintain insurance coverage per FMCSA minimums (liability, cargo, physical damage).

2. Equipment Standards

- • Daily pre-trip and post-trip inspections are mandatory and must be documented.
- • Equipment must be DOT-compliant and clean at all times (interior and exterior).
- • Tires, brakes, lights, fluids, and securement tools must be checked and replaced as needed.
- • Trailer floors must be clean, dry, and free of debris before loading.

3. Load Acceptance & Execution

- • Only accept loads that meet:
 - Minimum \$1.90 per mile (or company RPM)
 - Mileage and transit time capacity
 - Preferred load type (live, drop and hook)
- • Verify load details, dimensions, and accessorials before confirming.
- • ETA updates required at pickup, in-transit (every 24 hrs for long hauls), and delivery.
- • No unauthorized subcontracting or double brokering.

4. Safety and Operations

- • Zero tolerance for HOS violations, falsified logs, or unsafe driving practices.
- • Always maintain 3-point contact when entering/exiting equipment.
- • All cargo must be secured with straps, load bars, or locks before movement.
- • Stop and inspect securement within 50 miles and every 150–200 miles thereafter.

5. Financial & Fuel Management

- • Track fuel, maintenance, tolls, and scale receipts for each load.

- • Use designated fuel cards or preferred stations when available.
- • Submit weekly revenue/expense reports (if part of a multi-truck operation).
- • Keep a minimum of 30 days of operating cash for emergencies.

6. Customer & Broker Relations

- • Be on time, professional, and respectful at all customer locations.
- • Maintain clean appearance and vehicle – you represent the brand.
- • Report any delays, issues, or incidents immediately.
- • Never argue with shippers; document and escalate as needed.

7. Recordkeeping & Audits

- • Store all load records, expense reports, and ELD data for at least 6 months.
- • Back up digital files weekly (cloud or external storage).
- • Submit to internal or DOT audits when required within the given timeframe.

8. Violations & Penalties

Missed delivery without notice: \$100 load deduction or load ban

Log falsification: Termination of contract or DOT report

Equipment neglect causing breakdown: Driver pays for tow/service

Habitual late paperwork: 10% withholding on settlement until resolved