

Commercial Driver License Third Party Examiner Application

General rules and regulations

WAC 308-100-140 Third party examiner.

The Department may enter into an agreement with third party examiners to conduct the commercial driver license classified skill examination. An agreement will only be made where the Department has determined that a need for a third party examiner exists in the location covered by the third party examiner, and that the third party examiner is otherwise qualified.

Region 1—Clallam, Grays Harbor, Jefferson, Kitsap, Mason, and Pacific counties

Region 2—Skagit, Snohomish, and Whatcom counties

Region 3—King, Lewis, Pierce, and Thurston counties

Region 4—Chelan, Douglas, and Okanogan counties

Region 5—Grant, Kittitas, Klickitat, and Yakima counties

Region 6—Ferry, Franklin, Lincoln, Spokane, and Walla Walla counties

WAC 308-100-150 Third party examiner—Qualifications.

A third party examiner is a person meeting the minimum qualifications who is trained, tested and certified by the Department to conduct a standardized behind-the-wheel test of a commercial driver, such test to be used in determining the driver's qualification to obtain a commercial driver license. A person applying to be a third party examiner must meet the following requirements:

1. Is qualified and licensed to operate and has no less than two years of experience operating vehicles representative of the class of vehicle for which they would conduct testing and has no less than five years of total driving experience.
2. A check of the applicant's driver record shows:
 - a. The applicant has not been convicted or found to have committed any of the following offenses within the three year period preceding the date of application:
 - Driving a motor vehicle while under the influence of alcohol or any drug;
 - Driving a commercial motor vehicle while the alcohol concentration in the person's system is 0.04 or more as determined by any testing methods approved by law in this state or any other state or jurisdiction;
 - Leaving the scene of an accident involving a commercial motor vehicle driven by the person;
 - Using a commercial motor vehicle in the commission of a felony; and
 - Refusing to submit to a test to determine the driver's alcohol concentration while driving a motor vehicle.
 - b. No more than one conviction of serious traffic violations, as defined in WAC 308-100-130 (SERIOUS TRAFFIC VIOLATIONS), within three years preceding the date of application.
 - c. No driver license suspension, cancellation, revocation, or denial within three years preceding the date of application.
 - d. No more than one moving traffic violations convictions within one year or more than three moving traffic violations convictions within three years preceding the date of application. Defective equipment violations shall not be considered moving traffic violations for the purpose of determining the applicant's qualification.
3. Complete an acceptable application on a form prescribed by the Department.
4. Have no conviction of a felony or any crime involving violence, dishonesty, deceit, indecency, degeneracy, or moral turpitude.
5. Maintain or be employed by a business or agency in which driver testing records would be maintained and available to the state or Federal representatives for announced or unannounced inspections and audits.
6. Is or is employed by a licensed business or government agency within the state of Washington or within fifty miles of state boundaries.
7. If the applicant is part of a commercial (truck/bus) driver training facility, the training course must approved by the Department.

Failure to maintain the above qualifications will result in the termination of a third party examiner agreement.

WAC 308-100-130 Serious traffic violations.

In addition to the violations enumerated in section 3(16), chapter 178, Laws of 1989, "serious traffic violations" shall include:

- Negligent driving, as defined by RCW 46.61.525.
- Following too closely, as defined by RCW 46.61.525.
- Using a wireless communications device or hand-held mobile telephone while driving, as defined by RCW 46.61.667
- Sending, reading, writing a text message while driving as defined by RCW 46.61.668
- Improper or erratic lane changes, including violations of:
 - RCW 46.61.115, overtaking on the right.
 - RCW 46.61.120, overtaking on the left.
 - RCW 46.61.125, further limitations on driving to left or center of roadway.

Commercial Driver License Third Party Examiner Application

Date of application

Submit this completed application when applying through our Request for Qualifications (RFQ) process.

Applicant type (choose one): Individual Company Examiner for _____
Company name

Company/Organization information

Company/Organization name	Contact name	(Area code) Phone number
Mailing address (Street address or PO Box, City, State, ZIP code)		
Estimated number of examiners* you will have on staff _____ Proposed testing locations _____		

*Each examiner must complete a separate CDL Third Party Examiner Application.

Individual/Examiner information

Name (Last, First, Middle)		(Area code) Phone number
Mailing address (Street address or PO Box, City, State, ZIP code)		
Driver license number	Date of birth	Email (required)
Military? (check if applicable) Current or former: <input type="checkbox"/> Military member <input type="checkbox"/> Military spouse or domestic partner		

Background/Other information

Answer the following

CDL endorsements

1. When did you receive your CDL? _____
2. What class of CDL do you hold? A B C
3. What endorsements do you have? Passenger School bus
 Other _____
4. Where did you obtain your experience? School Transit Long haul
 Other _____

Testing information

5. What classes do you intend to test? All classes of vehicles Only Class B or C
6. How do you intend to test? Through my company As an independent
7. Geographic area in which you are applying (broken up into regions, see page 1) _____
8. Would you travel to an adjoining region? Yes No
9. Estimated number of skill tests you will administer monthly _____
10. What hours and days are you available for testing? Mon _____ Tues _____
 Wed _____ Thurs _____ Fri _____ Sat _____ Sun _____
11. Indicate any extended periods when you may be unavailable _____
12. Vehicles you/your company rent to the general public. None Class A B C Airbrakes Bus
13. Telephone number where the public may contact you for skills testing _____

Electronic communication

14. Do you have access to the Internet? Yes No
15. Do you have access to an internet-ready computer? Yes No
16. Are you familiar with Microsoft Outlook and Excel? Yes No

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For office use only	
CDLE (Recommendation, Date & Signature) <input type="checkbox"/> Approve <input type="checkbox"/> Deny Date: _____	CDL Program / Regional Coordinator (Approval, Date & Signature) <input type="checkbox"/> Approve <input type="checkbox"/> Deny Date: _____
X	X

Answer the following (continued)

Site requirements

- 17. Are you aware that you must supply your own cones for marking the backing courses (48-59 cones)? Yes No
- 18. You will need an area that is approximately 300 feet by 200 feet, suitable for backing maneuvers. Do you have access to this amount of area? Yes No

Languages

- 19. Are you fluent in any other language other than English? Yes No
If "yes," which language? _____

Examiner requirements

- 20. Are you aware you cannot test friends, family, employees, or acquaintances? This includes people that you have trained to operate commercial vehicles. Yes No
- 21. Are you aware you are required to obtain a General Commercial Liability Insurance policy if selected to be an examiner? Yes No
- 22. Are you aware that if selected you are required to attend an interview panel and DOL certified training? Yes No
- 23. Are you aware that if selected you are required to attend training for five days at your expense? Yes No
- 24. Do you have a secured location within the state of Washington or within 50 miles of the state border where any records regarding third party testing could be maintained? Yes No
- 25. Are you aware you are required to maintain a performance bond in the amount of \$25,000? Yes No
- 26. Why do you want to be an examiner?

Background/Drive record information

- 27. Have you had any convictions or disqualifications for any of the following violations within three years preceding the date of this application: Driving a motor vehicle while under the influence of alcohol or any drugs; driving a commercial motor vehicle while the alcohol concentration is .04 percent or higher; leaving the scene of an accident; using a commercial motor vehicle in the commission of a felony; refusing to submit to a test to determine alcohol concentration? Yes No
- 28. Have you had more than one conviction of any of the following violations within three years preceding the date of this application: Reckless driving; negligent driving; following too closely; improper lane changes; speeding 15 miles or over posted speed limits? Yes No
- 29. Have you had a driver license suspension, cancellation, revocation, disqualification or denial within three years preceding the date of this application? Yes No
- 30. Have you had more than one conviction within one year or no more than three convictions within three years of moving traffic violations defined in WAC 308-104-160 preceding the date of this application? Yes No
- 31. Have you had any convictions of a felony or any crime involving violence, dishonesty, deceit, indecency, degeneracy, or moral turpitude? Yes No
- 32. Have you ever been convicted of a fraudulent activity? If yes, please explain... Yes No

I declare under penalty of perjury under the law of Washington that the foregoing is true and correct.

Date and place

X

Applicant signature