

Lenkprotokoll

Driving protocol

With 1.1.2018 in Austria the previous logbook for the recording of the driver's working hours (not to be confused with the "logbook" for tax purposes) was replaced by the new "driving protocol".

The legal basis of the driving protocol, official name: Driving Protocol Regulation - LP-VO StF: BGBl. II No. 313/2017, can be found on the website of the Federal Ministry for Digitization and Business Location Wien.

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Functions


Driving Protocol



All of the search criteria below are logically linked by an AND operation as soon as they are used.

Filter by driver, period and checked days

Filter options	
<i>Period quick selection</i>	Here you can easily select a time period from predefined periods. It is possible to fall back to predefined time pdelements from the selection box or to adjust the values of the fields "From" and "To" independently.
<i>Period from</i>	The date on which the delimitation of the log days should start.
<i>Period to</i>	The date on which the delimitation of the log days should end.
<i>Driver</i>	Here you can restrict the search to a specific driver.
<i>Hide successfully checked days</i>	This will only show unchecked days.

Buttons of the Quickbar

	<i>Export</i>	Here you can export all driving protocols as a PDF. The active filter restrictions for data containment are used.
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	<i>Set up Quicklink</i>	Set up page as QuickLink.
	<i>Help</i>	Go to the help page in the documentation.

The driving protocol in the overview

Each day with log entries available has a diagram of the activities, a tabular presentation of the individual bookings and a summary per day of all activities and vehicles which were used.

If the driver used vehicles for which the portal user does not have the corresponding rights, the logs may be not complete. Therefore before marking it as examined or inserting further records, it should be ensured that the portal user may get the rights for the missing vehicles.

For a successful mark as checked the protocol has to be complete. A day must always end with a "finish". If a steering protocol has been marked as checked once, the data records can not be changed anymore. Comments can be added to all activities, except for the driving end, because this is not printed on the PDF output.

Using the checkboxes for each log day, all required days can be selected. By using the icons above the filter options, the selected days can all be marked as checked at once or exported as a PDF. If selected days do not meet the criteria of a complete protocol and can therefore be not successfully marked as checked, this is displayed in an overview.

Action column for each record

There is an action column for each record.

Show position on map

This selection opens a box that displays the position at the time the activity began.

Show History

If a record has already been edited, you can view all changes in a separate dialog.

Show sign

If a signature has been sent at the end of the journey, it can be displayed in a separate dialog.

Edit data record

Each record can be edited. Editing the mileage is only possible for records in which this was transmitted from the display. Is only available if the day has not yet been marked as checked.

Delete data record

Any record that is not a driving end with a corresponding signature can be deleted. Is only available if the day has not yet been marked as checked.

Action column in the summary

There is an action column for each summary of a log day.

Export driving protocol

The single daily protocol is exported as a PDF.

Insert data record

Another record can be added to the daily log.

mark as checked

The single daily log is marked as checked.

Protocol deadlines

The legislator stipulates that the steering protocols must be checked at least every 30 days resp. marked as checked.

Here you will find an overview of all drivers and the status of their checked or unchecked steering protocols.

The red bar indicates that logs with an age of > 30 days have not yet been checked.

The orange bar indicates that unchecked logs are older than 10 days but have not yet passed 30 days.

The green bar indicates that there are no unchecked logs older than 10 days.

By clicking on the date you will get back to the steering protocol and receive all the driver's unchecked logs since the oldest unchecked steering protocol.

Settings

Settings for the PDF export of the steering protocol can be set in the "Settings" tab.

Basic settings

The following protocol types can be selected for export in the basic settings:

- no exception according to § 5 Abs. 3 LP-VO (only the activities steering, steering break and rest are issued)
- with exception of § 5 Abs. 3 LP-VO (all activities incl. work readiness and other working hours are spent)

You can also choose whether the change history of changed data records should be exported.

These settings are related to the portal user.