



IMTA WEBINAR

UNLOCKING COMPLIANCE

The Key Factors to a Successful DQ File Management Strategy



THURSDAY, NOVEMBER 20TH | 1:00 PM | ZOOM

WHAT YOU CAN EXPECT

When it comes to FMCSA compliance, your driver qualification (DQ) files are more than just paperwork—they're your front line of defense during audits, inspections, and roadside checks. Unlocking Compliance: The Key Factors to a Successful DQ File Management Strategy dives into the regulations that govern DQ files and offers proven habits to maintain compliance with confidence. Whether you're managing files manually or using a digital platform, this session will help you identify gaps, reduce risk, and build a strategy that works for your operation.

Join us as we walk through the essential components of FMCSA-compliant driver files, common pitfalls to avoid, and practical workflows that streamline the entire lifecycle—from onboarding to ongoing renewals. You'll leave with tools and insights that help you protect your business, support your safety culture, and be audit-ready at any time.

THE CONVERSATION AHEAD

- **Understanding FMCSA DQ File Requirements:** A breakdown of the required components of a compliant driver file, from application and MVR to medical cards and safety performance history.
- **Building Strong Onboarding Habits:** Best practices for collecting and verifying driver documentation during the hiring process to ensure compliance from day one.
- **Staying Ahead of Renewals and Expirations:** How to create consistent workflows and reminders to manage medical recertifications, MVR checks, and license renewals.
- **Audit-Proofing Your Process:** Tips to organize, store, and access documents efficiently so you can respond to audits or inspections without scrambling.
- **Tools and Technology That Support Compliance:** How modern DQ file management systems, like DQM Connect, can help automate compliance tasks, track performance, and reduce administrative burden.

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Emily Buchanan
*Director of Solution
Development
DQM Connect*

Emily Buchanan began her career at VLC as a PFR, motor carrier permit, and title expert, quickly earning a reputation for her deep knowledge of transportation compliance. Her work with carrier operations led her into driver qualification file management, where she developed practical workflows for fleets of all sizes. Today, she leads the development of DQM Connect and serves as VLC's in-house FMCSA driver file expert, helping customers stay compliant and audit-ready.