

New DVIR Web Portal – Facility Operator Instructions

1. **New Login for all DVIR Users – a new single login page has been developed where all DVIR users will login with their User Name and Password.**

Welcome to DVIR
(Driver Vehicle Inspection Reporting)

- Click here to register as an Intermodal Equipment Provider
- Click here to register as a Motor Carrier
- Click here to register as an M & R Vendor
- Click here to register as a Facility Operator

DVIR
DRIVER VEHICLE
INSPECTION REPORTING

Username _____

Password _____

[Login](#) [Clear](#)

[Forgot username or password ? Click here](#)

2. **Dashboard – Once logged in, user will see a new dashboard displayed. This will show total IEPs that have selected the logged in Facility Operator as a FO and designated the FO to receive DVIR info on their behalf. The dashboard will also show a breakdown of DVIRs for each IEP that the FO is selected broken down by RCDs.**

Last Login Date Time : 08/08/2018 14:01:38 Last Login Ip Address : 192.168.100.117 [MRV](#) [Logout](#)

DVIR
DRIVER VEHICLE
INSPECTION REPORTING

DVIR Search Settings

Home

DASHBOARD

MY IEP(s) IN 2018 SO FAR

Total IEP(s) Selected Your Location	1
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RCD REPORTED IN 2018 SO FAR

IEP NAME	Brakes	Lights	Wheel	Air Line	Coupling	Frame	Bolster	Fastener	Slider	No Defects
	01	02	03	04	05	06	07	08	09	00
J. B. Hunt Transport Services, Inc.	0	0	0	0	0	6	0	0	0	12

[DOWNLOAD REPORT](#)

3. The DVIR Search – FOs have the option under DVIR Search tab at the top of the page to search DVIR by Chassis ID. Users can search for a DVIR by various parameters, including the chassis ID number.

The screenshot displays the DVIR (Driver Vehicle Inspection Reporting) system interface. At the top left is the DVIR logo with the text "DRIVER VEHICLE INSPECTION REPORTING". In the top right corner, there are navigation tabs for "DVIR Search" and "Settings", both with dropdown arrows. A red arrow points from the text in the first block to the "DVIR Search" tab. Below the navigation is a breadcrumb trail: "Home / Search DVIR by Chassis ID". The main content area is titled "DVIR INQUIRY VIA CHASSIS". On the left side, there is a search form with the following fields and options: "Chassis ID" (text input), "IANA Location Code" (radio button, selected), "Rail Facility/SPLC Code" (radio button), "SELECT LOCATION/FACILITY" (blue button), "IANA Facility Code / SPLC" (text input), "Start Date" (text input), "End Date" (text input), and "Include NO-DEFFECTS" (checkbox). At the bottom of the form are three buttons: "SEARCH" (orange), "RESET" (yellow), and "CLOSE" (red). On the right side, there is a "SEARCH RESULTS" section with a table header containing "DVIR NO", "INSP DATE", "IEP DOT", "IEP NAME", and "RCD". Below the header, a red message states: "Please enter search criteria to view filtered results or simply click on search to view all the result". A red arrow points from the text in the first block to the search input field in the "SEARCH RESULTS" section.

4. Under Settings – Facility Operators have four options to select from:

- Add Location You Service
- View Your Locations
- Manage Company Details
- List of IEPs that have selected your location

Below are the screenshots for the four options under Settings:

ADD Location You Service – This allows an Facility Operator to add an additional location that their company services. User will first SELECT FACILITY the MRV wants to add.

SELECT THE LOCATION/FACILITY YOU SERVICE

SELECT FACILITY YOU SERVICE

IANA Facility Code/SPLC *

Facility/Port Name*

State*

Select your Role for this location*

M & R Vendor
 Facility Operator
 Both

PLEASE SELECT DVIR OUTPUT METHOD FROM THE FOLLOWING OPTIONS

322 315 XML Email

Do you want to receive NO DEFECT DVIR?* YES NO

This will display a listing of locations where FO can search by State to select the new location they wish to add. FO will need to check the box next to the location they want to add and click DONE.

IANA INTERMODAL LOCATION CODES



Note : Locations are in alphabetical order.

Please note SPLC Codes for some locations are currently being validated and have not yet been assigned.

Filter by State

DONE

CLOSE

SEARCH RESULTS

	IANA Code	SPLC	Facility Name	Address	City	State
<input type="radio"/>	9022401		3PLUS LOGISTICS CO	20250 S ALAMEDA ST.	RANCHO DOMINGUEZ	CA
<input type="radio"/>	2122401		A H GARDNER & SON	2207 S. NEWKIRK ST.	BALTIMORE	MD
<input type="radio"/>	9074417	883178318	A M CONTAINERS SERVICE	505 EAST G	WILMINGTON	CA

This will then populate the location on the original screen for the Facility Operator to select their role (MRV, Facility Operator or Both) and how they wish to receive data from the DVIR application for this location. Then Click on SAVE.

The screenshot shows the 'ADD LOCATION YOU SERVICE' form. On the left, the 'SELECT FACILITY YOU SERVICE' section includes a dropdown menu, an 'IANA Facility Code/SPLC *' field with the value '2122401', a 'Facility/Port Name*' field with 'A H GARDNER & SON', a 'State*' field with 'MD', and a 'Select your Role for this location*' section with radio buttons for 'M & R Vendor', 'Facility Operator', and 'Both'. A yellow callout box with a red arrow points to the 'Both' option, containing the text 'Select Role MRV, Facility Operator or Both'. On the right, the 'PLEASE SELECT DVIR OUTPUT METHOD FROM THE FOLLOWING OPTIONS' section has radio buttons for '322', '315', 'XML', and 'Email'. A yellow callout box with a red arrow points to the 'XML' option, containing the text 'Select Role Communication Method'. Below the form are 'SAVE' and 'CLOSE' buttons.

View Your Locations – This is a screen that will show a list of locations that the Facility Operator serves

The screenshot shows the 'VIEW YOUR LOCATIONS' screen. It features a table with the following data:

SELECT	FACILITY NAME	ROLE	DVIR TYPE
<input type="checkbox"/>	BNSF - HOBART (HOB)	MR	EMAIL

Below the table are 'DELETE' and 'CLOSE' buttons. A note above the table reads: 'Note: Below are the locations that your company services:'. The page also includes the DVIR logo and navigation links for 'Home / View Your Locations', 'DVIR Search', and 'Settings'.

List IEPs that Have Selected Your Locations – This screen is a list that shows the IEPs that have select your company as an Facility Operator



LOCATIONS

LIST OF YOUR COMPANY'S LOCATIONS SELECTED BY IEPs

Note: List of IEPs are in alpha order by Facility Name.

Facility Name	IEP Name
BNSF - HOBART (HOB) [LOS ANGELES,CA]	<ul style="list-style-type: none">- J. B. Hunt Transport Services, Inc.- Simple Food Distribution- Sea Castle Inc.- Crowley- NORFOLK SOUTHERN CORP

CLOSE

Manage Company Details – This screen is where company information is maintained and also where user can changed its password.



DVIR Search ▼

Settings ▼

Home / Manage Company Details

MANAGE COMPANY DETAILS

GENERAL DETAILS

Company Name*

MRV 1 Demo Account

SCAC Code

SCAC Code

First name *

Test

Middle name

Middle name

Last name*

Test

Title*

Test

Email*

piyushbpanchal@gmail.com

Address Line1*

Test

Address Line2

Address Line2

Zip/Postal Code*

38940-0001

City*

Holcomb

State/Province*

MS

Country*

US

Phone No.*

(111)111-1111 Ext: 11111

Fax No.*

(111)111-1111

Technical Contact Details same as above?*

Yes No

Billing Contact Details same as above?*

Yes No

ACCOUNT ACCESS INFORMATION

Username*

mrv1

Password*

Password

Confirm

Password*

Confirm Passwo