DRIVER SCORECARD

Performance Evaluation Template

FIRST UNDERWRITERS
Insurance Brokers
www.firstunderwriters.com

DRIVER INFORMATION

Driver Name: _____ **CDL Number:** _____

Hire Date: _____ **Review Period:** _____ **Date:** _____

Evaluator: _____ **Terminal/Location:** _____

SCORING GUIDE: 1 = Unsatisfactory | 2 = Needs Improvement | 3 = Meets Expectations | 4 = Exceeds Expectations | 5 = Outstanding

1. SAFETY PERFORMANCE

Metric	Data/Count	Score (1-5)	Notes
Preventable Accidents (period)		1 2 3 4 5	
DOT Recordable Incidents		1 2 3 4 5	
Moving Violations / Citations		1 2 3 4 5	
Roadside Inspection Results (% clean)		1 2 3 4 5	
Near-Miss Reports Filed		1 2 3 4 5	
Seat Belt Compliance		1 2 3 4 5	

2. REGULATORY COMPLIANCE

Metric	Data/Count	Score (1-5)	Notes
Hours of Service Violations		1 2 3 4 5	
ELD Compliance / Proper Use		1 2 3 4 5	
Medical Certificate Current		1 2 3 4 5	
CDL & Endorsements Current		1 2 3 4 5	
Required Training Completed		1 2 3 4 5	
DVIR Completion & Accuracy		1 2 3 4 5	

3. DRIVING BEHAVIOR & TELEMATICS

Metric	Data/Count	Score (1-5)	Notes
Hard Braking Events (per 1,000 mi)		1 2 3 4 5	
Speeding Events (per 1,000 mi)		1 2 3 4 5	
Rapid Acceleration Events		1 2 3 4 5	
Following Distance Alerts		1 2 3 4 5	
Distracted Driving Events		1 2 3 4 5	
Idle Time (% over threshold)		1 2 3 4 5	
Fuel Efficiency (MPG vs. target)		1 2 3 4 5	

4. CARGO SECUREMENT & VEHICLE CARE

Metric	Data/Count	Score (1-5)	Notes
Cargo Securement Compliance		1 2 3 4 5	
Load Damage Claims (period)		1 2 3 4 5	
Pre-Trip / Post-Trip Inspections		1 2 3 4 5	
Vehicle Cleanliness & Maintenance		1 2 3 4 5	
Defect Reporting Timeliness		1 2 3 4 5	

5. PROFESSIONALISM & COMMUNICATION

Metric	Data/Count	Score (1-5)	Notes
On-Time Delivery Performance (%)		1 2 3 4 5	
Customer Complaint Frequency		1 2 3 4 5	
Communication with Dispatch		1 2 3 4 5	
Professional Appearance / Conduct		1 2 3 4 5	
Teamwork & Cooperation		1 2 3 4 5	

OVERALL SCORE SUMMARY

1. Safety Performance	2. Regulatory Compliance	3. Driving Behavior	4. Cargo & Vehicle Care	5. Professionalism & Communication	OVERALL SCORE
__ / 5	__ / 5	__ / 5	__ / 5	__ / 5	__ / 5

4.5 - 5.0 = OUTSTANDING | 3.5 - 4.4 = EXCEEDS EXPECTATIONS | 2.5 - 3.4 = MEETS EXPECTATIONS | 1.5 - 2.4 = NEEDS IMPROVEMENT | 1.0 - 1.4 = UNSATISFACTORY

MANAGER COMMENTS & ACTION PLAN

Key Strengths:

Areas for Improvement:

Action Items / Goals for Next Period:

SIGNATURES

Evaluator / Manager:

Signature Date

Driver Acknowledgment:

Signature Date

Driver's signature acknowledges receipt and review of this scorecard. It does not necessarily indicate agreement with all evaluations.