

PACKING CHECKLIST

SCHNEIDER ORIENTATION

FORMS AND DOCUMENTATION

- ☐ CDL (most recent / not expired)
- ☐ If completing a Schneider physical prior to attending orientation, bring the **Medical Examiner's Certificate (MEC)**
- ☐ Documents for I-9 Form
 - ☐ See second page for a list of acceptable documents.
 - ☐ Failure to provide required documentation within three business days could result in leaving orientation.
- ☐ Transportation Worker Identification Credential Card *(if applicable)*
- ☐ Documents to set up direct deposit
 - ☐ Voided blank check for checking account or MICR sheet with routing number for savings account
- ☐ CPAP machine with compliance data report *(if applicable)*
- ☐ **Experienced only:** please bring your last seven days of logs.

OTHER

- ☐ Money for meals and incidentals
 - ☐ Hotels provide breakfast.
 - ☐ Lunch is provided on days there is classroom instruction.
 - ☐ No meals are provided while over the road with a Training Engineer (TE) *(if applicable)*.
 - ☐ TEs do have refrigerators or coolers available in the truck for food. Purchase food items prior to time out with the TE.
- ☐ Classroom materials
 - ☐ Black ink pen and pencil
 - ☐ Calculator
 - ☐ Highlighter
 - ☐ Flashlight
 - ☐ Gloves
- ☐ Any prescriptions
 - ☐ Medication, eyewear, etc.
 - ☐ Personal hygiene products (deodorant, toothpaste, feminine products, etc.)

- ☐ 34-hour restart available prior to orientation.
- ☐ Limited to 1 piece of luggage.
- ☐ **Inexperienced only:** Pack bedding (sleeping bag, sheets and/or blankets), pillow, sleepwear and shower shoes for time out with the Training Engineer.

CLOTHING

- ☐ Shirts
 - ☐ Long or short sleeved shirts. No tank tops.
 - ☐ All shirts must have appropriate writing/logos/graphics.
 - ☐ **Tanker and Flatbed** drivers are required to pack long sleeved shirts.
- ☐ Jeans, cargo pants, work pants and shorts (athletic or non-athletic)
 - ☐ No jogging pants, sweatpants or leggings.
 - ☐ Shorts cannot be more than six inches above the knee.
 - ☐ **Tanker and Flatbed** drivers are required to wear jeans, cargo pants or work pants at all times.
- ☐ Boots or shoes
 - ☐ Bring boots or shoes with non-skid soles.
 - ☐ The sole must be stamped with slip and oil resistant or a manufacturer marking indicating as such.
 - ☐ If purchasing boots through Schneider, sizes range up to 17EW. *Not available currently for purchase in Fort Worth, TX.*
 - ☐ **Flatbed and Dedicated Liftgate accounts** require protective toes.
 - ☐ **Bulk** requires all the above plus 6-inch leather uppers.
- ☐ All weather gear
 - ☐ Check the forecast for the area you will be driving in and consider packing the following:
 - ☐ Heavy coat
 - ☐ Rain jacket
 - ☐ Winter hat and gloves

SCHNEIDER

IMPORTANT: IDENTITY AND EMPLOYMENT ELIGIBILITY DOCUMENTS

In order to complete an Employment Eligibility Verification form, you will need to bring documents to training that verify your identity and employment eligibility. A listing of acceptable documents is listed below. You will need either one document from List A or one document from both List B and List C. All documents must be unexpired.

LIST A

Documents that establish both identity and employment authorization

- ☐ U.S. Passport or U.S. Passport Card
- ☐ Permanent Resident Card or Alien Registration Receipt Card (Form I-551)
- ☐ Foreign passport that contains a temporary I-551 stamp or temporary I-551 printed notation on a machine readable immigrant visa
- ☐ Employment Authorization Document that contains a photograph (Form I-766)
- ☐ For an individual temporarily authorized to work for a specific employer because of his or her status or parole:
 - a. Foreign passport; and
 - b. Form I-94 or Form I-94A that has the following:
 - (1) The same name as the passport; and
 - (2) An endorsement of the individual's status or parole as long as that period of endorsement has not yet expired and the proposed employment is not in conflict with any restrictions or limitations identified on the form.
- ☐ Passport from the Federal States of Micronesia (FSM) or the Republic of the Marshall Islands (RMI) with Form I-94 or Form I-94a indicating nonimmigrant admission under the Compact of Free Association between the United States and the FSM or RMI

OR

LIST B

Documents that establish identity

- ☐ Driver license or ID card issued by a state or outlying possession of the United States provided it contains a photograph or information such as name, date of birth, gender, height, eye color and address
- ☐ ID card issued by federal, state or local government agencies or entities, provided it contains a photograph or information such as name, date of birth, gender, height, eye color and address
- ☐ School ID card with a photograph
- ☐ Voter Registration Card
- ☐ U.S. Military Card or draft record
- ☐ Military Dependents ID Card
- ☐ U.S. Coast Guard Merchant Mariner Card
- ☐ Native American tribal document
- ☐ Driver license issued by a Canadian government authority

AND

LIST C

Documents that establish employment authorization

- ☐ Social Security Account Number card, unless the card includes one of the following restrictions:
 1. NOT VALID FOR EMPLOYMENT
 2. VALID FOR WORK ONLY WITH INS AUTHORIZATION
 3. VALID FOR WORK ONLY WITH DHS AUTHORIZATION
- ☐ Certification of report birth issued by the Department of State (Form FS-545)
- ☐ Certification of report of birth issued by the Department of State (Form DS-1350, FS-545, FS-240)
- ☐ Original or certified copy of birth certificate issued by a state, county, municipal authority or territory of the United States bearing an official seal
- ☐ Native American tribal document
- ☐ U.S. Citizen ID Card (Form I-197)
- ☐ Identification Card for Use of Resident Citizen in the United States (Form I-179)
- ☐ Employment Authorization Document issued by the Department of Homeland Security

For examples, **Section 7** and **Section 13** of the M-274 on uscis.gov/i-9-central

The Form I-766, Employment Authorization Document, is a List A, **Item Number 4** document, not a List C document

Acceptable Receipts

May be presented in lieu of a document listed above for a temporary period. For receipt validity dates, see the M-274.

- | | | | |
|---|----|---|---|
| <input type="checkbox"/> Receipt for a replacement of a lost, stolen, or damaged List A document. | OR | <input type="checkbox"/> Receipt for a replacement of a lost, stolen, or damaged List B document. | <input type="checkbox"/> Receipt for a replacement of a lost, stolen, or damaged List C document. |
| <input type="checkbox"/> Form I-94 issued to a lawful permanent resident that contains an I-551 stamp and a photograph of the individual. | | | |
| <input type="checkbox"/> Form I-94 with "RE" notation or refugee stamp issued to a refugee. | | | |

SCHNEIDER