

Email Notifications

Non-Compliant Notice & Approaching Expiration

We're excited to offer a new feature that will alert you of documents that are approaching expiration (every Tuesday/Thursday) and documents that are non-compliant (every Wednesday/Friday).

- If you're interested in receiving these notifications, please email FXGCMSSupport@fadv.com and enter "Email Notification Request" in the subject line.
- In the body of the email please indicate which users would like to be setup with these notifications.

Non-Compliant Notice Example

Caution! This email originated outside of FedEx. Please do not open attachments or click links from an unknown or suspicious origin.

FEDEX GROUND PACKAGE SYSTEM

This e-mail is notification to inform you of the employees at your location with missing, incomplete and/or expired documents in their Driver Qualification Files currently monitored by First Advantage. Please review the Driver Qualification Files for employees listed below, and take appropriate action to ensure all Driver Qualification Files are compliant. Be sure to review journal notes that may explain what is needed in order to make documents compliant.

The affected employees and items are:

Driver Id	Days Expired	Days Non-Complaint	Driver Name	Section	Explanation	Journal Note
1616818		763	Test Driver	FXG Application	Employers Name Incomplete/Missing	Incomplete application
1616818		764	Test Driver	FXG MEC	Expired	
1616818		764	Test Driver	FXG ROAD TEST	Missing Document	
2043094		140	Test Driver	FXG ROAD TEST	Missing Document	
2059288		122	Test Driver	FXG ROAD TEST	Missing Document	
2082300		79	Test Driver	FXG MEC	Expired	

Approaching Expiration Example

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FEDEX GROUND PACKAGE SYSTEM

This email is notification one or more driver(s) in your department has Driver Qualification File document(s) approaching an expiration date. Noted below are the employee name(s) and the type of document(s) approaching expiration. In accordance with federal transportation laws, drivers with expired documents are not permitted to driver commercial motor vehicles. Action is required to ensure the document is received prior to expiration to keep the driver(s) file(s) compliant.

Driver Id	Driver Name	Section	Expiration
1677688	Test Driver	FXG MVR	Apr 1, 2023
2035118	Test Driver	FXG MVR	Apr 1, 2023
2043094	Test Driver	FXG MEC	Apr 12, 2023