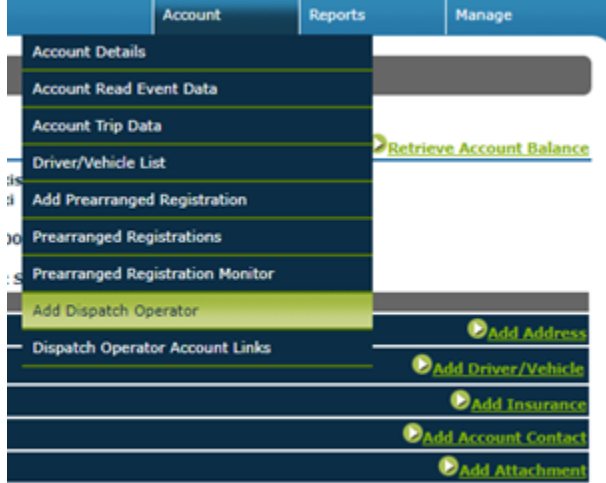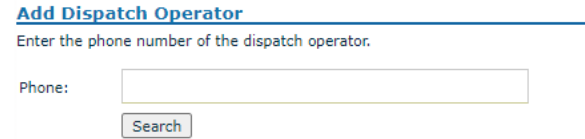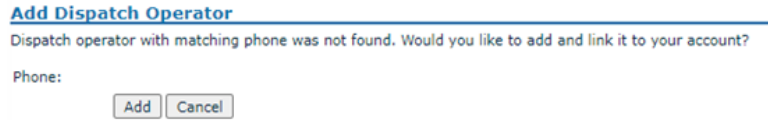# Driver Management

Drivers will be required to login to the eDispatch Portal to add themselves to the Virtual Holding Queue. This functionality is used with the Prearranged Trip process to ensure that Commercial Vehicles are matched with their Prearranged Trip and to assign them access to a Bus Bay Zone at the curb.

For more information about the eDispatch Portal refer to https://www.yvr.ca/en/business/work-with-yvr/driver-operators/commercial-vehicle-operators/quick-reference-guides.
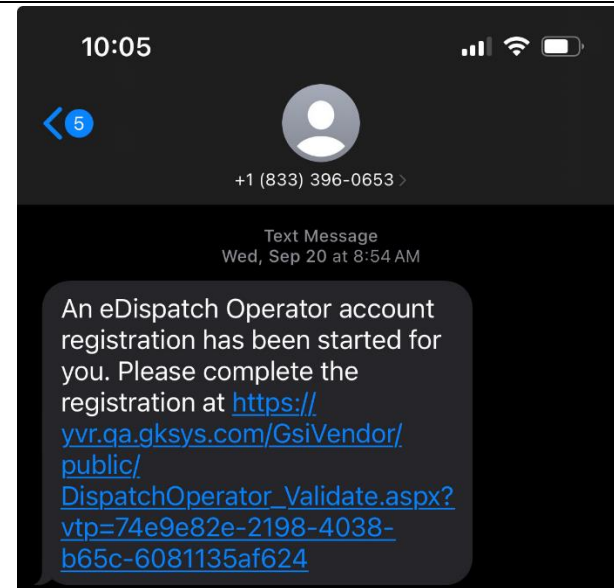
Add a Driver

Steps	Examples
Log into GateKeeper Vendor https://yvr.gtcvms.com/GSIVendor	

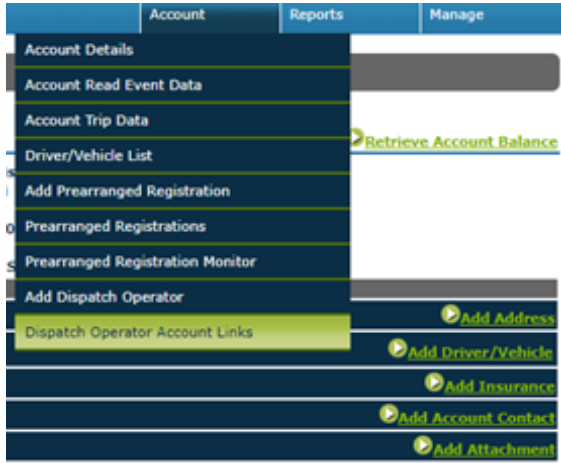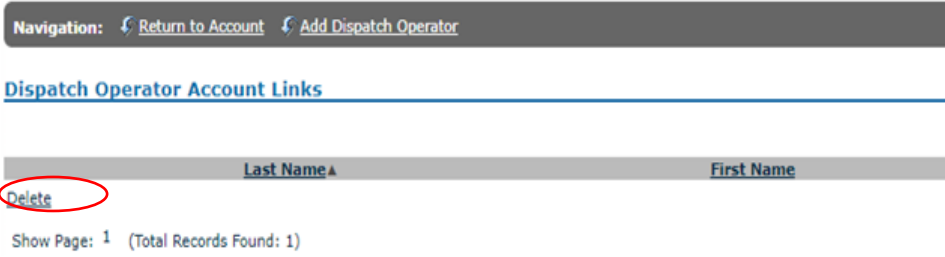|	
Under "Account" select *Add Dispatch Operator*	
Type in cellular phone number of Driver and select *Search*	
If cellular phone number is correct, select *Add.* Note: If the Driver has previously registered for an account, their name should appear as well on this screen.	

The Driver should receive a text message with a link to set up an account.	**10:05** +1 (833) 396-0653 > Text Message Wed, Sep 20 at 8:54 AM An eDispatch Operator account registration has been started for you. Please complete the registration at https://yvr.qa.gksys.com/GsiVendor/public/DispatchOperator_Validate.aspx?vtp=74e9e82e-2198-4038-b65c-6081135af624

Remove a Driver

Steps	Examples
Log into GateKeeper Vendor https://yvr.gtcvms.com/GSIVendor	
Under Account select *Dispatch Operator Account Links*	
Select *Delete* from the Driver to be removed.	