



Gösta Johansson Åkeri AB Surte

on 16-10-2018

The assessment covered the
"Core" and "Transport Service Specific" elements
and has been carried out using the
Cefic - SQAS Transport Service Questionnaire and
Guidelines.

Report:	86749 (Active)	Module:	Transport Service
Companyname:	Gösta Johansson Åkeri AB	Re-assessment:	16-10-2018 by Johannes Frenzel
Location:	Surte (Sweden)	Expires on:	16-10-2021
Website:	https://www.gjab.com	Company type:	Stand-alone, 10-50 employees

The SQAS assessment report is a statement of facts and this attestation does not express any appreciation of the company's performance. The SQAS Assessment is valid for 3 years.



0. Assessment Information and Scope

0.1. Assessment Information

0.1.1. Assessed Company

Name	Gösta Johansson Åkeri AB
Location (=Town/City)	Surte
Country	SE - Sweden
Postal code	44552
Postal Address	Karonbergsvägen 9 Surte
Phone	+4631979593
Website	https://www.gjab.com
1. Contact Person	Stig Andersson
Email	Stig@lisabe.se
2. Contact Person	Markus Hogslätt
Email	markus@gjab.com
3. Contact Person	
Email	
Headquarter's Name	Gösta Johansson Åkeri AB
Headquarter's Address	Karonbergsvägen 9
Type of company	Stand-alone
For headquarter, name subsidiaries	
For subsidiary, indicate the number of the report of the headquarter	
Company Membership: ECTA - FECC - CBA - Febetra - ANLIC - EFTCO - ...	
Total number of employees for all assessed activities	10-50

0.1.2. Assessor

Lead Assessor

Name	Johannes Frenzel
Assessment Agency	RISE Research Institutes of Sweden
Address	BOX 857 501 15 BORÅS
Country	SE - Sweden
Phone	+46 70 6627105
Mobile Phone	
Email	johannes@frenzel-consulting.se

Other Assessors

Name(s)	-
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Observers

1. Name	
Company	
2. Name	
Company	

0.1.3. Activities Assessed

Road transport	Y
Tank cleaning	N
Intermodal terminal	N
Warehouse Activities	N
Chemical distribution	N
Rail transport	N

0.1.4. Assessment

Assessment

First assessment	N
Re-assessment	Y
1. Report number	83736
2. Report number	
3. Report number	

0.1.5. Assessment dates and duration

Assessment dates and duration

	Date	Duration (number of days)
Core or ESAD Di assessment	15-10-2018	1.0
Specific assessment 1	16-10-2018	1.5
Specific assessment 2		
Previous Core or ESAD Di assessment	13-10-2105	1

Previous Specific assessment 1	14-10-2015	1
Previous Specific assessment 2		

0.1.6.

Scope of assessment - Core Activity

Core activity is included in this assessment	Y
Core activity is covered by other assessment	N
Assessment Date	
Report Nr	

0.2.

Assessed company profile

0.2.1.

Key Contacts

	Name	Location
General Manager	Urban Byström	Surte
Operations Manager	Urban Byström	Surte
Quality Assurance Manager	Markus Hogslätt	Surte
Safety & Health Manager	Markus Hogslätt	Surte
Environmental Manager	Markus Hogslätt	surte
Dangerous Goods Safety Advisor	Stig Andersson	Surte
	Number Certificate DGSA	Valid until
	481130	01-01-2020
Security Advisor	Martin Brocker	Surte

0.2.2.

Systems Certifications

Type	Accredited Certification Body	Scope	Registration Number	Expiry Date
Quality (ISO 9001, etc)	No certificate			
Environment (ISO 14001, etc)	No certificate			
Occupational Health and Safety (OHSAS 18001, etc)	No certificate			
Business ethics or other CSR system (SA 8000, etc)	No certificate			
Energy (ISO 50001, etc.)	No certificate			

Does your company publish a Corporate Social Responsibility Report? N

Has the company faced charges or been subject to legal proceedings related to business ethics (e.g. corruption and bribery, anti-competitive practices) in the past 5 years? N

Percentage of disabled workers out of total workforce (year n-1) 0

0.2.3.

Responsible Care

Is the company a member of an approved Responsible Care Programme? N

|If yes, which?

|For Other, specify

0.2.4.

Infrastructure

Office building	Y
Parking of empty vehicles/tanks/containers	Y
Parking of loaded vehicles/tanks/containers	Y
Toilets for own employees	Y
Toilets for visiting operators/drivers	Y
Showers for own employees	Y
Showers for visiting operators/drivers	N
Canteen present for visiting operators/drivers	N
Temporary storage of packaged products	N
Fuel storage and refuelling	

	Waste storage/treatment	N
	Railway connection	N
	Waterway connection	N
0.2.5.	Incident response	
	Description of onsite incident response team and equipment	Team is office employees, Fire extinguishers, spill prevention equipment
	Description of the local fire brigade (manpower, equipment, response time)	Local fire brigade with equipment for chemicals, about 3-5 minutes response time.
0.2.6.	Emergency equipment	
	Description of emergency equipment that can be used for off-site emergencies.	Normal required ADR-equipment in trucks.
0.2.7.	Valid Operating license	
	Number	See comments
	Scope	See comments
	Validity until	See comments
	Are all activities within the scope of the assessment mentioned in the operating license?	Y
	If not 'Yes' please specify	
0.3.	Transport services	
0.3.1.	Site information	
	Operational activities present at the site	Y
0.3.2.	Main Activities	
	Road transport service bulk liquids	Y
	Road transport service bulk solids	N
	Road transport service packed goods	N
	Intermodal transport	N
	Freight forwarder	N
0.3.3.	Subactivities	
	Temporary storage - transfer	N
	Maintenance workshop	N
	Transfer (intermodal) terminal	N
	Fixed storage tanks present (also tanks for fuel station)	Y
	Tankcontainer heating	N
	Tank and/or trailer repair	N
	Empty container handling	N
	Full container handling	N
	Airfreight (linked)	N
	Shuttle service	N
0.3.4.	Geographical coverage	
	National transport	Y
	International transport	Y
0.3.5.	Type of operators/ drivers	
	Own company drivers	Y
	Number of own company drivers	15
	Fully integrated subcontractors	Y
	Number of fully integrated drivers	3
	Non-integrated subcontractors	Y
	Average of non-integrated drivers per day	2
	Spot subcontracting	N
	Average of spot drivers per day	
	Number of office employees	6
	Number of operators (others than drivers)	0
0.3.6.	Percentage transported	
	Own company drivers (%)	65
	Fully integrated subcontractors (%)	30
	Non-integrated subcontractors (%)	5
	Spot subcontracting (%)	
0.3.7.	Type of transport transported by subcontractor	
	Bulk liquid	Y
	%	99,5
	Bulk solid	N
	%	
	Bulk gas	Y
	%	0,5
	Packed liquid	N
	%	
	Packed solid	N
	%	
	Packed gas	N
	%	

0.3.8.	Products		
	Tonnage chem. transported/handled per year	245000	
	Are dangerous goods transported/handled?	Y	
	% dangerous goods in regard to the total tonnage	95	
	Class of products transported		
	Class 1 : Explosive substances and articles	N	
	Are these products High Consequence Dangerous Goods?		
	Class 2 : Gases	Y	
	Are these products High Consequence Dangerous Goods?	N	
	Flammable gases : tank > 3000l Toxic gases (excl. Aerosols)		
	Class 3 : Flammable liquids	Y	
	Are these products High Consequence Dangerous Goods?	Y	
	Flammable liquids of packaging groups I and II : tanks > 3000l Desensitized explosives		
	Class 4.1. : Flammable solids, self-reactive substances and solid desensitized explosives.	N	
	Are these products High Consequence Dangerous Goods?		
	Desensitized explosives		
	Class 4.2. : Substances liable for spontaneous combustion	N	
	Are these products High Consequence Dangerous Goods?		
	Packing group I : Tank > 3000l		
	Class 4.3. : Substances which in contact with water, emit flammable gases	N	
	Are these products High Consequence Dangerous Goods?		
	Packing group I : Tank > 3000l		
	Class 5.1. : Oxidizing substances	Y	
	Are these products High Consequence Dangerous Goods?	N	
	Oxidizing liquids of packing group I : Tank > 3000l Perchlorates, ammonium nitrate, ammonium nitrate fertilisers and ammonium nitrate emulsions or suspensions or gels : Tanks > 3000l or Bulk > 3000l		
	Class 5.2. : Organic peroxides	N	
	Class 6.1. : Toxic substances	N	
	Are these products High Consequence Dangerous Goods?		
	Toxic substances of packing group I		
	Class 6.2. : Infectious substances	N	
	Are these products High Consequence Dangerous Goods?		
	Infectious substances of Cat A		
	Class 7 : Radioactive material	N	
	Are these products High Consequence Dangerous Goods?		
	Radioactive material see ADR table 1.10.5.for specs		
	Class 8 : Corrosive substances	Y	
	Are these products High Consequence Dangerous Goods?	N	
	Packing group I : Tank > 3000l		
	Class 9 : Miscellaneous dangerous substances and articles	N	
	CMR : Category carcinogenic, mutagenic and reprotoxical	N	
	Does the company handle/transport HCDG goods (ADR 1.10)?	Y	
	Handling of food contact products	N	
	Handling of food products	N	
	Handling of feed products	N	
	The company chooses to be assessed against the Food(contact) & N Feed chapter		
	Handling of chlorinated solvents	N	
	Handling of Pharma products	N	
	Handling of Cosmetic products	N	
	Allergen free business	N	
	0.3.9.	Type of equipment	
		Own company trucks	Y
		Own company packed goods trailers	N
		Own company bulk trailers	Y
		Own company containers	Y
	0.3.10.	Subcontractor services includes	
		Trucks	Y
		Trailers /tanks	N
		Containers	N

				Y/N
C	1.	Management		
C	1.1.	Management Responsibility		
C	1.1.1.	Company Policies		
C	1.1.1.1.	Does the company have a current written policy reflecting management's active commitment to:		
C	1.1.1.1a.	- Safety & Health, Environment, Quality/customers requirements, Security, Behaviour Based Safety, Prohibited drugs narcotics and Alcohol, Training development, Non conformance reporting? <i>Assessor: Policy for BBS is missing. Policies for Non conformance reporting, security and training development is not complete.</i>	RC	0
C	1.1.1.1b.	- Corporate Social Responsibility (CSR) requirements? <i>Assessor: No policy is present</i>	RC	0
C	1.1.1.2.	Are senior managers sufficiently visible and engaged in carrying forward the SHEQ&Sec message? <i>Assessor: Current written information by SMS to all employees and fully integrated subcontractors, Meetings twice/year with all employees and fully integrated subcontractors.</i>	RC	1
C	1.1.1.3.	Does the line management interact and constructively encourage employees to be actively engaged in SHEQ&Sec performance improvement? <i>Assessor: Follow up at HSSE targets is not in place in written information and meetings twice/year with all employees and fully integrated subcontractor.</i>	RC	0
C	1.1.2.	Roles & Responsibilities		
C	1.1.2.1.	Is there an organisation chart and associated job description defining each individual's role within the organisation, including their responsibilities for SHEQ&Sec and CSR		1
C	1.1.3.	Legislation and other requirements		
C	1.1.3.1.	Is there proof available that the company stays abreast of all relevant legislation and legislative developments in the area of SHEQ&Sec and CSR and are persons formally designated or a source defined? <i>Assessor: A person is designated for information about legislation and changes. Changes in legislation related to transport, security in transport, environment and safety & health are communicated in company. No CSR legislation in updated register and some legislation in Safety&Health is missing.</i>	RC	0
C	1.1.3.2.	Is there a procedure present which describes how legislative changes as detailed in the register of legal requirements are communicated and implemented in the company?		1
C	1.1.3.3.	Is a regular review made of the system for compliance with legal requirements ?		1
C	1.1.3.4.	Does the Dangerous Goods Safety Advisor produce an annual report to Management on the Companies' activities in the transport of dangerous goods, in accordance with legal requirements and within six months after year end?		1
C	1.2.	Personnel		
C	1.2.1.	Recruitment		
C	1.2.1.1.	Is there a written recruitment procedure which takes into account relevant experience, competence and education for all employees, including temporary staff?		1
C	1.2.1.2.	Have all operating personnel (drivers, operators, etc.) undergone a periodic medical examination where required by law or the nature of the job? <i>Assessor: No legal requirements. Medical examination for all employees is voluntary every three years.</i>		1
C	1.2.1.3.	Is there a written grievance and disciplinary procedure? <i>Assessor: Written procedure in place in line with Swedish legislation and agreement with labour union.</i>		1
C	1.2.2.	Training		
C	1.2.2.1.	Is there a training programme in place for all personnel that results in an individual training plan and Is the training plan reviewed annually? <i>Assessor: Training plan for staff at office is not complete.</i>	RC	0
C	1.2.2.2.	Are the following subjects covered in the training programme :		
C	1.2.2.2a.	- incident reporting, investigation and analysis ?	RC	0
C	1.2.2.2b.	- dangerous goods handling		1
C	1.2.2.2c.	- specific product or handling needs ? <i>Assessor: Included in introduction training. No records kept for current training.</i>		0
C	1.2.2.2d.	- use of PPE (Personal Protective Equipment) ? <i>Assessor: Included in introduction training and annually training at different customers to get access for loading.</i>	RC	1
C	1.2.2.2e.	- company emergency procedures ? <i>Assessor: Included in introduction training. No records kept for current training.</i>	RC	0

C	1.2.2.2f.	- spill prevention and control ? <i>Assessor: Included in introduction training and annually training at different customers to get access for loading.</i>	RCimp	1
C	1.2.2.2g.	- Behaviour Based Safety (BBS) principles ? <i>Assessor: Not included.</i>	RC	0
C	1.2.2.2h.	- security awareness proportionate to the risk and their role within the business (Security of information should be included)?		1
C	1.2.2.2i.	- risk Assessment and risk Management? <i>Assessor: Not included</i>		0
C	1.2.2.2j.	- Communication skills?		1
C	1.2.2.2k.	- All aspects related to prevention of bribery and corruption? <i>Assessor: Not included</i>		0
C	1.2.2.2l.	- Training in awareness of fatigue and tiredness	RC	1
C	1.2.2.2m.	- Company ethics policy / code of ethics?		0
C	1.2.2.3.	Is a first aid training programme defined for identified persons and implemented ? <i>Assessor: Included in ADR-training and drivers competence training.</i>		1
C	1.2.2.4.	Are records available to support the delivery of the training plan? <i>Assessor: Records are not complete</i>		0
C	1.2.2.5.	Are variances from the plan effectively followed up? <i>Assessor: Plan is followed up for all trainings for drivers</i>		1
C	1.2.2.6.	Is the effectiveness of the training checked for each employee ? <i>Assessor: Customers specific training for access to loading with test, ADR certificate with test, SSG with test.</i>		1
C	1.2.3.	Behaviour Based Safety (BBS)		
C	1.2.3.1.	Has a BBS implementation plan, or an established programme, been set up with targets, resourcing and timeline? <i>Assessor: No plan is present</i>	RC	0
C	1.2.3.2.	Have the respective responsibilities of all personnel in the implementation of BBS been identified ?		0
C	1.3.	SHEQ&Sec & CSR Performance Analysis		
C	1.3.1.	Non-conformance reporting, investigation, analysis and corrective action		
C	1.3.1.1.	Is there a documented system in place for recording non-conformances regarding :		
C	1.3.1.1a.	- accidents & incidents ? <i>Assessor: Non conformance reports are kept regarding to accidents, incidents etc. DGSA is involved when necessary by legal requirement.</i>	RC	1
C	1.3.1.1b.	- breaches of security and threats?	RCimp	0
C	1.3.1.1c.	- unsafe behaviour & unsafe conditions ?	RCimp	1
C	1.3.1.1d.	- regulatory compliance? <i>Assessor: Included in procedure. No reports in file</i>		1
C	1.3.1.1e.	- product contamination ?	RC	1
C	1.3.1.1f.	- product discrepancies and shortshipments ?		1
C	1.3.1.1g.	- quality of services ?		1
C	1.3.1.1h.	- corruption & bribery <i>Assessor: Not included</i>		0
C	1.3.1.1i.	- grievance and disciplinary findings? <i>Assessor: The file is empty when no reports of disciplinary findings are written in company.</i>		1
C	1.3.1.2.	Is a detailed report on non-compliances provided to the responsible management, containing immediate cause, root cause and recommendations for corrective actions to prevent recurrence?	RC	1
C	1.3.1.3.	After an incident/accident are the employees and contractors concerned informed and if necessary trained with the aid of a Root Cause analysis?	RCimp	1
C	1.3.1.4.	Is the customer informed promptly of all non-conformances involving his shipments/products? <i>Assessor: Normally by e-mail and/or phone</i>		1
C	1.3.1.5.	Is the DGSA involved after an incident where dangerous goods were involved?		1
C	1.3.2.	SHEQ&Sec & CSR Objectives and Trend Analysis		
C	1.3.2.1.	Is there a process in place to monitor and analyze SHEQ&Sec & CSR data to identify trends and to set objectives and is there an action plan in place to achieve these objectives ? <i>Assessor: Procedure in place to monitor data but CSR are not included. Trend analyze is not performed the last years.</i>	RC	0
C	1.3.2.2.	Is there a programme in place to measure and improve the use of electricity by the company? <i>Assessor: Only office</i>	RCimp	0
C	1.3.2.3.	Is there a programme in place to measure and improve the use of natural gas by the company? <i>Assessor: No use of natural gas</i>		-

C	1.3.2.4.	Is there a programme in place to measure and optimize the use of water by the company? <i>Assessor: Only office</i>	RCimp	0
C	1.3.2.5.	Is there a programme in place to measure and optimize the use of gasoil by the company? <i>Assessor: No use og gasoil for heating</i>		-
C	1.3.2.6.	Is a programme in place to measure and improve the output of emissions? <i>Assessor: No programme in place</i>		0
C	1.3.2.7.	Is a programme in place to measure and to reduce the waste generated by the company activities?		0
C	1.3.2.8.	Has the Safety, Health, Environment action plan of the company been reviewed against the applicable Responsible Care Programme ?	RC	0
C	1.3.2.9.	Does the company promote the principles of Responsible Care to logistic partners? <i>Assessor: No promotion of Responsible Care</i>	RC	0
C	1.4.	Management Review		
C	1.4.1.	Management Meetings		
C	1.4.1.1.	Is a formal management meeting held at least once a year to review the management system?. This includes the SHEQ&Sec and CSR requirements <i>Assessor: Management meeting is held but no evidence that all relevant questions has been handled.</i>	RC	0
C	1.4.1.2.	Does senior management monitor progress versus targets on SHEQ&Sec & CSR matters at relevant management meetings?	RCimp	0
C	1.4.1.3.	Is there evidence that learning points from SHEQ&Sec issues are shared with the workforce ?	RCimp	1
C	1.4.2.	Internal Audit		
C	1.4.2.1.	Is there a documented plan for internal auditing of all areas referred to in SQAS and covering compliance with applicable legislation and permits? <i>Assessor: Auditing plan is not complete with all areas in SQAS. Fully integrated subcontractors are not included in plan.</i>	RC	0
C	1.4.2.2.	For non-conformances identified in the audits, are action plans developed and are corrective actions taken ? <i>Assessor: Only one report from internal audit is present. This report has no reported non conformances, only one improvment question.</i>	RCimp	0
C	1.4.2.3.	Do those carrying out auditing have training and/or competence in auditing and evaluation techniques ?		1
C	1.4.2.4.	Are safety walk abouts carried out and documented by appropriate managers on a periodical basis? <i>Assessor: Safety walk is carried out every month</i>	RCimp	1

				Y/N
C	2.	Safety, Health, Environment & Security & CSR		
C	2.1.	Risk assessment and management		
C	2.1.1.	Is there a process to assess and document the Safety, Health, Environmental, Security risks and working conditions , related to all activities of the company, considering following aspects ?		
C	2.1.1.a.	- start-up of new operations/activities (e.g. new products, new routes) ? <i>Assessor: Procedure is present but not fully implemented.</i>	RC	0
C	2.1.1.b.	- change of operations/activities (Management of Change) ? <i>Assessor: Risk assessment for changing in organisation and change in tank equipment is present.</i>	RCimp	1
C	2.1.1.c.	- periodic review of risks on current activities? <i>Assessor: Procedure for all current activities is not complete and documentation is not complete.</i>	RC	0
C	2.1.2.	Has a risk assessment been conducted regarding computer information on customers, products and operations and are measures taken to mitigate identified risks?		1
C	2.1.3.	Are measures taken to control/mitigate all identified risks ? <i>Assessor: Company has taken measures to control all identified risks with e.g. instruction, drivers training etc.</i>	RC	1
C	2.1.4.	Does the medical examination take into consideration the result of the risk assessment?		0
C	2.2.	Safety		
C	2.2.1.	Personal Protective Equipment (PPE)		
C	2.2.1.1.	Is there a written procedure defining what PPE has to be used under what circumstances ?	RC	1
C	2.2.1.2.	Is the PPE regularly checked (before use and at set intervals) and replaced when required ? <i>Assessor: Drivers are responsible for checking the PPE. No register or documentation is kept</i>		0
C	2.2.1.3.	Are instructions and training provided when category III PPE or other specific precautions are needed and used? <i>Assessor: Instructions at customer for specific equipment like harness</i>	RC	1
C	2.2.2.	On site Emergency Preparedness and Response		
C	2.2.2.1.	Is there a written plan for dealing with on-site emergencies and potential crises?	RC	1
C	2.2.2.2.	Does this written plan contain the following information :		
C	2.2.2.2a.	- individual responsibilities ?		1
C	2.2.2.2b.	- arrangements for 24/7 hours coverage by trained responders ?		1
C	2.2.2.2c.	- a list of the different parties to be informed with their contact details (customers, authorities) ?		1
C	2.2.2.2d.	- a procedure for handling the information towards the neighbourhood, the press and other interested parties of serious accidents/incidents that happened on site?		1
C	2.2.2.3.	Is the emergency equipment maintained, tested or checked on a regular basis?		1
C	2.2.2.4.	Has there been a comprehensive test of the emergency plan for on-site emergencies during the past 12 months ? <i>Assessor: No test is performed</i>		0
C	2.2.2.5.	Is there a documented business continuity plan and does this plan contain the customer contacts to be informed ?		1
C	2.3.	Health		
C	2.3.1.	Is the operating site informed about the relevant regulations for all products transported and/or handled ?		1
C	2.3.2.	Are current Safety Data Sheets available on site from the manufacturers for all products transported and/or handled?	RC	1
C	2.4.	Security		
C	2.4.1.	Is there a system to monitor entry, exit and to limit access to restricted areas of all personnel and visitors through positive identification ? <i>Assessor: Gate to parking area is open daytime, alarm at gate and fences, patrolling guard during night, camera surveillance at site, front door at office is locked.</i>		1
C	2.4.2.	Is there a procedure in place, requiring documented periodical inspections, to identify breaches in the security of the buildings/premises?	RCimp	1
C	2.4.3.	Is a system in place to ensure that communication dialogue and information exchange on security issues is appropriate?		1
C	2.4.4.	Is a system in place to ensure that response to security threats and		1

incident are defined?

C	2.5.	Labour Policy and human rights		
C	2.5.1.	Are specific mechanisms in place to ensure effective implementation of your company's Career Management and training policy?		1
C	2.5.2.	Are specific mechanisms in place to ensure effective implementation of your company's non discrimination policy <i>Assessor: No non discrimination policy in place and this mechanism is not in place</i>	RC	0
C	2.5.3.	Are specific mechanisms in place to ensure effective implementation of your company's policy about child labour? <i>Assessor: Company follow swedish legislation</i>		1
C	2.5.4.	Does the company ensure that no forced,bonded or involuntary prison labor is employed?		1
C	2.6.	Fair business practices		
C	2.6.1.	Has the company formalized the fair business practices ?		0
C	2.6.2.	Are there mechanisms in place to ensure effective implementation of the anti-corruption and bribery policy? (including for instance: conflict of interest, fraud, money laundering) <i>Assessor: No policy or procedure is present</i>	RC	0
C	2.6.3.	Are there mechanisms in place to ensure effective implementation of the anti-competitive practices policy? <i>Assessor: No policy or procedure is present</i>		0
C	2.7.	Environment		
C	2.7.1.	Is the final destination of any waste a legally approved waste disposal facility?		1
C	2.7.2.	Has the company identified significant potential or known impact on soil and groundwater from current activities/operations (e.g. groundwater contamination)?		1

C	3.	Procurement of services		<input type="text" value="Y/N"/>
C	3.1.	Service partners		
C	3.1.1.	Is there a documented process defining and choosing the logistics solution and selecting the service partners for each business assigned to the company including a risk assessment covering SHEQ&Sec&CSR elements? <i>Assessor: Process not complete with risk assessment for different service partners</i>	RCimp	<input type="text" value="0"/>
C	3.1.2.	Has the company a documented process for the evaluation and performance monitoring of all its service partners ?	RC	<input type="text" value="0"/>
C	3.1.3.	Are annual SHEQ&Sec & CSR targets set for, and communicated to all involved service providers in the supply chain ?		<input type="text" value="0"/>
C	3.1.4.	Does the company actively monitor the service providers actions to ensure achievement of all these targets ?	RCimp	<input type="text" value="0"/>
C	3.1.5.	Is there a documented plan for assessing subcontractors in all areas referred to in SQAS and their compliance with legal requirements?	RCimp	<input type="text" value="0"/>
C	3.2.	Contractors		
C	3.2.1.	Are contractors, working on site other than logistics service contractors, provided with relevant health, safety, security, environmental and CSR information to ensure that on site services are performed safely? <i>Assessor: Only office and parking area at site.</i>	RCimp	<input type="text" value="-"/>

			Y/N
4.	Supply chain management and subcontracting		
4.1.	Supply chain management		
4.1.1.	Is the segregation of goods checked and controlled from the planning through to the loading stage ?		1
4.1.2.	Has the company a documented process to control its services from loading point to delivery at the final consignee ? <i>Assessor: Information in order system, GPS in all vehicles</i>		1
4.1.3.	Are all customer instructions and requirements followed through the complete supply chain?		1
4.1.4.	Does the company have a formal process in place enabling on-time delivery reporting and follow-up at all stages of the supply chain (including the identity of any person and the reason for causing or requesting changes) ? <i>Assessor: On customers request</i>		1
4.2.	Subcontracting services		
4.2.1.	Subcontracting policy		
4.2.1.1.	Does the company have a written policy for subcontracting transport and transport related services (including the selection process, performance assessment and monitoring) ? <i>Assessor: Process not complete</i>	RC	0
4.2.1.2.	Are the requirements and restrictions of the customer chemical companies including spot subcontracting, reflected in the subcontracting policy ?		1
4.2.2.	Fully integrated subcontractors/drivers		
4.2.2.1.	Does the company maintain an up-to-date list of fully integrated subcontractors/drivers ?		1
4.2.2.2.	Are procedures in place to ensure that fully integrated subcontractors/drivers are covered in each part of the company's management system? <i>Assessor: Maintenance and statutory inspections, training etc are included as for own drivers</i>	RC	1
4.2.3.	Non-integrated subcontractors		
4.2.3.1.	Does the company maintain an up-to-date list of approved non-integrated subcontractors ?	RC	1
4.2.3.2.	Does the company hand out Driver Handbooks to drivers of non-integrated subcontractors or check that the subcontractor's handbook is consistent with its own ?		0
4.2.4.	Unplanned spot services by subcontractors		
4.2.4.1.	When the company has to deploy unplanned resources in the supply chain, are the minimal service requirements documented and requested of these service partners ?	RCimp	-
4.3.	Performance monitoring of subcontractors		
4.3.1.	Performance criteria		
4.3.1.1.	Is there a written agreement with each subcontractor that contains the requirements and standards relating to the following criteria:		
4.3.1.1a.	- compliance with all relevant national and international regulations and laws ? - operating licences consistent with the activities and operations ? - drivers/operators holding valid ADR licenses/certificates? - working/driving hours compliance and keeping records? - drugs and alcohol policy ? - appointment and fulfilment of the duties of the DGSA? - vehicle inspection and testing? - adequate driver selection? - comprehensive insurance coverage ? - PPE/ emergency equipment? - security provisions as required by applicable legislation ? <i>Assessor: Drugs and alcohol policy, duties of the DGSA, vehicle inspection & testing, PPE/emergency equipment and security are missing in agreement.</i>		0
4.3.1.1b.	- hose monitoring and testing ? <i>Assessor: Hoses are not owned by the subcontractor.</i>	RCimp	-
4.3.1.1c.	- implementation of Behaviour Based Safety (BBS) on driving and loading/unloading according to the Cefic BBS Guidelines for safe driving and (un)loading?	RC	0
4.3.1.1d.	- Journey Plans including safe and secure vehicle parking?		0
4.3.1.1e.	- carry forward transport and customs documents to all service partners in the chain, including EIR (Equipment Interchange Receipt) if required ?		0
4.3.1.1f.	- use of emergency number / emergency response capabilities ?	RC	0
4.3.1.1g.	- vehicle preventive maintenance ?	RCimp	0
4.3.1.1h.	- use of approved tank cleaning stations ?	RC	-

	<i>Assessor: Subcontractor doesn't decide what tank cleaning station will be used.</i>		
4.3.1.1i.	- compliance with customers site requirements?		0
4.3.1.1j.	- adequate driver training criteria (e.g. product specific training, legal training, customer specific training)?	RC	1
4.3.1.1k.	- no sub-subcontracting of haulage?		1
4.3.1.1l.	-handling and reporting of non-conformances (transport events)?	RCimp	0
4.3.1.1m.	- confidentiality of operational and commercial data ?		0
4.3.2.	Performance monitoring process		
4.3.2.1.	Has the company a documented process for the evaluation and performance monitoring of all its service partners ? <i>Assessor: Process in place for service partners e.g transport companies, cleaning stations, tyre companies, maintenance of vehicles and other who has impact at quality and environment.</i>		1
4.3.2.2.	Are all service partners who are SQAS assessed evaluated on the basis of the following packages :		
4.3.2.2a.	- SQAS Transport Service for all non-integrated hauliers? <i>Assessor: No one are SQAS assessed</i>	RCimp	-
4.3.2.2b.	- SQAS Warehouse for warehousing services? <i>Assessor: No ware house services</i>		-
4.3.2.2c.	- SQAS Rail for Rail carriers?		-
4.3.2.2d.	- SQAS Cleaning for cleaning stations ?	RC	0
4.3.2.2e.	- When the SQAS reports for the cleaning stations are analysed, have the questions related to entry into a confined space been checked by the transport company?		0
4.3.2.3.	When SQAS packages are not used, is the company using alternative assessment systems to evaluate its service partners ? <i>Assessor: No check of subcontractors Drivers Handbook. Company use the written agreement with subcontractor.</i>		0
4.3.2.4.	When SQAS packages are not used, are the following criteria taken into account to evaluate the service partners:		
4.3.2.4a.	- Legal requirements as defined in section 4.3.1.1.a <i>Assessor: Not complete with control of drivers ADR-licence</i>		0
4.3.2.4b.	- implementation of Behaviour Based Safety (BBS) on driving and loading/unloading according to the Cefic BBS Guidelines for safe driving and (un)loading?	RC	0
4.3.2.4c.	- drugs and alcohol policy ?		0
4.3.2.4d.	- Journey Plans including safe and secure vehicle parking?		0
4.3.2.4e.	- carry forward transport and customs documents to all service partners in the chain, including the EIR (Equipment Interchange Receipt) if required ?		1
4.3.2.4f.	- use of emergency number / emergency response capabilities ?	RC	1
4.3.2.4g.	- vehicle preventive maintenance ?	RCimp	0
4.3.2.4h.	- use of approved tanker cleaning stations ? <i>Assessor: Transport subcontractor doesn't decide what cleaning station will be used</i>	RC	-
4.3.2.4i.	- compliance with customers' site requirements		1
4.3.2.4j.	- adequate driver training criteria (e.g. product specific training, legal training, customer specific training) <i>Assessor: Not for ADR-licence</i>	RC	0
4.3.2.4k.	- no sub-subcontracting of haulage?		1
4.3.2.4l.	-handling and reporting of non-conformances (transport events)	RCimp	0
4.3.2.4m.	- confidentiality of operational and commercial data ?		0
4.3.2.4n.	- security provisions as required by applicable legislation ?		1
4.3.2.5.	Do you retain documented evidence that compliance with the performance criteria :		
4.3.2.5a.	- was verified before the agreement was signed with each subcontractor, and repeated regularly ? <i>Assessor: Normally company use a subcontractor for some transports as test before the agreement is signed.</i>		0
4.3.2.5b.	- is followed-up on a regular basis through dialogue and improvement action programmes with subcontractors selected based on performance review? <i>Assessor: Regularly follow up but documentation is not complete</i>		0

		Y/N
5.	Equipment	
5.1.	Equipment specification	
5.1.1.	Is there a procedure covering responsibilities for the purchase of equipment?	1
5.1.2.	Is there a written specification for the purchase or lease of each vehicle/tank/tank container and associated equipment including the following items:	
5.1.2a.	- air conditioning ?	1
5.1.2b.	- roll-over detection warning system ?	1
5.1.2c.	- interlocking of the fifth wheel coupling?	0
5.1.2d.	- Electronic Stability Control ?	1
5.1.2e.	- retro-reflective back and side markings ?	1
5.1.2f.	- forward distance alert system?	1
5.1.2g.	- Lane departure system?	1
5.1.2h.	- Driver falling asleep guarding systems	1
5.1.2i.	- blocking system for communication during rolling?	0
5.1.2j.	- supplementary braking system?	1
5.1.2k.	- safe access to all loading/unloading equipment? <i>Assessor: Safe access at container chassie in place</i>	1
5.1.2l.	- truck management system ?	1
5.1.2m.	- remote controlled bottom valve?	1
5.1.3.	Is a DIN 80 PN 10 flange available between the outlet valve and the cap of every (un)loading connection?	1
5.2.	Equipment Inspection, Maintenance and Calibration	
5.2.1.	Statutory Inspection	
5.2.1.1.	Is there documentary evidence that statutory inspections of tractor units and tanks/tank containers/trailers have been carried out?	1
5.2.2.	Equipment Inspection and Maintenance	
5.2.2.1.	Is there a documented programme for preventive inspection and maintenance covering the following items	
5.2.2.1a.	- tractor units ? <i>Assessor: Service agreement with supplier for all tractor/tanktruck units.</i>	1
5.2.2.1b.	- trailers ? <i>Assessor: Service at trailers are performed at set intervals</i>	1
5.2.2.1c.	- tanks/tank containers ?	0
5.2.2.1d.	- pumps ?	0
5.2.2.1e.	- compressors ? <i>Assessor: Regularly checks by driver</i>	0
5.2.2.1f.	- tyres ?	1
5.2.2.1g.	- earthing points ?	0
5.2.2.1h.	- twist locks ? <i>Assessor: Checks by driver when using the equipment</i>	0
5.2.2.1i.	- cargo securing devices and materials ?	-
5.2.2.1j.	- ADR equipment? <i>Assessor: Checks by driver</i>	0
5.2.2.1k.	- valves and relief valves ?	0
5.2.2.1l.	- couplings ? <i>Assessor: Checks by driver</i>	0
5.2.2.1m.	- gaskets/seals ? <i>Assessor: Checks by driver</i>	0
5.2.2.1n.	- gauges ? <i>Assessor: Pressure gauges at tanks are present</i>	0
5.2.2.1o.	- temperature control units? <i>Assessor: No temperature units are present</i>	-
5.2.2.2.	Is there a procedure and register in place for the periodic (at least annual) testing of flexible hoses, which includes the following elements :	
5.2.2.2a.	- compatibility of the hose and cargo ? <i>Assessor: Testing every 18 months</i>	1
5.2.2.2b.	- identification of different types and numbering ?	1
5.2.2.2c.	- periodic inspection and recording of results ?	1
5.2.2.2d.	- periodic pressure testing ?	1
5.2.2.2e.	- electrical continuity? <i>Assessor: Not necessary when transports of flammable products are not using companys own hoses.</i>	-
5.2.3.	Defect rectification	
5.2.3.1.	Is there a documented defect reporting and rectification system in place for all equipment, which includes the required follow-up?	1

5.2.4.	Identification and Calibration of Measuring Equipment	
5.2.4.1.	Has the assessed company a register of measuring equipment to be calibrated? <i>Assessor: No equipment which needs calibration in company</i>	-
5.2.4.2.	Are calibration procedures and records in place, including the identification of all measuring equipment ? <i>Assessor: No equipment which needs calibration in company</i>	-
5.2.4.3.	Is calibration carried out in accordance with legislation, for the following critical equipment, when applicable :	
5.2.4.3a.	- oxygen meters ? <i>Assessor: No meter is present</i>	-
5.2.4.3b.	- flammable gas detectors ? <i>Assessor: No detector is present</i>	-
5.2.4.3c.	- instruments for measuring concentrations of toxic gases and vapours ? <i>Assessor: No instrument is present</i>	-
5.2.4.3d.	- temperature gauges ? <i>Assessor: No temperature gauges</i>	-
5.2.4.3e.	- tyre pressure gauges ?	1
5.2.4.3f.	- torque wrenches for tightening wheel nuts ?	0
5.3.	Purchase and maintenance of equipment by Logistics Partners	
5.3.1.	Does the company have evidence that selected subcontractors have a programme in place that their vehicles/tanks/trailers/containers and their fittings are serviced on a regular basis and meet statutory requirements? <i>Assessor: No evidence for not integrated subcontractors. Company has control at fully integrated subcontractor units for service and statutory inspections.</i>	0

6.	Behaviour Based Safety (BBS or equivalent programme)		<input type="text" value="Y/N"/>
6.1.	Behaviour Based Safety for safe driving		
6.1.1.	BBS Training for Safe Driving		
6.1.1.1.	Is BBS taken into account when reviewing the training requirements of managers and planners ?		<input type="text" value="0"/>
6.1.1.2.	Have persons been formally selected and designated as qualified BBS trainers, in accordance with the requirements as defined in the Cefic/ECTA BBS guidelines ?		<input type="text" value="0"/>
6.1.1.3.	Has the BBS driver training content (or equivalent system) and format (based on observation, coaching and interactive communication) been developed and is it in line with the Cefic/ECTA BBS guidelines?	RC	<input type="text" value="0"/>
6.1.1.4.	Has the BBS driver training frequency been defined and is it implemented ?		<input type="text" value="0"/>
6.1.1.5.	Is a personal BBS-record kept on each driver, including the fully integrated subcontractors, with the observations made on their behavioural skills ? <i>Assessor: No records are kept</i>		<input type="text" value="0"/>
6.1.2.	BBS Results, Analysis and Monitoring		
6.1.2.1.	Are individual results from the BBS training communicated to the driver, preventive actions agreed, recorded and followed-up ?	RC	<input type="text" value="0"/>
6.1.2.2.	Are key performance indicators identified and measured, such as :		
6.1.2.2a.	- accidents and incidents whilst in transit?		<input type="text" value="0"/>
6.1.2.2b.	- accidents and incidents at loading points?		<input type="text" value="0"/>
6.1.2.2c.	- accidents and incidents at unloading points?		<input type="text" value="0"/>
6.1.2.2d.	- Lost Time Injury Rate?		<input type="text" value="0"/>
6.1.2.2e.	- Personal Injury Rate?		<input type="text" value="0"/>
6.1.2.2f.	- Average days of training per year?		<input type="text" value="0"/>
6.1.2.2g.	- fuel consumption per ton per km ?		<input type="text" value="1"/>
6.1.2.2h.	- damages ?		<input type="text" value="0"/>
6.1.2.3.	Is an implementation programme in place for the observation and spot checking of drivers in relation to the performance of the driver?		<input type="text" value="0"/>
6.1.2.4.	Are the results and learning outcome's from BBS reflected in the refresher programmes ?	RCimp	<input type="text" value="0"/>
6.2.	Best Practice Guidelines for Safe (Un)Loading of Road Freight Vehicles		
6.2.1.	Has the management also adopted the Cefic/ECTA guidelines on "Best Practice Guidelines for Safe (Un)Loading of Road Freight Vehicles"? <i>Assessor: Guideline used in practice in contact with customer about installation at (un)loading site.</i>	RC	<input type="text" value="1"/>
6.3.	Awareness of all service partners		
6.3.1.	Does the company promote and monitor the implementation of the following BBS principles with its service partners :		
6.3.1a.	- driving?		<input type="text" value="0"/>
6.3.1b.	- loading?		<input type="text" value="0"/>
6.3.1c.	- unloading?		<input type="text" value="0"/>
6.3.1d.	- cleaning?		<input type="text" value="0"/>

7.	Security		<input type="text" value="Y/N"/>
7.1.	Security in transport		
7.1.1.	Has the company developed security provisions regarding its distribution of transport information ?	RC	<input type="text" value="1"/>
7.1.2.	Does the company implement measures to ensure the security of the products and transport information throughout the chain of its service partners, including at :		
7.1.2a.	- depots and vehicle parking?		<input type="text" value="1"/>
7.1.2b.	- cleaning stations ?	RCimp	<input type="text" value="1"/>
7.1.2c.	- at the interface with any subcontracted road transport company ? <i>Assessor: No security clauses with subcontractor</i>		<input type="text" value="0"/>
7.1.2d.	- at the interface with intermodal transport?	RCimp	<input type="text" value="-"/>
7.1.3.	Is the handover/transfer of security, with the associated responsibilities, signed and documented ?		<input type="text" value="1"/>
7.1.4.	Does each crew member of a vehicle carry with them means of identification, which includes their photograph, during carriage ?		<input type="text" value="1"/>
7.1.5.	Are devices, equipment or arrangements to prevent the theft of vehicles applied and are measures taken to ensure that these are operational and effective at all times ?		<input type="text" value="1"/>
7.1.6.	Are truck cabs fitted with access control systems ?		<input type="text" value="1"/>
7.1.7.	Are trucks fitted with an engine-starting control system ?		<input type="text" value="1"/>
7.1.8.	Are trailers fitted with a locking fifth wheel ? <i>Assessor: Only parking decoupled trailers at own secured parking area</i>		<input type="text" value="-"/>
7.1.9.	Are decoupled hanger trailers fitted with a locking trailer eye?		<input type="text" value="0"/>
7.2.	Security during handling of Highly Consequence Dangerous Goods		
7.2.1.	Has a security plan been developed and implemented for High Consequence Dangerous Goods (HCDG) in accordance with section 1.10 of ADR ?	RC	<input type="text" value="1"/>
7.2.2.	Best practices for transport security of HCDG : Does the company have measures to monitor the movement of HCDG whilst in transit ?		<input type="text" value="1"/>
7.2.3.	Are all fully loaded freight containers, tank containers, truckload and railcars containing HCDGs, sealed and the seal numbers provided separately (electronically or on paper) ? <i>Assessor: No requirement from customer</i>		<input type="text" value="0"/>
7.2.4.	Are seal discrepancies for HCDG investigated thoroughly, the shipment rejected if necessary, security personnel notified and extreme care taken if there is evidence of seal tampering ? <i>Assessor: No seals are used, see 7.2.3</i>		<input type="text" value="-"/>
7.2.5.	Are drivers (own and FIS) required to call-in periodically ? <i>Assessor: Only short distance transport and daily contact with drivers</i>		<input type="text" value="1"/>

8.	Operating Procedures and Customer Interface		<input type="text" value="Y/N"/>
8.1.	Emergency response		
8.1.1.	Is there a written plan for dealing with off-site emergencies ?	RC	<input type="text" value="1"/>
8.1.2.	Does this written plan contain the following information :		
8.1.2a.	- individual responsibilities ?		<input type="text" value="1"/>
8.1.2b.	- arrangements for 24/7 hours coverage by trained responders ?		<input type="text" value="1"/>
8.1.2c.	- a list of the different parties to be informed with their contact details (customers, authorities) ?		<input type="text" value="1"/>
8.1.3.	Has there been a comprehensive test of the emergency plan for off-site emergencies during the past 12 months ?		<input type="text" value="0"/>
8.2.	Customer Interface		
8.2.1.	Do you have confirmation from the chemical customer to effect a safe collection/delivery? This should include as a minimum :		
8.2.1a.	- the latest version of SDS/instructions in writing? <i>Assessor: In written agreement with customer or information in single order</i>		<input type="text" value="1"/>
8.2.1b.	- site access requirements including PPE? <i>Assessor: Included in contract and information/training at every site.</i>		<input type="text" value="1"/>
8.2.1c.	- the split of responsibilities agreed between driver and operators at (un)loading site (BBS loading/unloading) ? <i>Assessor: Included in contract and instructions at site.</i>		<input type="text" value="1"/>
8.2.1d.	- handling in the ECD document? <i>Assessor: Instructions at site about handling ECD</i>		<input type="text" value="1"/>
8.2.1e.	- making the connection between the road tank and the (un)loading point ? <i>Assessor: In general agreement that specific procedure at (un)loading site will be followed.</i>	RCimp	<input type="text" value="1"/>
8.2.1f.	- checking the leakproofness of the closing devices after (un)loading ?		<input type="text" value="1"/>
8.2.1g.	- the documents accompanying the (un)loading process (before/during/after) ?		<input type="text" value="1"/>
8.2.1h.	- equipment requirements?		<input type="text" value="1"/>
8.2.1i.	- cargo securing ?	RCimp	<input type="text" value="-"/>
8.2.2.	Are the topics of 8.2.1. adequately communicated to the applicable staff? <i>Assessor: Planners and drivers are informed about all relevant information</i>		<input type="text" value="1"/>
8.2.3.	Is there a written proof of the management commitment to support the driver according to the "Best Practice Guidelines for Safe (Un)Loading of Road Freight Vehicles " <i>Assessor: The guideline is used at discussion with customers about safety at (un)loading sites. Not used for information in e.g drivers handbook.</i>		<input type="text" value="0"/>

		Y/N
9.	Order Process and Operations	
9.1.	Planning and Communication	
9.1.1.	Order Planning and Processing	
9.1.1.1.	Is there a written procedure for transport order processing and vehicle scheduling ?	1
9.1.1.2.	Does the planning section communicate relevant information and instructions to the driver/subcontractor, including, but not limited to :	
9.1.1.2a.	- the hazardous nature of the material ?	RC 1
9.1.1.2b.	- route criteria (including approved parking locations, tunnel codes) ? <i>Assessor: No route criteria is communicated, but tunnel code is communicated.</i>	1
9.1.1.2c.	- additional national transport regulations in other countries (for international transport) ?	1
9.1.1.2d.	- consignor/consignee details ?	1
9.1.1.2e.	- product compatibility (multi loads) ?	1
9.1.1.2f.	- product compatibility (previous loads) ?	1
9.1.1.2g.	- customer specific HSE requirements?	1
9.1.1.3.	Does the company have, for all journey's exceeding 4,5 driving hours, a Journey Risk Assessment system in place that supports the driver to manage his journey, via a documented Journey Plan that contains the authorised route, known route hazards, safe and secure vehicle parking and authorised rest stops? <i>Assessor: No journey risk assessment is performed.</i>	0
9.1.1.4.	Are there procedures in place to ensure that the maximum allowable weight in the various countries is not exceeded?	1
9.1.1.5.	Is there a procedure in place to ensure that when drivers are requested by consignors or consignees to draw a sample from the top of the vessel that feedback is initiated to the consignor and that this communication has been followed up?	RC 0
9.1.1.6.	Is there a procedure in place to ensure that when drivers are requested by consignors or consignees to work on top of the vessel and no (proper) fall protection is available that feedback is initiated to the consignor and that this communication has been followed up?	RC 0
9.1.1.7.	Is there a procedure in place to ensure that, when drivers are requested by consignors or consignees, to discharge a bulk truck or container directly into Drums or IBC's, that feedback is initiated to the consignor and that this communication has been followed up?	RC 1
9.1.2.	Order instructions for multimodal shipments	
9.1.2.1.	Do you receive and forward to all of your supply chain partners all the necessary instructions for multimodal shipments?	-
9.1.3.	Tank Cleaning	
9.1.3.1.	Have all cleaning stations of tankers/tank containers been assessed against SQAS for Cleaning Stations (or equivalent assessment system) ? <i>Assessor: Only use of SQAS assessed cleaning stations but noevaluation is performed.</i>	RC 0
9.1.3.2.	Has the company analysed the assessment reports of the cleaning stations used and agreed an improvement action plan, with defined responsibilities ?	RC 0
9.1.3.3.	Is it ensured that all the cleaning stations used have permits for the products cleaned ? <i>Assessor: Company order what product will be cleaned. It's on the cleaning stations responsibility to refuse products that can't be cleaned.</i>	RC 1
9.1.3.4.	Is there evidence that relevant information about the previous load is provided to the cleaning station as a formal order?	1
9.2.	Operations	
9.2.1.	Driver instructions (Driver Manual)	
9.2.1.1.	Is there a drivers manual that is distributed to all drivers (own and FIS) in a language they can understand ? <i>Assessor: Drivers manual in office and when all drivers have there weekly rest at site they can read the handbook.</i>	0
9.2.1.2.	Have drivers (own and FIS) been trained in the content of the drivers manual ?	1
9.2.1.3.	Is the drivers manual updated regularly ?	1
9.2.1.4.	Is a driver manual available that contains detailed instructions regarding:	
9.2.1.4a.	- BBS principles?	0
9.2.1.4b.	- incident reporting?	1
9.2.1.4c.	- near miss reporting?	1

9.2.1.4d.	- use of seat belt ?	1
9.2.1.4e.	- use of mobile phone ?	1
9.2.1.4f.	- use of drugs and alcohol ?	1
9.2.1.4g.	- actions to be taken in an emergency ?	1
9.2.1.4h.	- security ?	1
9.2.1.4i.	- inspection prior to loading ?	1
9.2.1.4j.	- loading procedures ?	1
9.2.1.4k.	- verification that all prescribed documentation, including the instructions in writing for drivers, is on board the transport unit ?	1
9.2.1.4l.	- verification of the presence of all the (safety) equipment as required by legislation and the prescribed instructions in writing for the drivers (ADR goods) ?	1
9.2.1.4m.	- after loading, verification that vehicle and loads have no obvious defects, leakages, cracks, missing equipment ?	1
9.2.1.4n.	- after loading, verification that the vehicles are not overloaded ?	1
9.2.1.4o.	- after loading, verification that danger labels and markings (orange plates) prescribed for the vehicles, have been affixed (ADR and IMDG goods) ?	1
9.2.1.4p.	- operating/driving restrictions during bad weather conditions ?	1
9.2.1.4q.	- actions to be taken if, during the journey, an infringement which could jeopardize the safety of the transport, is observed (ADR goods) ?	1
9.2.1.4r.	- unloading procedures ?	1
9.2.1.4s.	- observation of instructions/practices at loading and unloading sites and reporting of unsafe conditions ?	1
9.2.1.4t.	- use of wheel chocks (to avoid uncontrolled vehicle movement) ?	1
9.2.1.4u.	- pre-start checklist?	1
9.2.1.4v.	- the use of standard PPE ?	1
9.2.1.4w.	- fall arrest harness? <i>Assessor: Instructions about using safety equipment like harness at loading/unloading site</i>	1
9.2.1.4x.	- PPE for specific products?	1
9.2.1.4y.	- entry into confined space?	1
9.2.1.5.	Does the drivers manual contain, in addition, specific detailed instructions for BULK GOODS, regarding :	
9.2.1.5a.	- visual inspection of tanks, valves and hoses for cleanliness ?	1
9.2.1.5b.	- correct hose connection and valve operation ?	1
9.2.1.5c.	- correct operation of any transfer equipment ? <i>Assessor: No equipment for bulk liquids</i>	-
9.2.1.5d.	- equipotential electrostatic bonding/earthing ?	0
9.2.1.5e.	- the use of correct equipment to tighten couplings?	0
9.2.1.6.	Is there a check on gaskets and seals prior to use?	0
9.2.1.7.	Does the drivers manual contain, in addition, specific detailed instructions for PACKAGED GOODS, regarding :	
9.2.1.7a.	- inspection of the cargo compartment for cleanliness and potential risks (e.g. nails) ?	-
9.2.1.7b.	- stowage and cargo securing ?	-
9.2.1.7c.	- product compatibility and segregation ?	-
9.2.2.	Pre-Start Checks	
9.2.2.1.	Are at least the following checks included in the pre-start checklist :	
9.2.2.1a.	- inspection of vehicle for damage ? <i>Assessor: Pre-start checklist in use, but not documented</i>	0
9.2.2.1b.	- lubricating oil level and pressure check ? <i>Assessor: Pre-start checklist in use, but not documented</i>	0
9.2.2.1c.	- brake operation ? <i>Assessor: Pre-start checklist in use, but not documented</i>	0
9.2.2.1d.	- condition of tyres ? <i>Assessor: Pre-start checklist in use, but not documented</i>	0
9.2.2.1e.	- lights ? <i>Assessor: Pre-start checklist in use, but not documented</i>	0
9.2.2.1f.	- inspection of vehicle for leakage ? <i>Assessor: Pre-start checklist in use, but not documented</i>	0
9.2.2.1g.	- tightness of wheel nuts ? <i>Assessor: Pre-start checklist in use, but not documented</i>	0
9.2.2.1h.	- fire extinguishers ? <i>Assessor: Pre-start checklist in use, but not documented</i>	0
9.2.2.1i.	- PPE ? <i>Assessor: Pre-start checklist in use, but not documented</i>	0
9.2.2.1j.	- Wheel chocks ? <i>Assessor: Pre-start checklist in use, but not documented</i>	0
9.2.2.1k.	- eye wash bottles?	0

9.2.2.1l.	Assessor: Pre-start checklist in use, but not documented - drain cover and absorption material?		0
9.2.2.1m.	Assessor: Pre-start checklist in use, but not documented - emergency remote controls on bottom valve?		0
9.2.2.2.	Are spot checks carried out to confirm that drivers are performing daily checks ?		0
9.3.	Administration		
9.3.1.	Controls of drivers		
9.3.1.1.	Is the driver (own and FIS) required to keep and to sign a daily worksheet that includes that the vehicle is fit for purpose?		1
9.3.1.2.	Is there a system that checks on the maximum allowable number of working hours/driver/week ?		1
9.3.1.3.	Does the company have a system to restrict the driver's use of communication devices during moving (Including message sending, mobile phone, GPS)?		0
9.3.2.	Records		
9.3.2.1.	Are records of all transport orders (receipts and deliveries) kept, including :		
9.3.2.1a.	- order identification ?		1
9.3.2.1b.	- vehicle/tank/container identification ?		1
9.3.2.1c.	- actual loading date, loading time and loading site ?		1
9.3.2.1d.	- quantity received and delivered ?		1
9.3.2.1e.	- actual delivery date, delivery time and delivery address ?		1
9.4.	Temporary storage and internal transfer of packaged goods		
9.4.1.	Does the company have a specific written procedure for the transfer and temporary storage of goods ?		-
9.4.2.	Are all goods on site stored and segregated in accordance with the local legislation and segregated as per legal requirements ?	RC	-
9.4.3.	Are the correct product details available during internal transfer and temporary storage ?		-
9.4.4.	Have the employees involved in the transfers of goods received appropriate training ?		-
9.4.5.	Do the employees involved in the transfer of goods have adequate personal protection ?		-
9.4.6.	Is the transfer and temporary storage of liquid materials carried out in an area with an impervious surface ?		-
9.4.7.	Is the transfer of goods carried out by using adequate and safe equipment ?		-
9.4.8.	Is there a procedure for cargo securing according to the guidelines?		-

		Y/N
10.	Specific types of Transport Services and their activities	
10.1.	Transfer Terminal for Container/Vehicle operations	
10.1.1.	Does the terminal meet the customer's and/or the industry specific security requirements ?	-
10.1.2.	Does the terminal's rolling and lifting equipment meet the national legal requirements?	-
10.1.3.	Is the terminal's rolling and lifting equipment equipped with safety locking devices ?	-
10.1.4.	Is there a documented programme for preventive inspection and maintenance for cranes, rolling and lifting equipment?	-
10.1.5.	Is there documentary evidence that statutory inspections of cranes, rolling and lifting equipment, have been carried out?	-
10.1.6.	Is there a documented programme for the training of drivers/operators of cranes, rolling and lifting equipment ?	-
10.1.7.	Are cargo segregation guidelines in place and complied with ?	-
10.1.8.	Is traffic adequately managed (signs, road marks, flow directions, speed limits) and enforced?	-
10.1.9.	Are effective systems in place to ensure that no unauthorised persons are present in container handling areas ?	-
10.1.10.	Is a maximum stack height of tankcontainers / containers defined in a procedure and enforced?	-
		RC
10.1.11.	Are unaccompanied transferred units visually inspected for leaks and damage, both on arrival through the EIR (Equipment interchange Receipt) and at regular intervals when temporarily stored ?	-
		RC
10.1.12.	Is there a containment system for leaks and spillages, which also allows for isolation from site drainage ?	-
10.1.13.	Is adequate spill containment equipment available on site, such as oversized drums and emergency containment ?	-
10.1.14.	Is a procedure present to evaluate all specific customers' requirements regarding the transfer and temporary storage of goods?	-
10.1.15.	Is a system in place to follow-up the periodical test dates of tanks approved for the transport of dangerous goods ?	-
10.1.16.	Is there a system to monitor the entry and movement of vehicles on the terminal ?	-

			Y/N
11.	Site Inspection and Site operations		
11.1.	Site inspection		
11.1.1.	Is the site properly secured with fences and gates, well lit and not accessible to the general public ?		1
11.1.2.	Is there a system to monitor the entry and movement of vehicles on site ?		1
11.1.3.	Are emergency exits marked on buildings and unblocked ?		1
11.1.4.	Are signs for site identification and public safety in place ?		1
11.1.5.	In the event of an emergency, is there an assured method for safe evacuation of all personnel and is this publicly displayed ?		1
11.1.6.	Is the emergency assembly point clearly displayed?		1
11.1.7.	Are fire extinguishers marked with the inspection and maintenance data ?		1
11.1.8.	Are the first aid posts clearly indicated, easily accessible and appropriately stocked to ensure prompt treatment ?		0
11.1.9.	Is there a site lighting system ?		1
11.1.10.	Is the site paved according to the requirements and the activities that are taking place ?		1
11.1.11.	Is the condition of roadways and parking area of an acceptable and safe standard ?		1
11.1.12.	Are there designated walkways away from truck traffic ?		0
11.1.13.	Is the site location suitable for vehicle access and is easy movement of trucks within the site guaranteed?		1
11.1.14.	If loaded trailers are parked at the site, are landing gear support pads used when there are weaknesses in the parking surface?		1
11.1.15.	Is there sufficient fire fighting capability if storing/parking flammable chemicals on site ?		1
11.2.	Site operations		
11.2.1.	Is there a documented programme for preventive inspection and maintenance covering the following items :		
11.2.1a.	- site compressed air system ?		1
11.2.1b.	- site fire fighting equipment (extinguishers, etc.) ?		1
11.2.1c.	- storage tanks (including fuel) ? <i>Assessor: No preventive maintenance and no evidence of inspection at storage tank for fuel</i>		0
11.2.1d.	- electrical installation ? <i>Assessor: Only office. Owner of the property are responsible</i>		-
11.2.1e.	- fall protection equipment? <i>Assessor: No fall protection equipment present at site</i>	RC	-
11.2.1f.	- other equipment subject to regulatory requirements such as elevators, forklift trucks, hoisting equipment, emergency equipment and installations, ...? <i>Assessor: No other equipment is present</i>		-
11.2.2.	Are there comprehensive procedures at the facility including work permit requirements, to ensure safety and to avoid exposure to hazardous materials, for the following operations :		
11.2.2a.	- entry into confined spaces ? <i>Assessor: No work permit when drivers are not allowed (in written instructions) to entry into confined spaces. If entry is necessary all work are performed by contractor at separate maintenance/repair shop.</i>	RC	1
11.2.2b.	- breaking of containment (pumps/compressors/lines) ? <i>Assessor: No work permit when drivers are not allowed to break any containment. All work are performed by contractor at separate maintenance/repair shop.</i>	RCimp	0
11.2.2c.	- hot work ? <i>Assessor: Responsible for work permit at site are the owner of the property</i>		-
11.2.2d.	- work on electrical circuits/equipment (lock out system) ? <i>Assessor: Responsible for work permit at site are the owner of the property.</i>		-
11.2.3.	Are there also comprehensive procedures / instructions at the facility for the following operations :		
11.2.3a.	- clean up and disposal of chemical spillages ?		1
11.2.3b.	- parking segregation for vehicles carrying different classes of hazardous product ? <i>Assessor: Not necessary. No restrictions from authorities at site.</i>		-
11.2.3c.	- safe loading/unloading practices ?	RCimp	1
11.2.3d.	- cargo securing ? <i>Assessor: Not necessary for transport of liquids.</i>		-
11.3.	Maintenance workshop		
11.3.1.	Does the maintenance shop area have emergency doors and are these kept clear at all times?		-
11.3.2.	Are eyewash bottles and safety shower systems available in determined areas within the work area ?		-

11.3.3.	Are caution signs installed (no smoking, eye protection, helmet, etc.) ?		-
11.3.4.	Is a fall restraint system in place for workshop operators who carry out repair activities on top of tanks or (tank)containers?	RC	-
11.4.	Bulk Storage Tanks (Fuel, Fuelling area and Waste Storage)		
11.4.1.	Are the storage facilities approved for the goods stored, identified/labelled accordingly, monitored and maintained?	RC	0
11.4.2.	Is explosion-proof equipment installed if handling flammables ? <i>Assessor: Not necessary. No handling/storage of flammable products except diesel. Electrical equipment in accordance with legal requirements.</i>		-
11.4.3.	Is an impervious floor in place at the fuelling area		-
11.5.	Vehicles and other equipment (trailers, tank containers, IBC's etc.)		
11.5.1.	Are the following items on the vehicles and equipment of an acceptable standard :		
11.5.1a.	- condition of the tyres ?		1
11.5.1b.	- documentation in the cab ?		1
11.5.1c.	- condition of cargo securing devices ?		-

		Y/N
12.	Handling practices of Food, Food contact Materials and Feed Products	
12.1.	Is the company applying GMP, GMP+ and/or HACCP principles to the operations ?	
12.1.1.	Are there GMP/GMP+/HACCP (or similar) principles as part of the quality system ?	-
12.1.2.	Is there an adequate contamination and degradation prevention procedure implemented and maintained based upon a risk assessment ?	-
12.1.3.	Does the management of change procedure consider the impact of changes on the final product quality, performance, composition and regulatory compliance status?	-
12.2.	Does the company's personnel policy comply with the special requirements for the handling of Food, Food Contact Materials / Animal Feed Products ?	
12.2.1.	Has the company a sufficient number of qualified employees for these operations ?	-
12.2.2.	Have all (including administrative) personnel, involved in the handling and distribution of Food, Food Contact Materials / Animal Feed products been made aware of the health risks.	-
12.2.3.	Have all (including administrative) personnel, involved in handling and distribution of Food, Food Contact Materials/ Animal Feed products been formally qualified according to written criteria ?	-
12.2.4.	Is there a person with the specific responsibility, the appropriate education and the appropriate authority to deal with Food, Food(contact) - Feed issues in your company ?	-
12.3.	Are traceability and product conformity issues sufficiently implemented in all processes ?	
12.3.1.	Is the company able to provide full traceability on product origin and its own operations ?	-
12.3.2.	Is the company able to provide full traceability on product destinations ?	-
12.4.	Are there procedures in place and documentation available to ensure consistency of product quality ?	
12.4.1.	Is it ensured that bulk transport equipment and containers received and delivered are properly sealed (if so required)?	-
12.4.2.	Is it ensured that contamination/cross contamination through transport equipment is prevented ?	-
12.4.3.	Are banned lists for particular products available?	-
12.5.	Are there appropriate precautions taken to avoid cross-contaminations and degradation during operations ?	
12.5.1.	Is the water and the disinfection products that comes into contact with the food, food contact materials / animal feed materials of a proven suitable quality?	-
12.5.2.	Is each piece of equipment designed and used in a manner that minimizes the potential for contamination or degradation of the product with lubricants, coolants, metal fragments, or other extraneous materials e.g. from pressurised air ?	-
12.6.	Are there adequate and appropriate hygiene measures maintained ?	
12.6.1.	Are sufficient hygiene measures documented, implemented, validated and maintained for personnel, cleaning, warehouses and transportation?	-
12.7.	Are procedures in place for complaint handling, product recall and incident management?	
12.7.1.	Is there a contamination response procedure in place?	-
12.8.	Are procedures in place for internal audits?	
12.8.1.	Is there a documented plan for internal auditing of all areas, referenced to the GMP/GMP+ and HACCP questionnaire?	-
12.9.	Are appropriate loading and unloading procedures in place ?	
12.9.1.	Is there a procedure in place that requires the driver/operator to open only one tanklid at a time during loading ?	-
12.10.	Is the entire equipment in contact with products designed to protect product quality?	
12.10.1.	Is the loading equipment in contact with products dedicated, or, are validated cleaning procedures applied between loadings ?	-
12.10.2.	Is the unloading equipment in contact with products dedicated, or are validated cleaning procedures applied between unloadings ?	-
12.10.3.	Is all the equipment in contact with products identified ?	-
12.10.4.	Is all the equipment in contact with products capped and/or properly stored after the operation, according to written procedures ?	-
12.10.5.	Do you seal all valves and openings after loading ?	-

12.10.6.	<u>Do you seal all valves and openings after cleaning ?</u>	<input type="text" value="-"/>
12.11.	<u>Are there appropriate procedures in place in relation to Animal Feed</u>	
12.11.1.	<u>Is there a procedure in place for the cleaning regime in accordance with the GMP+ Animal Feed product database requirements?</u>	<input type="text" value="-"/>
12.11.2.	<u>Is there a procedure in place on how to work with the GMP+ Animal Feed Product Database and its updates?</u>	<input type="text" value="-"/>
12.11.3.	<u>Is there a procedure in place for the order planning in accordance with the GMP+ Animal Feed product database requirements?</u>	<input type="text" value="-"/>
12.11.4.	<u>Is there a procedure in place to establish the Animal Feed product category of a new product to be transported?</u>	<input type="text" value="-"/>
12.11.5.	<u>Does the company have a procedure in place to follow the GMP+ Animal Feed required steps, that would allow the re-use of cargo compartments, incl. tanks, after the carriage of any product included in the list of forbidden products?</u>	<input type="text" value="-"/>

Comment of assessor:

0.2.7

Permit for transport of cargo

Permit for international traffic 100495/000, valid until 2024-07-06

Permit for transport of dangerous waste 562-555-2014, valid until 2019-01-16

0.3.3

The site (owned by external company) is shared with other companies, like company for repair and maintenance of tank trucks.

11.5. Two trucks with trailer/hanger trailer with drivers are assessed.

Comments of assessed company:

(No comments by Assessed Company)

Improvement Action Program:

Website reference: ---

Updated on: