

# Specification for Approval of Hauliers

Scope of Validity:  
Rhenus Logistics Ltd



## SPECIFICATION FOR APPROVAL OF HAULIERS

<b>COMPANY NAME:</b>	
<b>ADDRESS:</b>	
<b>TEL NO:</b>	
<b>CONTACT NAME &amp; EMAIL ADDRESS:</b>	
<b>DESTINATIONS COVERED (e.g. DE,FR,IT)</b>	

Document Required (must attach if relevant)	Expiry Date
CMR Insurance ( <i>mandatory</i> )	
DGSA certificate ( <i>if relevant</i> )	
ISO 9001 ( <i>if relevant</i> )	
AEO ( <i>if relevant</i> )	
Operator's Licence ( <i>if relevant to regs.</i> )	

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<b>SECTION 1</b>	<b>SUB-CONTRACTOR SPECIFICATION FOR HAULIERS <i>(to be signed only by an authorised signatory)</i></b>
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### **1. Condition of vehicles**

Any vehicle subcontracting for Rhenus Logistics must be in a fit, serviceable condition, presentable, dry and clean.

### **2. When collecting or delivering goods a driver must ensure:**

- a) They give their signature that the goods collected are in good condition and ensure they are delivered in the same condition.
- b) Any damage to the goods must be brought to the attention of the customer and a signature obtained to this effect.
- c) Secure the load, if applicable, with securing devices, i.e. rope hooks, headboards, internal partitions etc. to avoid damage to the load. When more than one collection or delivery is being effected then re-securing of loads is essential and is the driver's responsibility.
- d) Take precautions to secure the vehicle when left unattended.
- e) When carrying foodstuffs, park the vehicle in the shade when unattended.
- f) They comply with speed limits or other safety instructions at all times.
- g) Be helpful and polite at all times.

### **3. Documentation.**

A driver must ensure that delivery notes are correct before leaving the point of loading. He must check condition of and number of packages. Proof of delivery must show the driver's name, date and customer's signature.

Any driver carrying Rhenus contracts will keep confidential all operational and commercial data at all times.

### **4. Communication.**

A driver, or the Haulier's office, must phone Rhenus Logistics' traffic office if and when:

- a) They cannot meet a stipulated delivery / collection time, and give reasons.
- b) A customer refuses part or all of a delivery, or is only willing to give a clausured signature.
- c) A load has moved and/or is badly damaged, before delivery is made.
- d) A customer makes a complaint or makes any referral to the quality of the service.

Rhenus Logistics company number is 0161 886 4200. This number is in case of emergencies and needs to be contacted ASAP.

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### **5. Responsibility of Sub-Contractors.**

- a) It is the responsibility of sub-contractors to ensure that all his drivers and vehicles comply with the statutory requirements governing the use of Heavy Goods Vehicles, including Health and Safety at Work Act 1974, permissible maximum weight regulations (can be viewed on the Rhenus website) and that their operation affects the environment as little as possible.
- b) All hauliers MUST comply with all Rhenus security requirements. A copy is available upon request.
- c) All hauliers MUST comply with Rhenus Logistics Drugs and Alcohol policy. A copy is available upon request.
- d) All sub-contractors must be in compliance with all working and driving hours and record keeping.
- e) All sub-contractors must instruct their drivers to wear appropriate PPE and have relevant ADR Emergency Equipment available on the vehicle.
- f) All sub-contractors must promote the use of economical driving where possible.

### **6. Insurance and Conditions of Carriage:**

- a) You must have adequate motor vehicle insurance including effective cover in respect of trailers and/or containers which are not your property. Written evidence will be called for from time to time.
- b) You will not tranship or sub-contract any consignment or container, the subject of a contract of Carriage or haulage with us, without our prior written consent in letter or email form. However, in the event that you do, you will indemnify us to the full extent of any loss or consequential loss or damage to the consignment in the same way as if sub-contracting had not taken place.
- c) All goods passed to you are subject to BIFA T&C's <sup>(1)</sup> or the CMR convention <sup>(2)</sup>.  
When undertaking international journeys the sub-contractor is the Principal Carrier in accordance with the CMR convention. The sub-contractor must ensure that he does not take any action which would invalidate his Goods in Transit Policy.
- e) Any equipment used by the haulier for calibration, measurement & safety MUST be calibrated to national standards.

### **7. Hazardous Goods.**

It is the responsibility of the sub-contractor to ensure that all drivers and vehicles comply fully with legal requirements and are suitably trained and that all vehicles carrying Rhenus contracts will park in accordance with ADR regulations. All chemical drivers MUST carry photographic identification.

Any haulier carrying H.C.D.G (High Consequence Dangerous Goods) as defined by ADR must have a HCDG security plan. No haulier will be used if this plan has not been seen and approved by a member of Rhenus management

In addition to the stated requirements, Hauliers who are contracted to carry Hazardous Goods must also comply with the Sections 4.1-4.10 of the ***CEFIC Guidelines on Subcontracting of Chemical Road Transport (2006)***.

A copy of these requirements can be found here: [CEFIC - Guidelines Oct 2005](#) or by request to the Rhenus Logistics Ltd, insurance department.

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### 8. Anti-Bribery and Corruption

Rhenus Logistics Limited believe in business being honest and fair and our policy throughout the group is that we do not bribe, accept bribes or do business with anyone else who tries to bribe.

We will not engage in business transactions that violate legal provisions or company rules relating to giving or receiving advantages. We accept that this policy may result in us losing business, but increased sales and profits can never be justification for illegal business activity. This applies across the entire Group without any exception.

***As an authorised signatory of the company, I confirm any transactions between Rhenus Logistics and my company will be carried out in accordance with the above specifications.***

Date	Signed	Print Name	Position in Company

***Authorised by Rhenus Logistics Ltd***

Date	Signed	Print Name

### **IMPORTANT!**

***To ensure payment in accordance with agreed terms please send a full statement of account no later than 3<sup>rd</sup> of each month to [Rhenus@Statement-Matching.com](mailto:Rhenus@Statement-Matching.com)***

***No payments will be made without receipt of a statement.***

***Links:***

- 1) BIFA T&C's - <https://www.bifa.org/media/4572433/bifa-stc-2021-england-edition.pdf>***
- 2) CMR Convention - <https://www.jus.uio.no/lm/un.cmr.road.carriage.contract.convention.1956.amended.protocol.1978/portrait.pdf>***

**Please send all completed forms and necessary attachments to [ssc.insurance@uk.rhenus.com](mailto:ssc.insurance@uk.rhenus.com)**