

## Audit application form

Operator name	
Contact phone number	
Contact name	
Contact email address	
Logistics UK membership number (if appropriate)	

Audit location	
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Initial or Renewal	Initial	Renewal
	If renewal, please provide expiry date of current Truck Excellence audit (if known)	

Address of main controlling centre from which transport operations are managed
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Are any of your operating centres involved in ADR operations? If yes, please give details	Yes	No
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Where ADR operations included, please provide the address of at least one location where ADR operations are in place
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### Number of audits required

This is dependent on the number of operating centres included in the application.

Number of operating centres	Audits required
1-5	Main administrative centre
6-20	Main administrative centre + 1
21+	Main administrative centre + 2

- The operator must ensure that the Transport Manager or responsible person is available on the day(s) of the audit
- It is the operator's responsibility to demonstrate that the systems they have in place satisfy the required standards on the day of the audit. Evidence will not be accepted once the auditor has departed from the audit location
- The audits must:
  - include a minimum of one month's operator analysis and subsequent actions
  - be representative of the fleet and include **all** types of vehicles, trailers and age range
  - sample across all types of maintenance providers (for example manufacturers, independents and in-house)
  - include sampling from each Operator Licence
- If an operator carries out ADR activities then at least one ADR centre must be part of the audit
- Maintenance records must confirm with the current DVSA Guide to Maintaining Roadworthiness

## Truck Excellence audit pricing information

Audit	Price
Truck Excellence audit	£1,386
Re-audit (of non-compliant areas)	£479.60

All audit fees are non-refundable and exclusive of VAT.

Please invoice me on purchase order number <i>(only available to Logistics UK members)</i>	
PO number	
Invoice address	
Special instructions	

Please contact me for my credit card details on the number below	
Telephone number	

## Safety and welfare

To ensure the safety and welfare of the auditor, please answer the following questions.

Site requirements	
Does the auditor require a site induction prior to the audit taking place?	Yes      No
	If yes, please provide contact details to arrange the induction  If yes, how long will the induction take?
Will the auditor be required to wear any Personal Protective Equipment whilst on site?	Yes      No
	If yes, please specify requirements

Auditor requirements	
An office/safe working environment is available for the auditor to use	Yes      No
A desk, chair and power source is available for the auditor to use	Yes      No
Access to facilities for auditor welfare is available	Yes      No

## Declaration

I, the undersigned, declare that the information contained in this application is correct.

I declare I am authorised to sign this statement on behalf of the applicant.

Signed ..... Date

Name

Position

When complete, please scan and email the completed application form to: [consultingandstandards@logistics.uk](mailto:consultingandstandards@logistics.uk)

