# **LOGISTICS UK**

### **Audits and Reviews**

Managing Risk and Ensuring Compliance







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#### Members save money on all our shop products

Logistics UK's one-stop-shop for all your transport consumables. Customers benefit from competitive prices, knowledgeable and friendly staff, a wide range of over 1,500 products and a quick and easy ordering process with next day delivery on items in stock. In addition to all this, members also benefit from discounted prices, please visit shop.logistics.org.uk for details.

#### Products include:

- Digital and analogue tachograph equipment.
- Compliance information.
- Books, DVDs and maps.
- Vehicle maintenance stationery and apps.
- Cab and driver accessories.
- Vehicle accessories.
- Van specific products.
- Passenger carrying products.
- Posters, stickers and signs.
- Dangerous goods equipment.
- Health and safety.
- Warehouse and depot.
- Workwear.

Please see our website for our full range of products and special offers. What's more, even if we don't currently stock something you require, you can get in touch and we will do our best to source it for you.

Visit www.shop.logistics.org.uk/asshop22 or call 0371 711 2222\*

#### \*Calls may be recorded for training purposes



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Introduction

Booking line: 03717 11 22 22\* • Email: customerservices@logistics.org.uk • www.logistics.org.uk 3



# Audits

Logistics UK's Audits provide your operation with impartial structured examination and assessment from industry experts. Delivered by a team that is certified to an ISO9001 quality management system standard and recognised by DVSA as an authorised Earned Recognition Audit provider, Logistics UK's Audits are a best-in-class solution to keeping your operation efficient, safe and compliant.

#### Benefits of our audits

- Confidence that:
  - Your transport operation is safe and legal.
  - Your systems and procedures comply with current legislation and best practice.
  - Vour systems and procedures will withstand DVSA and Traffic Commissioner scrutiny.
- The identification of opportunities for greater efficiency.
- The identification of any non-conformance.
- Delivered by a DVSA authorised audit provider.
- Delivered by an ISO9001 certified organisation.

#### Earned Recognition Audit

#### Description

A full and comprehensive audit is required to join the Earned Recognition scheme. Audits will be undertaken at location(s) most suitable to demonstrate an operator's systems. Driver and vehicle files must also be available for sampling during the audit.

Following the audit, a comprehensive, documented report will be produced clearly identifying where standards have been met. Where opportunities for improvement have been identified, we can support operators in creating an action plan to address issues and arrange a re-audit of these areas to demonstrate full compliance with all Earned Recognition Audit standards. Full audits can be carried out initially and then again periodically, every two years.

Logistics UK is also an authorised Earned Recognition drivers' hours IT systems provider (via Vision compliance platform) and can support operators with the continuous monitoring and reporting of drivers' hours KPIs to DVSA.

#### Who is it for?

The audit is designed for operators looking to demonstrate their compliance with the required Earned Recognition Audit standards. The audit looks at the processes involved in the transport management systems and how effectively they are managed, demonstrating that any compliance issues are investigated and appropriately actioned.

Initial audit(s) to support an operators' application to join Earned Recognition can be carried out up to three months before the DVSA processing date or up to three months after the operator's application has been received by DVSA. Once in Earned Recognition, operators must demonstrate they continue to maintain the scheme standards.

To provide this reassurance, an operator must arrange for periodic audits every two years which must be completed no more than three months before the anniversary date of entry into Earned Recognition, but no later than two years after the anniversary date of entry into it.

Audited every 2 years

#### HS2 Audit

#### Description

This audit is offered in conjunction with the Earned Recognition Audit and we are authorised to deliver it to operators.

The HS2 Audit cannot be carried out for an operator if they don't have or are not seeking Earned Recognition.

#### Who is it for?

This audit is available to operators who already have Earned Recognition status or to those operators having their initial Earned Recognition Audit. The HS2 module will open opportunities for Earned Recognition operators who have chosen to join a scheme that has continuous monitoring to prove their high standards of compliance. Being able to bid for contracts such as HS2 will not only benefit the operator and contractor, but also help boost road safety by ensuring safe vehicles and drivers involved are of the highest standard.

Audited every 2 years

#### Health Check Audit

#### Description

Our Health Check Audit has been designed to review management systems and documentation to ensure legal compliance with the requirements of your operator licence undertakings with the intention of mitigating risk to your operator licence.

Our auditors will review management systems and documentation to ensure they fully reflect current legislation and identify any areas that require reviewing.

A comprehensive report will be provided detailing audit findings, observations and any recommendations to support the operator to achieve and maintain full legal compliance within seven working days of the audit being carried out.

#### Who is it for?

Regardless of whether you operate one vehicle or 101 vehicles, this audit is designed for all organisations:

- Who are looking for confirmation of their compliance with operator licence undertakings.
- Who want to carry out proactive review of their operational management systems.
- With new senior management wanting to understand current processes and practices.

#### What does it cover?

The audit covers eight key areas:

- Transport Manager and operational staff competence and training.
- Controls and compliance with operator licence conditions and undertakings.
- Traffic Commissioner notifications and communication.
- Drivers' hours and working time management and compliance.
- Vehicle maintenance arrangements and documentation.
- Driver management: driving licence and DCPC monitoring and compliance.
- Operational management: insurance, taxation, vehicle weight and height and speed limit compliance.
- Management arrangements regarding offences, prohibitions and relevant follow up actions.

#### Vehicle Maintenance Audit

#### Description

Our comprehensive Vehicle Maintenance Audit is mapped to DVSA *Guide to Maintaining Roadworthiness*.

The audit investigates systems relating to daily walk around checks, safety inspections and repair facilities (in-house and contracted-out); safety inspections frequencies and documentation; responsibilities for roadworthiness and continuous monitoring to ensure quality and compliance.

Not only does this audit look at the operator's compliance, but the sampling of vehicle files and safety inspection sheets in the files can support the operator in understanding how compliant and efficient their maintenance arrangements are.

On arrival at the chosen site, the auditor will obtain information about the operation and vehicles within the current fleet. They will use this information to identify suitable vehicles that may be used for sampling throughout the audit. Additional random sampling may also take place. A comprehensive, documented report will be produced clearly reporting where maintenance systems and procedures follow the latest recommendations and highlight opportunities for improvement.

#### Who is it for?

This audit has been designed for operators wanting to assess the compliance and efficiency of their maintenance arrangements to ensure their vehicles are in a roadworthy condition, regardless of operating conditions, fleet size or vehicle type. Suitable for both in-house and contracted-out maintenance arrangements.

#### What does it cover?

General fleet information, fleet profile, safety inspection intervals, specific information on vehicle and trailers, annual test and OCRS information.

#### The Vehicle Maintenance Audit covers five key sections:

- Daily walk around checks and driver defect reporting. (Defect reporting systems and procedures, effectiveness of procedures.)
- Safety inspections. (First use inspections, inspection forward planning, wheel removal/re-fitment and tyre age, safety inspection reports, safety inspection frequencies, brake performance testing.)
- Maintenance arrangements and facilities. (Maintenance arrangements, inspection facilities, the use of third parties.)
- Quality monitoring of maintenance and system. (Maintenance and systems, annual testing and enforcement.)
- Maintenance records and retention. (Manual or electronic.)

#### Full Operator Licence Compliance Audit

#### May be used to satisfy the requirement for a Traffic Commissioner directed audit

#### Description

The Full Operator Licence Compliance Audit provides a comprehensive compliance and management control and procedures review as well as a report and action programme for the client. This details any steps required to ensure legal compliance with the requirements of Operator Licence management.

#### What does it cover?

#### The Operator Licence Compliance audit covers the following:

- A comprehensive review of all aspects of the operation.
- Full engagement with stakeholders with open discussions and advice during the audit.
- Review of processes and procedures.
- Establish whether the operation fully complies with current legislation.
- Identify any aspects of the present procedures that need updating.
- Conduct a review of the company's compliance with these procedures.
- Produce a report and action plan as a result of the review, providing a 'route to compliance'.

#### The areas to be covered in the review are:

- Management of compliance.
- Management controls of the Operator Licence.
- Management of drivers' hours and records.
- Driver training.
- Vehicle maintenance and inspection arrangements.
- Procedures in the event of a road accident.
- Arrangements for hiring of vehicles.
- Goods/passenger vehicle management

Logistics UK provides a detailed recommended action programme with actions categorised according to priority and timescale.

#### Who is this for?

- All operators of vehicles subject to Operator Licensing regulations.
- Operators who want to understand or confirm the level of compliance of their operation.
- Organisations that have received an enforcement request or instruction from The Office of The Traffic Commissioner, DVSA, HSE or other enforcement agency. This audit specifically addresses the requirements of the Traffic Commissioners when a 'Traffic Commissioner directed audit' is requested.

#### Driver Management and Tachograph Systems Audit

#### Description

The Tachograph Systems and Driver Management Audit has been aligned to the requirements of DVSA Earned Recognition Audit standards. By aligning the content to these industry standards, this audit helps operators prepare for Earned Recognition and for what DVSA and the Traffic Commissioners will now expect operators to be able to produce.

The audit consists of 13 sections covering driver management, data analysis and retention, working time systems and monitoring, infringement reporting and driver licence and Driver CPC monitoring.

A comprehensive, documented report will be produced clearly reporting where systems and procedures follow the latest regulations and highlight opportunities for improvement.

#### Who is it for?

The Driver Management and Tachograph Systems Audit is designed to help operators prepare for Earned Recognition and for what DVSA and the Traffic Commissioners now expect operators to be able to produce. It looks for more than just evidence of something happening within the transport operation. It requires the operator to demonstrate and provide documented evidence of policy and procedure. It basically asks, 'where does it say what you do?'. This audit takes operators to the next level of demonstrating compliance around tachograph systems and driver management.

#### What does it cover?

The Tachograph Systems and Driver Management Audit covers 13 key sections:

- Driver and Company Card Management.
- Return of Records.
- Downloading of Driver Cards.
- Downloading of Vehicle Units.
- Tachograph Analysis.
- Working Time Systems and Monitoring.
- Infringement Reporting.
- Keeping of Records.
- Scheduling.
- Driver Management and Payments.
- Driving Licence and DCPC Monitoring.
- Speed Limit Compliance.
- Tachograph and Speed Limiter Equipment.

#### LOGISTICS UK

# **Tachograph Services**

Logistics UK's Tachograph Services can provide you with a complete bespoke solution to support you in managing and improving your compliance with drivers' hours and tachograph regulations, offering a tailored approach to suit your company size, operational processes and individual needs.

The range of our Tachograph Services is based on our own drivers' hours rules engine and Vision compliance platform, developed in-house and supported by Logistics UK's industry legislation and policy experts.

#### Services offered

- Tachograph analysis, supported by Vision compliance platform.
- Compliance review and support services on-site or remote options available.
- Contract management service.

#### Services benefits

- Bespoke advice.
- Own drivers' hours rules engine.
- Compliance management.
- Opportunity to benchmark operation.

#### Contact us today for more information.

#### Visit www.logistics.org.uk/tachoAP or call 0371 711 2222\*

#### Van Excellence Audit



#### Description

With the lack of regulations governing van operators, Van Excellence provides the footprint for 'what good looks like' in van operations. The Van Excellence Audit focuses on three main areas: the vehicle, the driver and safe working practices.

All employers have a responsibility to manage health and safety and operators of vehicles are no exception. There needs to be policies, procedures and 'safe systems of work' in place that reduce work related risks, including the on-the-road activities of employees, so it is vital that risks arising from the fleet of motor vehicles are properly managed.

Satisfactory audits for Van Excellence remain valid for one year from the initial audit, provided the standards and terms and conditions continue to be met. Renewal audits must be completed prior to the annual expiry date of the membership.

#### What are the benefits?

- Peace of mind in your compliance with best practice.
- Reduces corporate and operational risk.
- Cost savings through adopting best practice procedures.
- Provides confidence to you and your clients.
- Improves operational efficiency and driver confidence.
- The chance to share and compare with other fleets.
- Industry and customer recognition.
- Use of the Van Excellence logo.

#### Who is it for?

Van Excellence is designed to support operators of vans with their risk management and embedding robust operational standards into their operation.

#### Van Excellence training

Changes to sentencing guidelines mean companies and individuals are, more than ever, culpable for breaches of the Health and Safety at Work Act 1974. Fines are dependent on turnover and, in the case of larger companies, these could reach millions of pounds. Sentences imposed upon individuals are more severe and the likelihood of custodial sentences for directors is also greater.

In answer to our members' requirements, we have created the Van Excellence training standards by which the entire industry can be measured. Training is available for both drivers and managers alike. High quality training is one of the essential principles cited in the Health and Safety Executive (HSE) publication Leading Health and Safety at Work.

#### With Logistics UK's Van Excellence training you benefit from:

- Reduced risks, fewer accidents, lower costs.
- Evidence of management intent.
- Increased road safety.
- Increased productivity.
- Evidence of accountability.

#### Further details of the UK's van services are available at <u>www.logistics.org.uk/road/vans</u>

#### Audited every

1 year

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# Van Excellence

#### Drive Safer with Logistics UK's Van Excellence

Have peace of mind that your vans are operating safely with Van Excellence. Whether you operate one or multiple vans, we can support your business through our specific training courses and products, as well as helping you to become a certified operator with the Van Excellence Certification Scheme. The Van Excellence Certification, designed with safety and efficiency at its core, by some of the best van operators in the UK, is facilitated and managed by Logistics UK to recognise excellence and improve operational standards. At its heart are the Van Excellence Standards outlining 'what good looks like' in van operations.

Get in touch to ensure your operation is safe, efficient and compliant.

#### Visit www.logistics.org.uk/van or call 0371 711 2222\*

\*Calls may be recorded for training purposes

Van Gold Partners













#### **Truck Excellence Audit**



#### Description

Truck Excellence is designed by the industry for the industry and provides operators with peace of mind in the legal compliance of their truck fleet. Truck Excellence provides operators with a route to assessing their systems and processes and requires no electronic continuous monitoring/KPI reporting systems.

The audit consists of 9 sections covering operators' licences, vehicle standards, drivers' hours and driver and operational management

#### What are the benefits?

- A cost-effective solution to compliance.
- Gain peace-of-mind in the legal compliance of your truck fleet.
- Increased levels of safety for your drivers and other road users.
- Public recognition for operating to high industry standards.
- Use of the Truck Excellence logo.

#### Audited every

1 year

#### Driver Agency Excellence Audit

#### Description

Driver Agency Excellence is a voluntary initiative which has been developed alongside operators and driver agencies. It aims to recognise, encourage and promote best practice within the sector. Driver Agency Excellence is managed by Logistics UK and steered by a Governance Group, made up of specialist driver agencies.

Driver Agency Excellence is referenced within the DVSA's Earned Recognition scheme as a means of best practice regarding the management of agency drivers. Although the audit is conducted with the driver agency, Driver Agency Excellence provides benefits to both operators and driver agencies. By specifying the requirement for driver agencies to be a member of the Driver Agency Excellence scheme, operators can help to raise the standard of driver agencies being used within the industry whilst mitigating risk to their operator licence by using a driver agency that truly understand the specific needs of the logistics industry.

Satisfactory audits for Driver Agency Excellence remain valid for one year from the initial audit, provided the standards and terms and conditions continue to be met. Renewal audits



must be completed prior to the annual expiry date of the membership.

#### Who is it for?

Driver Agency Excellence has been created for operators and driver agencies alike.

For operators, Driver Agency Excellence can help to identify driver agencies who understand the logistics industry and the importance of an operator licence and those agencies that are prepared to go that extra mile to demonstrate this.

For driver agencies, Driver Agency Excellence demonstrates to employees and customers that they are an exemplar agency with regular auditing providing a continual review and improvement of their systems and staff development aligned to the key areas within the industry.

Audited every 1 year

# **Bespoke Reviews**

Logistics UK's Bespoke Reviews delivered by our Consulting and Standards team provide an independent perspective on difficult operational matters that not only identify solutions and unlock savings, but also increase performance and reduce risk.

Our consultants have a rare breadth of experience drawn from an impressive range of

organisations and sectors that they can bring to bear on the unique operational issues you might be facing.

#### The areas covered by our bespoke reviews are:

- Compliance reviews as part of Public Inquiry response.
- Workplace transport safety.
- Engineering investigations.
- Operations efficiency reviews

#### Drivers' Hours Working Time and Record Keeping Review

#### To satisfy an enforcement action

#### Description

The Drivers' Hours Working Time and Record Keeping Review provides a full compliance and management control and procedures review as well as a report and action programme for the client detailing any steps required to ensure legal compliance with the requirements of Operator Licence management.

#### **Review content**

#### The review will involve the following:

- Establish whether the areas at present covered by the procedures fully reflect current legislation.
- Identify any aspects of the present procedures that need updating.
- Conduct a review of the company's compliance with these procedures.
- Produce a report and action plan as a result of the review.

#### The areas to be covered in the review are:

Management of Compliance including:

- Investigation as to the extent to which the Operator Licence responsibilities of the management of the location are understood by the relevant managers.
- Is the manager or senior person able to demonstrate "Continuous and Effective Control" of Operator Licence legal compliance?
- Systems for reporting and monitoring compliance.

Management controls of the Operator Licence including:

- Operator Licence procedures:
  - Arrangements for ensuring compliance with Operator Licence requirements.
  - Arrangements for complying with any special undertakings that may apply.
  - Applying for variations or additions to licences.
  - Keeping records for Operator Licence purposes.

Management of drivers' hours and records

- Compliance with the requirements of the Working Time and Agency Workers Directives.
- Arrangements for tachograph or worksheet records analysis including:
  - Procedures for following up driver infringements.
  - Action taken to avoid recurrences of infringements.
  - Compliance with activity timescales eg Downloading/ Return of Tachographs.
- Record keeping.

#### Who is it for?

Organisations that have received an enforced request or instruction from The Office of The Traffic Commissioner, DVSA, HSE or other enforcement agency.

#### Maintenance System Review

#### To satisfy an enforcement action

#### Description

The Maintenance Systems Review provides a full compliance and management control study and procedures review and as well as a report and action programme for the client detailing any steps required to ensure legal compliance with the requirements of Operator Licence management.

#### What does it cover?

#### The review will involve the following:

- Establish whether the areas at present covered by the procedures fully reflect current legislation.
- Identify any aspects of the present procedures that need updating.
- Conduct a review of the company's compliance with these procedures.
- Produce a report and action plan as a result of the review.

#### The areas to be covered in the review are:

#### Management of Compliance

- Investigation as to the extent to which the Operator Licence responsibilities of the management of the location are understood by the relevant managers.
- Is the manager or senior person able to demonstrate "Continuous and Effective Control" of Operator Licence legal compliance?
- Systems for reporting and monitoring compliance.

#### Management controls of the Operator Licence

- Operator Licence procedures:
  - Arrangements for ensuring compliance with Operator Licence requirements.
  - Arrangements for complying with any special undertakings that may apply.
  - Applying for variations or additions to licences.
  - Keeping records for Operator Licence purposes.

Vehicle maintenance and inspection arrangements

- Routine service inspections, planning and execution.
- MOT checks.
- Drivers' daily checks.
- Driver defect reporting arrangements including rectification of defects reported.
- Record keeping.
- Offences, investigations and follow-up action in respect of:
  - Prohibition notices.
  - Road traffic offences.
  - Graduated fixed penalties.

#### Who is it for?

For organisations that have received an enforced request or instruction from The Office of The Traffic Commissioner, DVSA, HSE or other enforcement agency.

# LOGISTICS L **Logistics UK Membership**

Logistics UK is the only business group in the UK that represents all of logistics, with members from road, rail, air and sea industries, and all businesses who depend on the efficient movement of goods.

#### We provide:

- Crisis advice hubs.
- Influence on regulators so you can have your input into the industry.

#### Our members also receive:

- Compliance support from the Member Advice Centre.
- Free insightful information by regular updates and webinars.
- All services' expertise at a discounted price.
- And much more...

#### Logistics UK membership benefits you in the following ways:

- Saves you time and money.
- Ensure your operations efficiency and compliance.
- Regular updates on crucial developments and compliance matte within the industry.
- Opportunity to feed back your opinions and concerns delivered directly to regulators and government.
- Access to our Member to Member portal, giving you access to peers for advice and assistance.

Logistics UK's membership packages provide you with the tools to keep your operation safe, efficient and compliant. Also as a Logistics UK member, your best interests are championed when it comes to new transport policies and key issue.

#### Contact us today for more information.

#### Visit www.logistics.org.uk/membershipas22 or call 0371 711 2222\*

#### **Engineering Investigations**

#### Description

All fleet operators face technical challenges. These can range from issues with operational vehicles to making choices with new vehicles. If you have a requirement that involves vehicles or equipment, the specialised engineering consultants in the Consulting and Standards team can help.

Examples include:

- 'Wheel off' and loose wheel incidents.
- Fire investigations (thermal incidents).
- Maintenance failures.
- Accident investigations.
- Specialist vehicle inspections.
- Vehicle specification compliance.

All of the above services include the production of an illustrated written report and any appropriate actions/recommendations.

#### What are the benefits?

- Specialist engineering support.
- Reduces corporate and operational risk.
- Potential cost savings from greater understanding of what the real problem is.
- Provides confidence to you and your clients.
- Improves the operational suitability of the vehicle fleet.
- Provides support if the issue becomes legal.

#### Who is it for?

Engineering investigations are for any fleet operator of any type and size that require a solution to a technical problem or challenge.

#### LOGISTICS UK

# **Vehicle Inspection Service**

Logistics UK's Vehicle Inspection Service (VIS) delivers Roadworthiness inspections through our United Kingdom Accreditation Service (UKAS) team, giving you peace of mind that your fleet is compliant with DVSA's Guide to Maintaining Roadworthiness (even when maintenance is outsourced). Logistics UK's fully independent accredited inspection service covers Heavy Commercial Vehicles, Light Commercial Vehicles, Passenger Carrying Vehicles, Specialist Vehicles, Mobile Road-Going Cranes, Mobile Elevating Working Platforms and Mechanical Handling Equipment.

#### Benefits of VIS:

- Save up £260 annually per vehicle.
- Protect your reputation.
- Ensure compliance.
- Reduce vehicle downtime and driver waiting time.

#### Get in touch today to find out how Logistics UK can assist you.

#### Visit www.logistics.org.uk/visAP or call 0371 711 2222\*

#### Workplace Transport Safety Review

#### Description

The Workplace Transport Safety Review is based on two work streams:

- Compliance Knowledge a review of the existing policies and procedures to ensure that all aspects of new health and safety legislation, HSE best practice guidelines and significant case law clarifications are built into the client's policies and procedures in a practical and deliverable form.
- Review to review the practice of delivering health and safety compliance incorporating processes and procedures.

#### **Review content**

#### The review's key objectives are:

- To establish whether the areas at present covered by current legislation, company procedures and good practice have been effectively put in place and implemented by a review process.
- Provide support in completing recommendations where required, for example, risk assessments and practical health and safety improvements.

#### The areas to be covered in the review are:

Management of Compliance

- The adequacy and robustness of Corporate Governance rules and understanding.
- Policy Statement and lines of responsibility.
- Outline examination of all existing health and safety documentation, including current manuals.
- Investigation as to the extent to which health and safety responsibilities are understood by company line managers and employees.
- Accident reporting and management.
- Safety meetings, representation and performance.
- Job descriptions.
- Records.
- Identification and control of key workplace hazards such as fire and noise.
- Management of workshop equipment, tooling and machinery.
- Occupational health.

#### Notices

Statutory notices and visibility.

#### On-site and off-site activities

- Process for identification of risk assessments required.
- Process for establishment of safe systems of work requirements.
- Completed risk assessments including visiting contractors and work permits.
- Safe systems of work-procedures, working practices and associated documentation.
- Provision, control and use of work equipment including PPE equipment, operation and testing.

#### Workshop Activities

Observation of existing practices and levels of compliance with legislative and procedural requirements in the following areas:

- Offices.
- Transport Yard.
- Workshops.
- Vehicle movement/parking arrangements.
- Pedestrian segregation.

#### Training

- Induction and ongoing safety training in respect of equipment and facility use.
- Training for appointed staff including technicians and the lines of responsibility for ensuring that such training is undertaken.

#### Environment

- Working environment.
- Waste.
- Hazardous substances.

#### Who is it for?

Organisations that have received an instruction from an enforcement body eg HSE. Also, for organisations that are looking to monitor and improve health and safety policies and activity in the workplace.

#### LOGISTICS UK

# Training

# Logistics UK is an established provider of essential compliance training for the transport and logistics industry.

We offer a wide range of logistics industry training courses, both classroom-based and online, to suit you and your organisation's requirements. Whether you are a driver, manager, engineer, HR specialist or director, we will have something to suit your needs.

Our classroom face-to-face courses are hosted at venues across the UK, but we also offer a more flexible and cost-effective approach through our online training. Or, our in-company option might be best for you, as an effective method of cascading training throughout your transport team.

#### Our extensive range of courses include:

- Transport Manager CPC
- Operator Licence Awareness Training (OLAT)
- CPC Refresher
- Driver CPC

Plus many more...

- Aviation Security Training
- ADR training
- Dangerous goods training
- Van Driver Safety Training

Contact us today for more information.

#### Visit www.logistics.org.uk/training22 or call 0371 711 2222\*



# 

# **Audit Dashboard**

#### What is the Audit Dashboard?

The Audit Dashboard enables you to get live Audit data updated at the end of each day, covering all elements of an Audit carried out by Logistics UK Auditors at all the various sites visited.

It allows you to view data through a range of screens to portray, filter and analyse results in a range of different ways. It provides you with the ability to focus on adverse results quickly, providing a fast route to identifying where the issues lie.

#### Why use the Audit Dashboard?

As data is updated every day the information allows you to quickly identify any issues found to enable resolution.

It provides a simple 'click through' action to get to the part of the audit you are interested in.

The dashboard uses an intuitive RAG rating (red, amber, green) to visually draw your attention to serious, not so serious and satisfactory results.

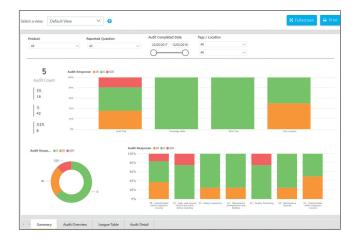
The dashboard provides a league table which uses a points table – a points system to enable ranking and calculating percentage results.

It allows you to see the details of which questions and answers have caused issues and pinpoint exactly which part of the system is responsible for adverse results.

#### What Audits' results are available in the Dashboard?

- Van Excellence.
- Driver Agency Excellence.
- Driver Management and Tachograph Systems.
- Vehicle Maintenance.





- Displays results for each site, showing red where there are serious issues highlighted.
- One click on the red section re-displays the screen showing only areas of serious concern.

## 

# **Remote delivery**

#### **Remote Audits and Reviews**

The Remote Audit and Review service covers multiple areas, including audits required for Public Inquiries which follow a framework provided by the Office of the Traffic Commissioner\* aimed at improving operator safety whilst operating in compliance with government guidelines and public health advice.

#### Audits and reviews available via remote delivery:

- Vehicle Maintenance Audit (remote and on-site).
- Van Excellence Audit (remote and on-site).
- Driver Agency Excellence Audit (remote and on-site).
- Operator Compliance Audit and Review as part of a Public Inquiry response (remote and on-site).
- Operations Efficiency Review (remote and on-site).
- Driver Management and Tachograph Systems Audit (remote and on-site).

Tim Blackmore, Traffic Commissioner for the North East of England, speaking at Logistics UK's Transport Manager 2020 virtual conferences:

"Audits remain extremely important to operators to improve their compliance and provide assurances to themselves that they are meeting high standards and when requested by a Traffic Commissioner.

Traffic Commissioners considered the available options during the pandemic and determined that remote audits could be a temporary alternative and will remain in place for the foreseeable future, with a longer-term view as to their acceptance to be determined in due course."

T: 01892 526171\* F: 01892 534989 www.logistics.org.uk



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