

Main Haulier – PTS "AUTOZAK" Sp. z o.o.

Non-integrated Subcontractor – a transport company which does not provide transport services for the Main Haulier on a permanent basis, when it provides services for the Main Haulier, it does so under its own trademark and in accordance with the guidelines concerning the quality, safety, health and environmental protection standards imposed by the Main Haulier, cooperation is carried out on the basis of service provision orders

1. The Subcontractor executes transport service provision orders with conscientiousness, ensuring high quality, safety as well as health and environmental protection.
2. The Subcontractor meets the national and/or international legal regulations concerning its transport activity.
3. The Subcontractor have appropriate permits and licences required in order to provide transport services.
4. The Subcontractor's drivers have valid and appropriate certificates proving their qualifications in relation to the carried goods.
5. The Subcontractor and its drivers strictly follow the policy concerning the use of drugs and alcohol.
6. The working hours of the Subcontractor's drivers are in compliance with the relevant national and international legal regulations and are properly recorded, and all records are properly maintained.
7. The Subcontractor and its drivers meet the relevant regulations concerning parking and route selection.
8. All relevant transport and customs documentation supporting the operation are carried in the house-to-house chain with the utmost attention and care.
9. All service partners in the supply chain are informed about the risks associated with the carried products.
10. All the provisions of the applicable national and international regulations for the transport of dangerous goods (ADR) concerning the labelling, placarding, documentation, equipment, training, segregation of goods are implemented by the Subcontractor.
11. For the transportation of dangerous goods the Subcontractor's drivers should have valid ADR training certificate and are equipped with appropriate personal protective equipment.
12. In case of transporting dangerous goods, the Subcontractor appoints a qualified Dangerous Goods Safety Adviser (DGSA). The DGSA has valid licences and he is responsible for preparing incident reports as well as annual reports.
13. The Subcontractor carries transport orders using roadworthy vehicles as well as applicable equipment meeting the legal requirements necessary for proper and safe transport. Vehicles and equipment used for the carriage of dangerous goods meets all legal requirements and is used in accordance with the manufacturer's instructions.
14. Vehicles and equipment (including hoses) are properly maintained and regularly tested.
15. The Subcontractor cooperates with qualified technical services provider in order to ensure safety and minimise the failure frequency of vehicles and equipment during the transport.
16. The Subcontractor cooperates with qualified cleaning stations. At the request of the Main Haulier, the Subcontractor provides information concerning the latest product transported in a tanker/container and follows the guidelines referring to cleaning station that should be used before loading the product to be transported. In special cases Subcontractor provides information concerning the three latest products transported in a tanker/container, copies of cleaning documents and/or Material Safety Data Sheets.
17. The Subcontractor immediately notifies the Main Haulier by phone of any accidents, incidents (including near-miss accidents), complaints and any other discrepancies and failures which make it impossible to deliver the product on time or which are dangerous for the product and its safety. At the request of the Main Haulier, the Subcontractor provides a relevant written incident report.
18. The Subcontractor has an active emergency phone number for 24 hours a day/7 days a week, at which a competent person can be contacted in case of any emergency.
19. The Subcontractor's drivers rigorously follow the industrial safety principles, the guidelines received from the Main Haulier concerning the loading and unloading procedures, as well as the internal procedures effective at particular loading and unloading sites (especially those concerning work at height, sampling, load securing, cleanliness of equipments).
20. The Subcontractor is responsible for the selection and training of drivers. Drivers' training should covering the following topics: rules concerning documentation (transportations', vehicles' and drivers' documents), customs handling, drivers' working hours, local parking and routing regulation, a vehicle's equipment and labelling, use of cleaning stations, safe driving, wearing of seat belts, safe loading and unloading, weight limits, products segregation and compatibility, dealing with emergencies, procedure of product specific, legal requirements, customer requirements. During the transport the Subcontractor provides drivers the access to the driver manual which includes mentioned topics.
21. It is recommended that the Subcontractor has implemented Behaviour Based Safety (BBS) on driving and loading/unloading.

22. The Subcontractor should not subcontract the services any further to another carrier unless the Main Haulier give written consent to this (including e-mail). In such case, the Subcontractor ensures that a transport company meets no worse quality, safety, and health and environment standards as the Subcontractor.
23. The Subcontractor have a comprehensive insurance policy (company liability, damage of transported goods liability – CMR, environmental liability, vehicle 3rd party liability).
24. All data included in orders as well as information concerning orders obtained by the Subcontractor during the execution of orders and/or related to the execution of orders are confidential and may not be used and/or disseminated by the Subcontractor for its own purposes, the purposes of entities related to the Subcontractor or any other entities.
25. In case of transporting dangerous goods, the Subcontractor ensures appropriate transport supervision and management in order to prevent any unauthorized use of dangerous materials (in accordance with Chapter 1.10 of ADR).
26. Any additional requirements not included in these guidelines (e.g those determined by customers - chemical plants) are specified in particular transport orders.
27. In case the Subcontractor undergoes a SQAS Transport Service Assessment, it is obliged to provide the Main Haulier a current assessment report.
28. In cases when the Subcontractor:
 - has not undergone a SQAS Transport Service Assessment,
 - has not provided the Main Haulier a current SQAS Transport Service Assessment Report,
 - has breached the regulations of these guidelines,

the Main Haulier is entitled to carry out regular inspections of the Subcontractor in the scope covering the SQAS Transport Service Assessment and customers' (chemical plants') requirements.

EMERGENCY TELEPHONES IN PTS "AUTOZAK" Sp. z o.o.

from Monday to Friday
07:00 a.m. to 16:00 p.m.

+48 77 40 54 346
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outside working hours

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