

Audit Checklist Vehicle Fleet Partners permanent Subcontractors

Vers.1 - English
as of September 9th, 2019
created by JANPA / approved by JANPA
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Audit Checklist Subcontractors

Name of the auditor at Berger Logistik	Team / position at Berger Logistik

Audited company:	Relevant data of the audited company (e.g. turnover etc.)
Company name and address (stamp is sufficient) AZYMUT M&K S.C ul. Małcużyńskiego 7 86-105 Świecie 5592046871	Total vehicle fleet: Ilość aut 19 Vehicles under contract with Berger Logistik: Ilość aut w BL 19 Other information:
Conversational partner / Jarosław KONIECZKA	Position / Współwłaściciel

Checklist legal conformity

How does the company ensure compliance with national and international laws and regulations?

W jaki sposób firma zapewnia spełnianie przepisów i regulacji prawnych?

Verification: Przestrzeganie KODEKSU PRACY

Is the adherence to minimum wage laws of the following countries granted?

Czy firma przestrzega przepisów dot. płacy minimalnej w krajach poniżej?

Germany (MiLoG)

☒ yes

☐ no

Verification: (e.g. copy of pay slip with MiLoG payment)

France („Loi Macron“)

☒ yes

☐ no

Verification: (e.g. copy SpSi registration, copy of pay slip with Loi Macron payment)

Does the company ensure compliance regarding working hours and driving times and does the company keep complete records (according to EU regulation 561/2006 – restrictions regarding working hours and driving times 2002/15)? W jaki sposób firma zapewnia przestrzeganie przepisów dot. czasu pracy, czasu jazdy i czy firma przechowuje kompletne dane.

☒ yes

☐ no

Verification: (e.g. digital extract of speedometer)

Does the company have a currently valid operating license?

☒ yes

☐ no



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Verification: (e.g. commercial register, transport license, etc.)

Checklist **Quality, Security and Health**

Does the company have a valid certification from an independent organisation?

(e.g. ISO 9001, ISO 14001, SQAS, IFS Logistics, BRC, etc.)

Czy firma posiada certyfiakty (e.g. ISO 9001, ISO 14001, SQAS, IFS Logistics, BRC, etc.)?

☐ yes

☒ no

If yes, which one?

Does the company ensure the statutory additional training for drivers (in accordance with EU Directive 2003/59/EC) as well as the special training in terms of products or customer training?

Czy firma prowadzi szkolenia dla kierowców?

☒ yes

☐ no

Verification: (e.g. copy of C95 training)

Does the company carry out ADR transports and therefore has a Dangerous Goods Safety Advisor (safety advisor according to ADR/RID 1.8.3.)?

Czy firma posiada uprawnienia do przewozu ADR.

☐ yes

☒ no

If yes, check the validity of the training documents of the Dangerous Goods Safety Advisor.

Verification (valid certificate Dangerous Goods Safety Advisor):

Is it ensured that drivers transporting ADR goods carry a valid ADR certificate and that all requirements regarding ADR regulations are met?

☐ yes

☐ no

Verification: (e.g. copy of ADR certificate)

Does Berger Logistik have a 24/7 emergency number of the company?

Czy Berger Logistik posiada nr kontaktowy 24/7

☒ yes

☐ no

If yes, which one?

Is the company informed about the 24/7 emergency number of Berger Logistik?

Czy firma jest poinformowana o nr 24/7 Berger Logistik

☒ yes

☐ no

Is there an effective system for passing on all relevant information regarding the transport order to the driver?

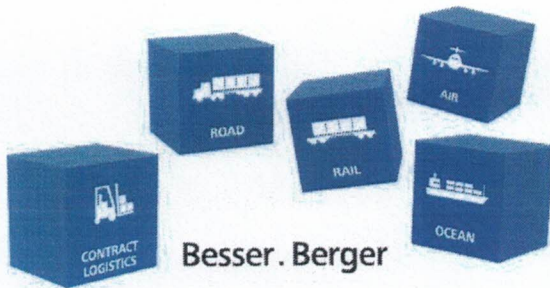
Czy firma posiada system przekazywania stosownych informacji do kierowców?

☒ yes

☐ no

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If yes, which one?

Are all deviations and complaints completely documented and communicated to Berger Logistik?

Czy wszystkie odstępstwa od warunków współpracy i zażalenia są przekazywane i udokumentowane?

☒ yes

☐ no

If yes, how? Verification: (e.g. e-Mail / GPS Styletronic)

Personal review

Overall impression of vehicles / employees / premises etc.

Concluded agreements for further cooperation

Delivered documents / received documents

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ŚWIECIE 16.09.19.
Date, Place

AZYMUT M&K Spółka Cywilna
86-105 Świecie, ul. Malcużyńskiego 7
WSPÓŁWŁAŚCICIEL
Signature
Konieczka Jarosław