

## SAFETY RULES FOR DRIVERS:

1. **Always close** the cab / the vehicle when loading or unloading freight, and in car parks.
2. Always make sure that the freight complies with the transport documents **(be present at the loading / unloading) and that you have the date, the stamp, the signature and the name clearly readable, as they confirm the delivery of the goods.** If you cannot be present at loading / unloading put such information in the CMR.
3. **Report any irregularities** related to loading / unloading / sealing / absence of security protection / non-compliance or missing data in the transport documents to your freight forwarder.
4. Pay attention to improper loading / unloading carried out by careless or dishonest warehouse staff.
5. Before you leave the place of loading, **check if the freight distribution is correct and if the freight has been secured.** Check if the semi-trailer is closed, sealed, and if the numbers of seals have been recorded in the CMR. If possible, lock the door of the semi-trailer with a padlock.
6. **Always check the vehicle, the semi-trailer** and the freight protection as soon as you stop and when your break is over.
7. **Accept changes** of the loading and unloading address only if they have been made by the forwarder. If you have been contacted by another person, inform the forwarder immediately.
8. **Park your vehicle mainly in attended or well-used car parks.** Do not stop in uncertain areas or areas known for recurrent thefts.
9. **Do not take / pick up any unauthorized persons.**
10. **Do not talk with third parties about the specificity or the value of the freight that is being transported.**
11. **Always keep your mobile phone** on and the battery charged. Make sure that your GPS device works properly. Stay in touch with your freight forwarder. Inform him about the loading, travel progress, stops and unloading.
12. If you have been stopped by **the police, ask them to show their ID badges without opening the window, and tell them that you will follow them to the nearest police station.**

13. **Stay alert.** Take into account the possibility that someone might be trying to steal goods from your vehicle.

14. **Notify the forwarder about any unusual situations** (accidents, damage / relocation of cargo).

15. **Any modifications of the vehicle numbers or the driver's data should be immediately reported to the freight forwarder.**