

Journey Management Plan Template Checklist

Transport & Logistics

DOCUMENTATION

Is the previous audit filed?

Yes

No

Na

Is the membership valid?

Yes

No

Na

GENERAL

Is the load labeled correctly?

Yes

No

Na

Is the driver wearing the correct PPE?

Yes

No

Na

Is the assistant having correct PPE?

Yes

No

Na

Is a secured fire extinguisher available on site?

Yes

No

Na

Is a dangerous goods operator card available in vehicles?

Yes

No

Na

Does the driver have a valid license?

Yes

No

Na

Is the vehicle carrying hazardous waste?

Yes

No

Na

Is the vehicle registered for the same?

Yes

No

Na

Are lights functional in vehicles?

Yes

No

Na

Is the windscreen in good condition?

Yes

No

Na

Are tires in good condition?

Yes

No

Na

Are side and rear mirrors working well?

Yes

No

Na

Is the vehicle insured?

Yes

No

Na

Does the insurance cover oil spills?

☐ Yes☐ No☐ Na

Is the waste manifest signed correctly?

☐ Yes☐ No☐ Na

Is the vehicle inspected daily?

☐ Yes☐ No☐ Na

Are tanks and containers in good condition?

☐ Yes☐ No☐ Na

Is there a valid trim card for load?

☐ Yes☐ No☐ Na

Are drivers and assistants trained to operate the vehicle?

☐ Yes☐ No☐ Na

GENERAL COMPLIANCE

Is the vehicle compliant?

☐ Yes☐ No☐ Na

Additional comments

Signature

SIGNATURE

OPERATIONAL REQUIREMENTS

Is the vehicle clean to be operated safely?

☐ Yes☐ No☐ Na

Is the drip tray in good condition?

☐ Yes☐ No☐ Na

Does the operator manual have all procedures?

☐ Yes☐ No☐ Na

Is the hose in good condition?

☐ Yes☐ No☐ Na

Is the pump secured?

☐ Yes☐ No☐ Na

Is the pump neat?

☐ Yes☐ No☐ Na

Is the spill kit complete?

☐ Yes☐ No☐ Na

Is the spill kit in good condition?

☐ Yes☐ No☐ Na

Is a fully stocked first aid kit available?

☐ Yes☐ No☐ Na

Are oily rags and filters contained using the proper method?

☐ Yes☐ No☐ Na

PROCESS APPLICATION

Is spill procedure followed?

☐ Yes☐ No☐ Na

Are fire safety procedures followed?

☐ Yes☐ No☐ Na

Are health and safety procedures followed?

☐ Yes☐ No☐ Na