

This is to certify

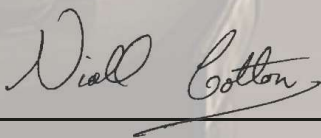
KTL

has achieved **FTA Ireland VanSafe standard**, in recognition  
of reaching the minimum standards of compliance  
and with active systems in place.

Expiry date: August 2024



Signed

A handwritten signature in black ink, reading 'Niall Cotton'.

**Niall Cotton**  
President

Signed

A handwritten signature in black ink, reading 'Aidan Flynn'.

**Aidan Flynn**  
CEO

# VanSafe Standard

Audit report



# VanSafe capture form

Name	KTL							
Location	Unit P, M7 Business Park, Newhall, Naas, Co. Kildare W91 HD85							
Name of auditor	Donncha Cody							
Name of person providing information	Donal Gray, Emma Jane Murphy							
Position of person providing information	Plant Manager; SAHEQ adviser							
Audit date	16/08/23	Type of audit	<input type="checkbox"/> Initial <input checked="" type="checkbox"/> Renewal					
Number of vehicles	64	Number of drivers	104					
Number of alternatively fuelled vehicles								
Euro VI	Bio diesel	CNG	LNG	LPG	Electric	Hydrogen	Hybrid	Other
64	0	0	0	0	0	0	0	0

Driver records		Vehicle records	
Name/ID	Checked	Registration number	Checked
SP	Lic expiry 30/03/32	211D3579	
FV	Lic expiry 22/02/29	202D9095	
JH	Lic expiry 16/12/26	211D34712	
GH	Lic expiry 08/09/23	212D16735	
AH	Lic expiry 01/02/29	202D1509	
NH	Lic expiry 19/04/28	231D42603	
AM	Lic expiry 01/02/29	222ED8795	
PK	Lic expiry 28/06/26	201D8692	
RR	Lic expiry 07/12/25	191D19488	
DN	Lic Expiry 08/06/28	192D7635	

PLEASE NOTE  
NC means 'not checked' – only used where no system is in place – N/A means 'not applicable' – please see notes for the section

# 1 Vehicle and equipment maintenance

## 1.1 Pre-use defect checks

	Question	System in place?	Evidence of system?	Description and evidence
1	Are drivers required to carry out pre-use checks?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NC	All drivers have been provided with instruction and training on how to carry out pre-use checks and record the details on the 'Velocity' walk around checklist app; the plant manager carries out audits to monitor the usage of the app. Weekly reports are prepared by the SHEQ adviser advising which vehicles have been moved without checks confirmed; the exceptions are investigated and advised as demonstrated during the audit.
2	Are drivers competent to carry out pre-use checks?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NC	All drivers are provided with induction training; within the training there is a module on walk around checks; the details of the module contents were seen during the audit. An internal video is also shown to drivers and drivers sign to acknowledge receipt of training as verified during the audit by reference to the files of SP, FV and JH.
3	Are identified defects recorded?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NC	Defects identified during the pre-use checks are advised to the plant manager and line manager, and recorded in the 'Velocity' system. The system was demonstrated on the day.
4	Are identified defects assessed by a competent person?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NC	The line manager and/or the plant manager are the competent authority to assess the defect. The plant manager is a qualified mechanic; the defect is assessed and then the relevant lessor is advised and organizes for the vehicle to be sent to the appropriate workshop for rectification as demonstrated during the audit.
5	Are identified defects rectified?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NC	The plant manager or a member of the team arrange for rectification with the appropriate approved supplier. The 'Velocity' system is updated when the defect is repaired. The system was demonstrated on the day.

## 1.2 Maintenance cycles

	Question	System in place?	Evidence of system?	Description and evidence
1	Has an audit on the appropriate maintenance cycles for your vehicles been undertaken?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NC	Vehicles used by the operator have been acquired under three different systems; few are owned, the majority are leased and some are on spot hire; where the vehicles are leased or hired, the maintenance cycle is agreed with the supplier and the maintenance is a joint responsibility with notifications received from the supplier on a month's notice basis; vehicles owned by the operator have a maintenance cycle that is distance based subject to a maximum interval of 6 months between safety inspections. Each vehicle has a reminder windscreen sticker advising next service fitted.
2	Are vehicles planned and maintained to your stated cycles?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NC	With agreed maintenance plans, the plant manger has a record of due dates; in turn each vehicle has a notice of the due date in the cab; it is the driver's responsibility to notify the plant manager when the service date is due within the next month as demonstrated during the audit. Wall charts are maintained in the transport office to facilitate management of the system.
3	Has an audit on the appropriate maintenance cycles for your ancillary equipment been undertaken?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NC <input checked="" type="checkbox"/> N/A	Not applicable.
4	Is your ancillary equipment planned and maintained to your stated cycles?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NC <input checked="" type="checkbox"/> N/A	Not applicable.

## 2 Safe working environment

### 2.1 Risk analysis

	Question	System in place?	Evidence of system?	Description and evidence
1	Has a documented risk analysis on the use of vehicles, associated equipment and working practices been undertaken?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NC	A comprehensive suite of risk assessments has been created and the relevant ones are included in the safety statement; the resultant safe working practices are incorporated in the 'Driving for work' policy document which all drivers have been provided with. Copies of the updated risk assessments were seen on the day with the latest versions completed on the 14th of April 2023.

### 2.2 Loading requirements

	Question	System in place?	Evidence of system?	Description and evidence
1	Is there a documented safe and legal loading policy in place?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NC	All vehicles are purpose built to carry the equipment that the technicians are required to carry; the only loading or unloading carried out by a driver is of their technicians' equipment. A copy of the policy detailing compliance with the legal advices was seen on the day.

### 2.3 Driver and passenger protection

	Question	System in place?	Evidence of system?	Description and evidence
1	Has a documented audit of appropriate driver and passenger protective equipment been undertaken?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NC	All vehicles at acquisition must be factory fitted with approved specific safety features that include driver and passenger protective equipment. All vehicles are fitted with adequate anchorage points, straps, a standard toolbox and steel bulkheads.
2	Are all new vans required to be fitted with a steel bulkhead?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NC <input type="checkbox"/> N/A	All vehicles acquired are in line with the procurement policy that specifies that a factory fitted bulkhead is a compulsory requirement.

## 2.4 Carriage of external loads

	Question	System in place?	Evidence of system?	Description and evidence
1	Are vehicles equipped with suitable equipment to safely carry external loads?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NC <input type="checkbox"/> N/A	No external loads are carried but some vehicles are fitted with specialist ladder racks; the way that the racks are fitted removes the requirement for the driver to climb on the vehicle. This system was demonstrated on the day.

## 2.5 Speed limiting

	Question	System in place?	Evidence of system?	Description and evidence
1	Are vehicle speeds effectively controlled by the use of speed limiters (set a maximum of 120kph) or contextual speed monitoring?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NC	From the Verizon telematics system fitted in every vehicle, vehicles road speeds are monitored; if the speed limit is exceeded an e-mail alert is generated which enables the operator to monitor/warn a driver as demonstrated during the audit. The drivers are then placed in a league table as demonstrated during the audit; on a weekly basis, driver reports are generated and league tables classified as Green, Amber and Red produced; a comprehensive system of warnings and measures up to and including advanced driver training are availed of the improve driver compliance with speed limits.

## 2.6 Towing vehicles

	Question	System in place?	Evidence of system?	Description and evidence
1	Are only designated vehicles used for towing? <sup>†</sup>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NC <input type="checkbox"/> N/A	A small portion of vehicles in the fleet are fitted with tow bars. There are accessible records of all qualified drivers who can drive the vehicles fitted with tow bars as demonstrated during the audit.
2	Are designated vehicles appropriately adapted/constructed for towing? <sup>†</sup>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NC <input type="checkbox"/> N/A	Designated vehicles have been acquired for, and are the only approved vehicles fitted out for, towing.

<sup>†</sup>Only 'not applicable' where no towing vehicles are operated.

### 3 Vehicle standards

#### 3.1 Vehicle appearance

	Question	System in place?	Evidence of system?	Description and evidence
1	Are drivers required to keep their vans clean and tidy?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NC	<p>Within the 'Driving for Work policy' document in section 4.3 there is an instruction to drivers on their responsibility for 'vehicle cleanliness'.</p> <p>All drivers are supplied with fuel cards and these are approved for use at wash facilities.</p> <p>In addition regular spot checks/audits - on average a minimum of 3 per week - are conducted by project managers and the health and safety department; the records are held on site as seen during the audit.</p>

#### 3.2 Vehicle taxation

	Question	System in place?	Evidence of system?	Description and evidence
1	Is there a system in place to ensure vehicles are taxed correctly?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NC	<p>Where vehicles are company owned, e-mails are received from the relevant local authority; for all other vehicles the discs are supplied by the vehicle supplier.</p> <p>Drivers are trained and reminded of the obligation on them to verify that their vehicle is displaying a valid tax disc during the walk around check.</p>

#### 3.3 Vehicle insurance

	Question	System in place?	Evidence of system?	Description and evidence
1	Is there a system in place to ensure vehicles are insured correctly?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NC	<p>All vehicles are insured on a fleet policy supplied by Aviva, certificate number MF551910147, valid until 22/04/2024.</p> <p>Drivers are trained and reminded of the obligation on them to verify that their vehicle is displaying a valid insurance disc during the walk around check.</p> <p>A copy of the insurance certificate was seen during the audit.</p> <p>The operator has a retrospective insurance policy facility whereby the insurer accepts details of vehicles insured as advised by the operator post the event.</p>

#### 3.4 Annual testing

	Question	System in place?	Evidence of system?	Description and evidence
1	Is there a system in place to ensure vehicles undergo annual (CVRT) testing?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NC	<p>The operator liaises closely with its approved suppliers on ensuring that all vehicles operated are carrying a valid test certificate; monthly emails are received advising upcoming tests and the relevant line manager is provided with ample opportunity to facilitate the test.</p> <p>Copies of the emails and the wall planner were seen during the audit.</p> <p>Drivers are trained and reminded of the obligation on them to verify that their vehicle is displaying where applicable a valid CVRT disc during the walk around check.</p>



## 4 Vehicle administration

	Question	System in place?	Evidence of system?	Description and evidence
1	Are records maintained and accessible, for at least the previous 24 months?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NC	There are two primary providers of vans; there are Service Level Agreements in place which specify that the operator has immediate access electronically or through the supply of hard copies of records to the maintenance records of any van supplied and that these records are available for at least a 24 month period historically.

## 5 Driver licensing and competence

### 5.1 Licence validity

	Question	System in place?	Evidence of system?	Description and evidence
1	Are driving licences checked?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NC	Prior to being offered a driving position within the operation, applicants must submit a copy of their driving license and submit to a driving 'on the road' assessment. On an annual basis, drivers must confirm that their driving license is valid and advise the number of penalty points if any. All driving license details are advised to the insurance provider as part of the policy.
2	Are driving licence checks carried out by a competent person?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NC	Driving license checks are completed by the compliance officer who has access to the NDLS restrictive codes as seen during the audit. The driving licenses for SP, FV and JH are valid until 30/03/32, 22/02/29 and 16/12/26 as demonstrated during the audit.

### 5.2 Fitness to drive

	Question	System in place?	Evidence of system?	Description and evidence
1	Are drivers required to inform you of any changes that could affect their entitlement to drive?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NC	In section 3.1 of the 'Driving for Work' policy, drivers are advised of the requirement to hold a valid license for the vehicle that they are driving on behalf of the operator; in addition they are required in line with the policy to present their license at least annually and complete a declaration in respect of its status. The policy was available for inspection during the audit. The compliance administration function within the operator ensures that the driving license checks are carried out on a quarterly basis.
2	Are drivers required to be fit for their duties and not under the influence of alcohol or drugs?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NC	Section 3.5 of the 'Driving for work' policy details the expectation that the operator has in respect of drivers being fit for work in clear easily understood terms.

### 5.3 Driver induction

	Question	System in place?	Evidence of system?	Description and evidence
1	Are drivers provided with an induction relevant to their role, and records kept for at least the duration of their employment?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NC	All vehicle drivers are provided with induction training relevant to their roles and the records held within the HR department for the duration of their employment.

### 5.4 Driver audit

	Question	System in place?	Evidence of system?	Description and evidence
1	Are new drivers required to undergo a documented driving audit relevant to their role, and records kept for at least the duration of their employment?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NC	Prior to their employment drivers are subject to a one hour driving assessment conducted by an approved independent driving academy; the assessment outcome must be deemed satisfactory prior to commencing driving. Copies of the driver audits were seen during the audit for SP, FV and JH.

### 5.5 Driver training

	Question	System in place?	Evidence of system?	Description and evidence
1	Are drivers provided with appropriate training following a change in job role, or as indicated following an incident, and are records kept for at least the duration of their employment?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NC	<p>It is the operator's policy that all drivers must undergo an 'on the road' assessment prior to commencing driving duties and any driver involved in a driving related incident is subject to immediate withdrawal from driving activities until a re-assessment has been carried out.</p> <p>No incident that merited such re-assessment has been recorded since the last audit; Records of training were seen during the audit.</p>

## 6 Driver behaviour

### 6.1 Drivers' hours and working time

	Question	System in place?	Evidence of system?	Description and evidence
1	Is there a system in place to ensure drivers comply with hours rules? <sup>†</sup>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NC <input type="checkbox"/> N/A	All vehicles are fitted with the Verizon telematics system which provides the relevant project manager with the data to ensure that working time regulations are adhered to; it also facilitates the project managers in their planning.
2	Is there a system in place to ensure drivers comply with Working Time Regulations? <sup>†</sup>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NC <input type="checkbox"/> N/A	The Payroll department monitor and the project managers schedule all drivers to ensure that their activities comply with the working time rules. All vehicles have telematics fitted and each driver has a fob which is used to monitor drivers hours and working time regulations.

<sup>†</sup>Only not applicable where the organisation only operates vehicles used by the armed forces, police or fire brigade.

### 6.2 Speed limits

	Question	System in place?	Evidence of system?	Description and evidence
1	Are drivers required to comply with speed limits?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NC	Drivers are instructed in the 'Driving for work policy' document at section 5.3 that they must always observe the legal or posted speed limit. A copy of the document was inspected during the audit.

### 6.3 Loading

	Question	System in place?	Evidence of system?	Description and evidence
1	Are drivers required to comply with safe and legal vehicle loading?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NC	All drivers who may be required to load or unload have been provided with manual handling and load securing training; the most recent training was on 18/01/22. The operator has a set of weight pads that are used to check and verify the weight of random vehicles per axle and overall as demonstrated during the audit. The weigh pads are held on site and are available for any vehicle that may generate a requirement to confirm the weight.

## 6.4 Mobile equipment and devices

	Question	System in place?	Evidence of system?	Description and evidence
1	Are drivers required to comply with legislation around the use of mobile equipment and devices?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NC	At section 5.4 of the 'Driving for Work' the drivers are instructed that 'it is illegal to use a handheld mobile phone while driving'. Further advice in relation to other devices is detailed in the same section.

## 6.5 Towing

	Question	System in place?	Evidence of system?	Description and evidence
1	Are only designated drivers used for towing?†	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NC <input type="checkbox"/> N/A	A record of the drivers qualified to drive vehicles fitted with tow bars is held in the plant office; line managers are advised of the relevant drivers. The operator has a 'one vehicle one driver' policy in place; the only exception is where a team of technicians may work together sharing vehicles.
2	Do designated drivers have the correct driving licence entitlement for towing?†	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NC <input type="checkbox"/> N/A	Only drivers with the appropriate qualification are approved to drive vehicles fitted with tow bars.
3	Have designated drivers been trained for towing?†	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NC <input type="checkbox"/> N/A	The designated drivers have received specific training in the use of vehicles for towing.

†Only 'not applicable' where no towing vehicles are operated.

## 6.6 Other role specific legislation

	Question	System in place?	Evidence of system?	Description and evidence
1	Is there a system in place to ensure drivers comply with legislation related to their job role?†	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NC <input type="checkbox"/> N/A	The operator ensures that only qualified personnel are allocated to tasks that require prior training and this applies to drivers.

†Only 'not applicable' where no other role specific legislation applies.

## 6.7 Driver identification

	Question	System in place?	Evidence of system?	Description and evidence
1	Is there a system in place to identify the driver of each vehicle at any time, and records kept for at least six months?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NC	All drivers are issued with an identification fob which is linked to the telematics system; this enables the identification of the driver of a vehicle at any time. This information is stored on the system for the appropriate length of time as demonstrated during the site visit.

## 6.8 Incident monitoring, investigation and action

	Question	System in place?	Evidence of system?	Description and evidence
1	Is there a system in place to identify and log incidents?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NC <input type="checkbox"/> N/A	The operator is pro-active in ensuring that all incidents and non-conformances are identified, recorded and investigated.
2	Is the investigation of incidents documented?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NC <input type="checkbox"/> N/A	In the RTA section of the log no event has been noted since the last audit.
3	Is the appropriate action taken following the investigation of an incident documented?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NC <input type="checkbox"/> N/A	<p>The Health and Safety department in conjunction with the plant manager and any other relevant party determine the appropriate action to be undertaken; if the driver is deemed to have been negligent, at a minimum an 'on the road ' re-assessment will be required prior to reinstatement.</p> <p>Disciplinary measures such as not allowing a driver use of a vehicle for a period of time, up to dismissal have been used by the operator.</p>

## 7 Sustainable operations

If progressing to Green Standard please continue to section below.

	Question	System in place?	Evidence <sup>†</sup> of system?	Description and evidence
1	Is there an environmental policy in place which includes details of carbon reduction?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NC <input type="checkbox"/> N/A	The operator is ISO 14001 and 45001 accredited. There is an environment policy in place which details the carbon reduction policy and a copy dated 01/05/23 was seen during the audit.
2	Has a fuel manager or co-ordinator been appointed to manage fuel consumption?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NC <input type="checkbox"/> N/A	The Plant Manager has responsibility for managing fuel consumption.
3	Is activity over energy consumption captured in L/100km	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NC <input type="checkbox"/> N/A	All drivers have been issued with fuel cards and weekly reports from the suppliers are submitted; the fuel manager monitors the facts weekly. The data submitted when allied with the data from Velocity enables the plant manager to have effective weekly reports detailing odometer readings and fuel volumes used expressed in Lts/100 Kms.
4	Are vehicles that use the most fuel identified, and exceptions investigated to determine contributing factors?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NC <input type="checkbox"/> N/A	League tables are created from the data; exceptions are investigated by the fuel manager and where appropriate re-training or re-assessment is obligatory for the driver.
5	Are energy and fuel savings discussed with staff?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NC <input type="checkbox"/> N/A	The fuel consumption facts are available for all drivers on a weekly basis and drivers are aware that continuous improvement is expected and benchmarked. It is a matter of embarrassment for drivers to feature at the wrong end of the table from their perspective.
6	Is energy consumption continuously improved?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NC <input type="checkbox"/> N/A	Across the operator's various tasks, fuel saving measures are implemented to reduce the operator's carbon footprint.

	Question	System in place?	Evidence <sup>†</sup> of system?	Description and evidence
7	Are you using or trialling renewable /alternative energy in the van fleet?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NC <input checked="" type="checkbox"/> N/A	<p>Given the nature of the work undertaken and the terrain within which the operator works, alternative powered vehicles are not yet viable or developed to a stage when they are reliable alternatives.</p> <p>Within the grey fleet four EVs are operated.</p>
8	Are operational fuel saving measures in place?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NC <input type="checkbox"/> N/A	<p>At all times planning in advance has been focused on eliminating unnecessary duplication of effort and use of resources; altering start and finish times and avoidance of empty running are prioritised.</p> <p>A practical example is when roof ladders are not required, the holder and ladder are removed to reduce the air drag on the vehicle.</p>
9	Do you have a fleet replacement plan in place defining environmental and emissions criteria?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NC <input type="checkbox"/> N/A	<p>The operator has a 'new for old' fleet replacement plan in place thereby facilitating that the operator can avail of the latest fuel saving features offered.</p>
10	Do you have a system of environmentally friendly load planning in place?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NC <input type="checkbox"/> N/A	<p>During the audit, examples of where vehicles were shared by drivers on a project rather than each using their own vehicle were shown; the operator is conscious of the technological developments that are ensuring that the weight and volume associated with certain systems and items of equipment has shrunk substantially in the last decade thereby reducing the capacity required.</p>
11	Do you have a system or policy in place for continuous upskilling of transport staff within the company?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NC <input type="checkbox"/> N/A	<p>The HSEQ department are pro-active in ensuring all staff are up-skilled constantly and this includes drivers; project managers are aware of the necessity to ensure that resources are used profitably and within limits.</p>
12	Are your drivers trained in eco driving methods?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> NC <input type="checkbox"/> N/A	<p>The operator believes that by monitoring driver habits and behaviors via the Velocity software, allied to the fuel use facts, it is effectively ensuring that drivers operate in an eco friendly manner.</p>

	Question	System in place?	Evidence <sup>†</sup> of system?	Description and evidence
13	If you use employ agency drivers, do you ensure that they have been trained in Eco driving methods?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NC <input checked="" type="checkbox"/> N/A	Not applicable.
14	When subcontracting work do you have an SLA in place and does the SLA have a section on environmental awareness?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NC <input checked="" type="checkbox"/> N/A	Not applicable.
<sup>†</sup> Not mandatory for the initial VanSafe audit, but must be in place for the anniversary accreditation.				



#### Areas requiring follow-up action

##### Vehicle taxation.

3.2 It is recommended that the validity of vehicle road taxation (discs) should be managed centrally rather than relying on reminders and driver checks.

##### Annual testing

3.4 It is recommended that the validity of vehicle CVRT discs should be managed centrally rather than relying on reminders and driver checks.

#### Auditor's overall comments and observations

KTL have excellent systems in place that are managed and monitored to ensure that their transport operations are legally compliant.

FTA Ireland is delighted to say that KTL has achieved the VanSafe Standard.

Audit conclusions

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T: 01 8447516  
[www.ftai.ie](http://www.ftai.ie)



FTA Ireland CLG (a company limited by guarantee)  
Unit 1 DHL Building, Airport Business Park, Cloghran, Co Dublin, K67 A0F4  
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21<sup>st</sup> August 2023

Donal Gray  
KTL  
Unit P,  
M7 Business Park,  
Newhall  
Nass  
Co. Kildare

RE: VanSafe Standard 2023

Dear Donal,

I'm please to inform you that you have successfully obtained the VanSafe Standard for 2023. Congratulations on your achievement, we know that this accomplishment required hard work and dedication to achieve.

Your involvement in the VanSafe standard shows your commitment to compliance and safety standards and affords recognition for your company and team for the work being done to attain the highest possible compliance standards.

As an FTA Ireland VanSafe Member you are authorised to use the VanSafe logo on your stationery and website. Please find the logo attached which we encourage you to use as the benefits are two-fold:

1. By promoting to your customers that you are an FTA Ireland VanSafe Member you are showing you are committed to operating your business in compliance with legislation and industry best practice.
2. By promoting to your customers that you are an FTA Ireland VanSafe Member will help build awareness for the Association and the VanSafe programme.

Congratulations again on your well-deserved achievement.

Sincerely,

Aidan Flynn

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CEO  
FTA Ireland