



# TruckSafe® Standards



## Management

**A.1 Management policy and procedures.** The operator must have written procedures to ensure the business complies with the TruckSafe standards.

**A.2 Responsibilities.** The operator must document the duties and organisational structure of all staff who manage or perform key functions under its TruckSafe system. If external service providers are used to manage your TruckSafe system, these need to be noted on your organisational structure.

**A.3 Internal review and correcting non-conformances.** The operator must have procedures for generating and checking quarterly compliance reports and conducting yearly internal reviews of its TruckSafe system. There must be procedures to correct and record non-compliances identified at any time.

**A.4 Record keeping.** The operator must implement and maintain systems to collect and keep TruckSafe related records for three years or longer if required by law.