

INSTRUCTIONS AND REQUIRED RULES OF CONDUCT FOR DRIVERS IN LOGISTICA STURA SITES AND BY THE CUSTOMERS

Get your appearance in order and always mind your manners. Being polite means respecting the other people.

Traffic signs, speed limits and directions and internal rules must be strictly respected.

Smoking is strictly forbidden inside the warehouse, production departments and offices.
Drivers can smoke and have lunch in the rest area, if available. Toilets are also available in this area.

Personal Protective Equipment (PPE) must be used (safety shoes, high visibility vest and gloves).



Driver must only walk along the set courses and respect the no-entry disposition in the production area.

The vehicle must be parked in the dedicated areas only. In case of necessity, please follow the instructions of the internal personnel.

While waiting for the allocation of the ramp and the start of the loading/unloading operations, the vehicle must be parked in the dedicated area whereas the driver must stay in its vehicle or in the rest area, if available. Pay attention to the maneuvering of the means. In case of necessity, contact the internal staff.

Only the internal personnel is authorized for use of loading ramp devices and forklifts.

After the truck has been placed under the ramp, hand over the keys of the vehicle or store it in the appropriate boxes, if available. If necessary, contact the internal staff.

After having completed the maneuvering operations, the vehicle must stay parked, so that any accidental movement is impossible.

The loading/unloading operations must be done neatly, without the presence of other people.
The driver must not interfere with the operations and stay in a safe distance.

Make sure that trucks are suitable for loading and that there are no structural damage involving safety problems.

In case the driver must necessarily get on the platform of the truck, he must be sure that the loading/unloading operations are suspended and that the goods are stable positioned.

At the end of loading, the driver must carry out the necessary operations for fixing and covering the load.

At the end of loading/unloading operations the vehicle can only be moved after a clear indication of the internal personnel.

In case of emergency (internal and external siren tone), it is mandatory to go fast to the nearest assembly point indicated by the sign and follow the instructions of the internal personnel.



For all other items not specifically defined in this instruction, please follow the instructions given by the internal personnel.

DRIVERS' HANDBOOK

SAFETY AND BEHAVIOUR RULES



BBS Principles

BEFORE THE TRIP

Are you fit to drive?	Adjust your seat to feel comfortable	Fasten your safety belt	Do not take alcohol, medicine or drugs!	Stop if you feel tired or sleepy
Is your vehicle ready for the road?	Is the load properly distributed and well secured?	Do you have all necessary documents?	Follow driving and rest hours. Plan your route	

ON THE ROAD

Remember that the blind spot prevents the view of the most vulnerable	Do not pass if unnecessary, dangerous or prohibited	Maintain the proper safety distance	Stop if the engine or breaks overheat	Try to always anticipate dangerous situations
Always follow the road markings	In case of any problems, inform your company, Logistica Stura and/or the police, if needed	At night do not flash other vehicles with full beam headlights	Adjust your driving to the weather conditions	Park at authorized and safe parking lots
Use secure and lighted parking areas	It is prohibited to use the phone while driving			

END OF THE TRIP

When the transport is completed, inform your dispatcher and report any problems.