

Policy: Blacklisting Vehicles/Drivers

PL No – 35

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Applicability – Security Staffs & Logistics Team at All locations.

Total Number of Pages – 1

If any trucks/vehicles are caught carrying stolen goods, then those vehicles and drivers shall be banned to enter any of the company facilities.

So the protocol is:

- 1- Security Staff or any other staff finds out that the vehicle was carrying stolen goods.
- 2- The vehicle is parked aside while security officer and HR – Head is informed about the same.
- 3- The security officer collects the number of the vehicle, the details of Driver and the transporter.
- 4- Security officer sends all recovered goods back to the place where they belong.
- 5- The fare is deducted by 50% as penalty.
- 6- The same is informed to the transporter, aadti, driver and any other associated person.
- 7- If there are missing goods, then either the goods are recovered or the value of the same is added along with 50% fare forfeited.
- 8- The security officer maintains the data of such vehicles and drivers. He shall share this data at weighing bridge, at gate to the security staff and with the logistics team for all locations.
- 9- In future when booking vehicles these vehicles and drivers are to be avoided 100%.
- 10- If by chance or by error done by any outside party, if any banned vehicle or drivers enter the premises, then they are checked thoroughly, if found to be stealing again, they are penalized at double rates then this policy states and a police case may be registered, which will be determined by the Head – HR.

This practice is to avoid any frauds and to send a message also in the industry that we are totally ruthless when it comes to wrong practices.

Written By

Head – HR

Ok Approved



Approved

Approved By

Management