



# Safety Procedure

## Maan Transport Logistics Inc

Maan Transport Logistics Inc. is committed to ensuring the safety of our drivers, vehicles, and the general public. With this in mind, we have developed a comprehensive Fleet Safety Program to promote safe driving practices, prevent accidents, and protect our employees and assets.

### Safety Policy

At Maan Transport Logistics Inc., safety is our top priority. We are dedicated to providing our employees with a safe working environment, ensuring that our vehicles are in optimal condition, and promoting safe driving practices at all times. Our safety policy includes:

- All drivers must comply with federal, state, and local regulations regarding safe driving practices.
- All drivers must undergo regular training on safe driving techniques, defensive driving, and proper vehicle maintenance.
- All vehicles must undergo regular inspections and maintenance to ensure they are in good working condition.
- All accidents, incidents, and near-misses must be reported immediately to management for investigation and corrective action.
- Any driver found to be in violation of the safety policy will be subject to disciplinary action, up to and including termination.

### Driver Qualifications

All drivers at Maan Transport Logistics Inc. must meet the following qualifications to ensure they are capable of operating a commercial vehicle safely:

- Possession of a valid Commercial Driver's License (CDL) with appropriate endorsements



- A clean driving record with no major violations or at-fault accidents in the past three years
- Completion of a driver training program covering safe driving practices, defensive driving, and vehicle maintenance
- Successful completion of a pre-employment drug test and background check

## Driver Training

Maan Transport Logistics Inc. provides ongoing training to ensure drivers remain up to date with the latest safety regulations and best practices. Training topics include:

- Defensive driving techniques
- Safe backing procedures
- Vehicle inspections and preventive maintenance
- Hours of Service (HOS) regulations
- Drug and alcohol awareness



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Drivers are required to attend scheduled training sessions and periodic refresher courses to maintain safety knowledge and compliance.

## Vehicle Maintenance

All vehicles in the Maan Transport Logistics Inc. fleet undergo regular inspections and scheduled maintenance to remain in safe operating condition. Maintenance procedures include:

- Routine oil changes, tire rotations, and fluid level checks
- Inspections of brakes, lights, mirrors, and other critical safety equipment
- Maintenance logs to track all service intervals, repairs, and inspections
- Immediate removal from service of any vehicle not meeting safety standards





Drivers must perform pre-trip inspections and report any concerns to the maintenance team without delay.

### **Accident Reporting and Investigation**

In the event of an accident, incident, or near miss, drivers must report the occurrence to management immediately. Investigations will be conducted to determine root causes and implement corrective actions. The investigation process includes:

- Collecting statements from all involved parties
- Reviewing vehicle data and any available video footage
- Analyzing environmental conditions (e.g., weather, road conditions)
- Determining necessary actions such as retraining or disciplinary measures



### **Driver Monitoring**

Maan Transport Logistics Inc. utilizes GPS and telematics systems to monitor driver behavior and vehicle performance. These systems help track:

- Real-time vehicle speed and location
- Harsh braking, rapid acceleration, and sharp turns
- Hours of Service compliance



Drivers are coached or disciplined based on performance trends to reinforce safe driving behavior.

### **Drug and Alcohol Testing**

Maan Transport Logistics Inc. enforces a zero-tolerance policy for drug and alcohol use. Drivers are subject to:

- Pre-employment testing
- Random testing
- Post-accident testing





Any driver testing positive will be immediately removed from duty and may face disciplinary action, including termination.

In the event of an emergency, Maan Transport Logistics Inc. trains drivers to respond appropriately to protect themselves and others. The emergency response plan includes:

- Emergency contact information for internal and external reporting



- Communication protocols for notifying management and emergency services

Drivers must review the emergency plan regularly and participate in emergency preparedness drills.

## **Conclusion**

At Maan Transport Logistics Inc., safety is the cornerstone of our operations. We are dedicated to promoting a culture of safety and to equipping our drivers with the training, tools, and resources they need to operate responsibly and professionally. Our Safety Procedure ensures the well-being of our drivers, protects company assets, and upholds our commitment to public safety.