

## Covid-19 – Guidance for Third Party Hauliers

### Why is this important?

Safety is our number one priority and Covid-19 presents a unique and unavoidable challenge.

This document provides important but simple measures intended to keep you and our colleagues, customers and sites safe whilst you continue carrying out driving duties on behalf of Frontier.

Your role in maintaining our services to customers is crucial to the country during this crisis because we supply key raw materials for food and feed production.

We can significantly reduce the risk of spreading the virus and to that end we must insist on your continued full support of these measures.

### All drivers involved in grain and oilseeds, animal feed, fertiliser, seed and crop protection products must:

- Wash hands frequently throughout the day using soap and water for 20 seconds
- Frequently clean and disinfect objects and surfaces that are touched throughout out daily operations. This includes areas inside the cab and any external areas that are touched by people
- Carry and use hand sanitiser frequently and especially every time you leave or return to the cab
- Follow all rules and instructions given at the loading and discharging points. If you believe they do not conform to Government guidance please let us know
- Follow official Government guidance around social distancing of at least two metres when collecting, en-route and at the end destination
- Wear disposable gloves or wash your hands or sanitise before and after handing paperwork e.g. passports, weighbridge tickets, delivery notes, consignment notes etc.
- Refrain from asking customers to sign paperwork.

### Paperwork and proof of delivery or collection

The processes around paperwork are evolving but the principle is to minimise handling of paperwork. Please use your own pen and refrain from asking customers to sign paperwork. Please note:

- Time and date record farm collections in the 'supplier signature' section rather than pass the paperwork to the farmer to sign
- Unless the farmer specifically requests the paperwork, do not leave the consignment note copy on site
- Some farmer and end user customers may have a procedure to accept documents via a deposit box arrangement, in which case please support this form of social distancing
- FIAS' requirement to obtain a signature and printed name when delivering fertiliser has been temporarily suspended
- If tipping in bulk on farm sites, drivers must take a picture of the delivered goods (time and date recorded)
- Unless notified otherwise animal feed deliveries to farms will continue as usual. Please continue to leave signed paperwork with the customer, whilst maintaining social distancing of at least two metres. Retain one copy of the paperwork and return with the weighbridge ticket.
- Where applicable for collections and deliveries on our own sites, please follow "drop box" or local procedures to pass weighticket, passport, vendor assurance and statutory declaration documents where required whilst minimising contact with paperwork and maintaining social distance.

### Summary

Health and safety is everyone's responsibility. Take responsibility and remember:

**MAINTAIN A 2 METRE DISTANCE FROM ALL OTHER PEOPLE  
& WASH YOUR HANDS AND DISINFECT SURFACES FREQUENTLY**

