



WIZET TRANSPORT ŁĘCZYCA

On 06-08-2024

**The assessment covered the
"Core" and "Warehouse Specific" elements
and has been carried out using the
Cefic - SQAS Warehouse Questionnaire and
Guidelines.**

Full Report: 92465c
Company Name: WIZET TRANSPORT
Location: ŁĘCZYCA (Poland)
Website: www.wizet.pl

Module: Warehouse
First Assessment: 06/08/2024
Expires on: 06/08/2027
Company Type: Stand alone

The SQAS assessment report is a statement
of facts and this attestation does not express
any appreciation of the company's performance.
The SQAS Assessment is valid for 3 years.



0.	Assessment Information and Scope	
0.1.	Assessment Information	
0.1.1.	Assessed Company	
Company Name	WIZET TRANSPORT	
Location (=Town/City)	ŁĘCZYCA	
Country	PL	
Postal code	99-100	
Postal Address	LOTNICZA 21A	
Phone	+48247214146	
Website	www.wizet.pl	
Email	marek.wiktorski@wizet.pl	
1. Contact Person	Marek Wiktorski	
Email	isoagro@gmail.com	
2. Contact Person	Wojciech Marsy	
Email	wizet@wizet.pl	
3. Contact Person	Grażyna Wiktorska	
Headquarter's Name	WIZET TRANSPORT SP. Z O.O.	
Headquarter's Address	LOTNICZA 21A99-100 LĘCZYCA	
Type of company	Stand alone	
Company Membership: ECTA - FECC - CBA - Febetra - ANLIC - EFTCO - ...	EFTCO	
Total number of employees for all assessed activities	More than 50	
0.1.2.	Assessor	
0.1.2.0.	Lead Assessor	
Address	Estreicherów 17/1 PL 30-225 Kraków	
Email	pawel.mularz@interia.pl	
Name	Paweł Jerzy Mularz	
Phone	+48601888125	
0.1.3.	Activities Assessed	
Road transport	Yes	
Tank Cleaning	Yes	
Transfer Terminal for Container/Vehicle operations	No	
Warehouse Activities	Yes	
Chemical distribution	No	
Rail transport	No	
0.1.4.	Assessment	
0.1.4.1.	Assessment	
1. Report number	85525	
First assessment	No	
Re-assessment	Yes	
0.1.5.	Assessment dates and duration	
	Date	Duration
Core or ESAD Di assessment	05-08-2024	1
Specific assessment 1	06-08-2024	1.5
Specific assessment 2	07-08-2024	1.5
Previous Core or ESAD Di assessment		
Previous specific assessment 1		
Previous specific assessment 2		
0.2.	Assessed company profile	
0.2.1.	Key Contacts	

	Name	Location
General Manager	Grażyna Wiktorska	Łęczyca
Operations Manager	Marek Wiktorski	Łęczyca
Quality assurance Manager	Wojciech Marsy	Wrocław
Safety & Health Manager	Witold Pacholski	Łęczyca
Environmental Manager	Marek Wiktorski	Łęczyca
Dangerous Goods Safety Advisor	Żaklina Zdziarska	Kutno
	Number and scope	Valid until
DGSA Certificate	3726/2024	22-05-2029
	Name	Location
Security Advisor	Michał Wiktorski / Marek Przybysz	Łęczyca / Kutno

0.2.2.

Systems Certifications

Type	Accredited Certification Body	Scope	Registration Number	Expiry Date
Quality (ISO 9001, etc)	DEKRA	Road Transport, Reloadings, Warehousing	001219084/3	22-01-2027
Environment (ISO 14001,etc)				
Occupational Health and Safety (ISO 45001, etc)				
Business ethics or other CSR system (SA 8000, etc)				
Energy (ISO 50001,etc)				
Road Traffic Safety Management Systems (ISO 39001, etc)				
Free field(s) to add any other certificate(s)	DEKRA	GMP+ / Road Transport, Reloadings, Warehousing	000487/MT	17-03-2027
	DEKRA	IFS Logistics	410520019/3	

Does your company publish a Corporate Social Responsibility Report? No

Has the company faced charges or been subject to legal proceedings related to business ethics (e.g. corruption and bribery, anti-competitive practices) in the past 5 years? No

Percentage of disabled workers out of total workforce (year n-1) 0

0.2.3.

Responsible Care

Is the company a member of an approved Responsible Care Programme? No

0.2.4.

Infrastructure

Office building Yes

On-site parking of empty vehicles/tanks/containers Yes

On-site parking of loaded vehicles/tanks/containers Yes

Temporary storage of packaged products Yes

Fuel storage and refuelling Yes

Classified waste and/or plastic waste storage/treatment Yes

Railway connection No

Waterway connection No

0.2.5.

Incident response

Description of onsite incident response team and equipment		No own emergency team; Fire protection is based on cooperation with fire brigades located next to WIZET site
Description of the local fire brigade (manpower, equipment, response time)		JRG PSP Łęczyca prepared to highway
		response fire brigade is located next to WIZET location; = 50 meters from the Wizet Transport headquarters ; response time bellow 1 minute.
0.2.6. Emergency equipment		
Description of emergency equipment that can be used for off-site emergencies.		Rescue vehicle for trucks and fire extinguishers on all transport vehicles
0.2.7. Valid Operating Licence		
Number	TU000161	
Scope	Internatinal transport	
Validity until	15/04/2029	
If not 'Yes' please specify	*Tank Cleaning activity - Water-Legal	
		Permit issued by Wody Polskie / O Łowicz, no. WA.ZUZ.5.4210.182.2023.KM valid until 30/07/2027; BDO registration number 000028086 *WH activity is carried due to KRS no. 0000326487
Are all activities within the scope of the assessment mentioned in the operating licence?		No
0.3. Transport services		
0.3.1. Site information		
Operational activities present at the site	Yes	
0.3.2. Main Activities		
Road transport service bulk liquids	No	
Road transport service bulk solids	Yes	
Road transport service packed goods	No	
Intermodal transport	No	
Freight forwarder	No	
0.3.3. Subactivities		
Temporary storage - transfer (includes cross-docking)	No	
Maintenance workshop	Yes	
Transfer Terminal for Container/Vehicle operations	No	
Container depot	No	
Fixed storage tanks present (also tanks for fuel station)	Yes	
Heating of loaded tanks	No	
Tank and/or trailer repair	Yes	
Empty container and/or trailer handling	No	
Full container and/or trailer handling	No	
Intermodal transport	No	
Shuttle service	No	
0.3.4. Geographical coverage		
National transport	Yes	
International transport	Yes	
0.3.5. Categories of drivers		
Number of own company drivers	87	
Own company drivers	Yes	
Fully integrated subcontractors	No	
Non-integrated subcontractors	No	
Spot subcontracting	No	

0.3.6.	Number of operators (others than drivers and office personnel)	10
Type of equipment		
	Own single Fixed Transport Unit: (Panel or Box Van, Box or Rigid or Curtain-side Truck)	No
	Own company trucks	Yes
	Own company packed goods trailers	No
	Own company bulk / tank trailers	Yes
	Own company containers	No
	Own company container chassis	No
0.3.7.	Subcontractor services includes	
	Single Fixed Transport Unit: (Panel or Box Van, Box or Rigid or Curtain-side Truck)	No
	Company trucks	No
	Company packed goods trailers	No
	Company bulk / tank trailers	No
	Company containers	No
	Company container chassis	No
	Temporary storage – transfer (includes cross-docking)	No
0.3.8.	Products	
0.3.8.1.	Tonnage of products transported/handled per year	
	% dangerous goods in regard to the total tonnage	1
	Are dangerous goods transported/handled?	Yes
	Does the company handle/transport HCDG goods (ADR 1.10)?	N
	Tonnage of products transported/handled per year	390000
0.3.8.2.	Classes of products transported	
	Class 1 : Explosive substances and articles	N
	Class 2 : Gases	N
	Class 3 : Flammable liquids	N
	Class 4.1. : Flammable solids, self-reactive substances, polymerizing substances and solid desensitised explosives	N
	Class 4.2. : Substances liable to spontaneous combustion	N
	Class 4.3. : Substances which in contact with water, emit flammable gases	N
	Class 5.1. : Oxidizing substances	N
	Class 5.2. : Organic peroxides	N
	Class 6.1. : Toxic substances	N
	Class 6.2. : Infectious substances	N
	Class 7 : Radioactive material	N
	Class 8 : Corrosive substances	N
	Class 9 : Miscellaneous dangerous substances and articles	Y
0.3.8.3.	Transport/handling substances with specific properties	
	Allergen free business	No
	CMR : Category carcinogenic, mutagenic and reprotoxical	No
	Does the company transport plastics and polymers?	Yes
	Handling of chlorinated solvents	No
	Handling of Cosmetic products	No
	Handling of food contact / food / feed products	Yes
	Handling of Pharma products	No
	The company chooses to be assessed against the Food(contact) & Feed chapter	Yes
0.3.9.	Type of transport companies and tonnage transported	

Type of transport	Number of subcontracted companies	Tonnage of chemicals transported (in tonnes per year)	% of chemicals transported
Own transport	0	390000	100%
FIS(Fully Integrated Subcontractors)	0	0	0%
NIS - SQAS assessed	0	0	0%
NIS - non SQAS assessed	0	0	0%
SPOT - SQAS assessed	0	0	0%
SPOT - non SQAS assessed	0	0	0%
TOTAL	0	390000	100%

0.3.10. **Digitalization**

0.3.10.1.	Does the company have an IT system with the following information in real time?	
	Containers (silos, box, tank, etc.)	No
	Assessor: N/a	
	Estimated time of arrival at loading/unloading places	Yes
	Assessor: Transics	
	Temperature of the load (in case that the load needs temperature control)	No
	Assessor: N/a	
	Trailers (empty chassis)	Yes
	Assessor: Transics	
	Trucks	Yes
	Assessor: Transics	
0.3.10.2.	Does the assessed company share the following information with its customer/logistics suppliers, in case that it is requested?	
	Equipment inspection test certificates including expiration dates	Yes
	Assessor: e-mail information	
	Latest equipment configuration master data, as for example: Tank code, Tank volume, number of compartments, number of manholes, number of baffles, etc.	Yes
	Assessor: W opracowaniu	
	Sub questions of 0.3.10.1	No
	Assessor: N/a	
	Can you share with your customers and suppliers (tank cleaning station, warehouse, or bulk terminals) eCD/eCO/ePPL documents through a real-time IT platform?	No
	Assessor: ECD scanned copies via e-mail information	

0.4. **Tank cleaning**

0.4.1. **Sub activities**

Maintenance workshop	Y
Transfer Terminal for Container/Vehicle operations	N
Container depot	No
Fixed storage tanks present	N
Heating of loaded tanks	Y
Tank and/or trailer repair	N
Empty container handling	N
Full container handling	N

0.4.2. **Type of operators**

Number of employees	5
Number of office employees	1
Number of own company operators	4

0.4.3.	Own company operators	Y
	Cleaning infrastructure	
	Number of dedicated cleaning bays food/feed	1
	Number of dedicated cleaning bays chemicals	1
	Spinners (number)	10
	Pressure (bar)	120
	Steam boilers (number)	1
	Cleaning water temperature range (°C)	80
	Dryers (number)	2
0.4.3.7.	Pressure pumps (number)	
	Hot water - temperature (°C)	60
	Pressure pumps (number)	10
	Pressure range (bar)	120
	Steam - pressure (bar)	8,5
	Tank heating of loaded tanks	Y
	Provision of Nitrogen	No
	De-gassing	No
	Periodic testing	No
	Vapour Control Systems	No
	Effluent treatment system	No
	Other Site Activities	IBC cleaning
0.4.4.	Type and number of cleanings	
	Roadtankers	C
	Tankcontainers	B
	IBC's	B
	Other	B
	Specify	External cleaning /Fridge cleaning
0.4.5.	Products	
	Are receptacles empty from dangerous goods cleaned?	No
	CMR substances: Category carcinogenic, mutagenic and reprotoxical substance	No
	Handling of food contact products	Y
	Handling of food products	N
	Handling of feed products	Y
	Handling plastics and polymers	Yes
	The company chooses to be assessed against the Food (contact) & Feed chapter	Yes
	Allergen free business	No
0.4.6.	Type of cleaning document	
	EFTCO Cleaning Document	Y
0.6.	Warehouse activities	
0.6.1.	Activities	
	Handling of packaged goods (non hazardous)	Yes
	Handling of packaged goods (hazardous)	No
	Handling of bulk solids	No
	Container depot	No
	Handling of food contact products	No
	Handling of food products	Yes
	Handling of feed products	Yes
	The company chooses to be assessed against the Food (contact) & Feed chapter	Yes
	Handling of chlorinated solvents	No
	Handling of Pharma products	No
	Handling of Cosmetic products	No
	Allergen free business	No
	Shuttle service	No

Drum/IBC filling line	No
Blending/mixing	No
Packaging	No
Bagging	No
Storing/handling of plastics and polymers	Yes
Are services subcontracted? (even if not provided on site)	No
0.6.2. Type of operators	
Own company operators	No
Temporary operators	No
Number of office employees	2
Number of employees	12

0A.	Assessment Information and Scope - Part II	
0A.0.	Reference list	
0A.0.1.	WH1	<input type="checkbox"/> -
0A.0.2.	WH2	<input type="checkbox"/> -
0A.0.3.	WH3	<input type="checkbox"/> -
0A.0.4.	WH4	<input type="checkbox"/> -
0A.1.	General site data	
0A.1.1.	Is the warehouse owned ?	<input type="checkbox"/> 1
0A.1.2.	Is the warehouse leased ?	<input type="checkbox"/> 0
0A.1.3.	Total warehouse space (sq. meters) ?	<input type="checkbox"/> -
0A.1.4.	Total silo space (cubic meters) ?	<input type="checkbox"/> -
0A.1.5.	Open air packed storage space (sq. meters) ?	<input type="checkbox"/> -
0A.1.6.	Are video cameras installed on site ?	<input type="checkbox"/> -
0A.1.7.	Is the registration office for visitors/contractors visiting the company clearly marked to indicate where they have to register ?	<input type="checkbox"/> 1
0A.1.8.	Is there a waiting room for contractors (drivers and accompanying persons) nearby the registration office ?	<input type="checkbox"/> 1
0A.1.9.	Is smoking prohibited in the storage areas ?	<input type="checkbox"/> 1
0A.1.10.	Are warning signs posted for emergency and prohibitions ("no smoking", "emergency exit") ?	<input type="checkbox"/> 1
0A.2.	Warehouse capacity	
0A.2.1.	Warehouse space (sq. meters)	<input type="checkbox"/> -
0A.3.	Category of products permitted to be stored	
0A.3.1.	Foodstuffs	<input type="checkbox"/> -
0A.3.2.	Solid chemicals (non - classified goods)	<input type="checkbox"/> -
0A.3.3.	Liquid chemicals (non - classified goods)	<input type="checkbox"/> -
0A.3.4.	Chemicals - classified as dangerous goods per Transport Classification (specify):	
0A.3.4.1.	Class 1 - Explosive substances & articles	<input type="checkbox"/> -
0A.3.4.2.	Class 2 - Gases	<input type="checkbox"/> -
0A.3.4.3.	Class 3 - Flammable liquids	<input type="checkbox"/> -
0A.3.4.4.	Class 4.1 - Flammable solids	<input type="checkbox"/> -
0A.3.4.5.	Class 4.2 - Substances liable to spontaneous combustion	<input type="checkbox"/> -
0A.3.4.6.	Class 4.3 - Substance, which in contact with water emit flammable gases	<input type="checkbox"/> -
0A.3.4.7.	Class 5.1 - Oxidising substances	<input type="checkbox"/> -
0A.3.4.8.	Class 5.2. - Organic peroxides	<input type="checkbox"/> -
0A.3.4.9.	Class 6.1 - Toxic substances	<input type="checkbox"/> -
0A.3.4.10.	Class 6.2 - Infectious substances	<input type="checkbox"/> -
0A.3.4.11.	Class 7 - Radioactive material	<input type="checkbox"/> -
0A.3.4.12.	Class 8 - Corrosive substances	<input type="checkbox"/> -
0A.3.4.13.	Class 9 - Miscellaneous dangerous substances & articles	<input type="checkbox"/> -

0A.3.5.	Chemicals - classified as hazardous substances/ preparations (specify):	
0A.3.5.1.	Explosive (H200, H201, H202, H203, H204, H205)	-
0A.3.5.2.	Flammable gases (H220, H221)	-
0A.3.5.3.	Flammable aerosol (H222, H223)	-
0A.3.5.4.	Oxidising gases (H270)	-
0A.3.5.5.	Gases under pressure (H280, H281)	-
0A.3.5.6.	Flammable liquids (H224, H225, H226)	-
0A.3.5.7.	Flammable solids (H228)	-
0A.3.5.8.	Self-reactive substances or mixtures (H240, H241, H242)	-
0A.3.5.9.	Pyrophoric liquids (H250)	-
0A.3.5.10.	Pyrophoric solids (H250)	-
0A.3.5.11.	Self-heating substance or mixtures (H251, H252)	-
0A.3.5.12.	Substances or mixtures which in contact with water emit flammable gases (H260, H261)	-
0A.3.5.13.	Oxidising liquids (H271, H272)	-
0A.3.5.14.	Oxidising solids (H271, H272)	-
0A.3.5.15.	Organic peroxides (H240, H241, H242)	-
0A.3.5.16.	Substances or mixtures corrosive to metals (H290)	-
0A.3.5.17.	Acute toxicity (H300, H301, H302, H310, H311, H312, H330, H331, H332)	-
0A.3.5.18.	Skin corrosion/irritation (H314, H315)	-
0A.3.5.19.	Serious eye damage/eye irritation (H318, H319)	-
0A.3.5.20.	Respiratory/skin sensitization (H334, H317)	-
0A.3.5.21.	Germ cell mutagenicity (H340, H341)	-
0A.3.5.22.	Carcinogenicity (H350, H351)	-
0A.3.5.23.	Reproductive toxicity (H360, H361, H362)	-
0A.3.5.24.	Specific target organ toxicity - single exposure (H370, H371, H335, H336)	-
0A.3.5.25.	Specific target organ toxicity - repeated exposure (H372, H373)	-
0A.3.5.26.	Aspiration hazard (H304)	-
0A.3.5.27.	Hazardous to the aquatic environment (H400, H410, H411, H412, H413)	-
0A.3.5.28.	Hazardous for the ozone layer (EUH059)	-
0A.4.	Fire Protection Management (Fire Plan)	
0A.4.1.	The site in general	
0A.4.1.1.	Is the warehouse site accessible with fire trucks from at least two sides ?	-
0A.4.1.2.	Has a lightning strike survey been performed for the site ?	-
0A.4.1.3.	Tick which type(s) of fire department are responsible for the site :	
0A.4.1.3.1.	- Municipal ?	-
0A.4.1.3.2.	- Volunteer ?	0
0A.4.1.3.3.	- On-site fire brigade ?	0
0A.4.1.4.	Fire water supply :	

0A.4.1.4.1.	Is the required fire water supply defined and guaranteed to at least 2.400 l/min ?	<input type="checkbox"/> -
0A.4.1.4.2.	Is the required fire water supply (fire-hydrants, river, artificial static water supply, tanks, cisterns) on-site and off-site at a close range to the buildings on site (<150 m) and immediately available at any time and on-hand for at least two hours ?	<input type="checkbox"/> -
0A.4.3.	Detail Fire Protection Management for the warehouse buildings	
0A.4.3.1.	Warehouse access	
0A.4.3.1.1.	Are warehouses, open storage areas, tanks and silos on site accessible by fire trucks from at least two sides (1 long side, 1 front side)	<input type="checkbox"/> -
0A.4.3.2.	Retention measurements	
0A.4.3.2.1.	Are measures taken inside and outside the warehouse to adequately contain contaminated fire water in compliance with local regulations (eg. waterproof surface, volume of retention of 300 L per M2 of warehouse- and overflow in municipal water treatment plant) ?	<input type="checkbox"/> -
0A.4.3.2.2.	Are measures taken in the storage areas to adequately contain spilled product in compliance with local regulations (eg. liquid proof surface, volume of retention at least 3% of the column of the packaged products stored) ?	<input type="checkbox"/> -
0A.4.3.2.3.	Are measures taken on transport ways and loading/unloading areas to adequately contain spilled product (eg. liquid proof surface, volume of retention at least equal to the biggest package to be transported or loaded/unloaded) ?	<input type="checkbox"/> -
0A.4.3.3.	Constructional fire protection	
0A.4.3.3.1.	Is the warehouse separated by a safe distance from adjacent buildings in compliance with local regulations (eg. not less than 10 m or not less than 5 m in combination with an external fire wall) ?	<input type="checkbox"/> -
0A.4.3.3.2.	Are structural components like pillars, girders, floors and roof structure made of fire resistant materials (e.g. reinforced concrete) ?	<input type="checkbox"/> -
0A.4.3.3.3.	Are insulation and nonstructural components made of noncombustible materials ?	<input type="checkbox"/> -
0A.4.3.3.4.	Are internal and external fire walls rated in accordance with local regulations (eg. wall made of noncombustible material like brick, concrete or reinforced concrete, wall thickness not less than 24 cm, wall minimum 50 cm above the roof or up to the roof and adjacent roof areas 5 m of noncombustible material, doors and gates in the wall fire resistant and self-closing, no other openings in the walls) ?	<input type="checkbox"/> -
0A.4.3.3.5.	Are adjacent rooms (incl. office, staff - and technical rooms) separated from the storage area with at least fire resistant walls (eg. made of noncombustible material like brick, concrete or reinforced concrete, wall thickness not less than 11.5 cm, doors and gates at least fire retardant and self closing, no other openings in the walls) ?	<input type="checkbox"/> -
0A.4.3.4.	Technical fire protection	
0A.4.3.4.1.	Is the warehouse equipped with an overall fire and smoke detection system with direct connection to a permanently manned office that will notify the local fire department without delay or if not, with a direct connection to the local fire department ?	<input type="checkbox"/> -
0A.4.3.4.2.	Is there a manual fire alarm system with a direct connection to the local fire brigade installed and is it readily accessible at any time ?	<input type="checkbox"/> -
0A.4.3.4.3.	Is the warehouse equipped with an audible alarm system easily audible throughout the work area ?	<input type="checkbox"/> -
0A.4.3.4.4.	Are smoke and heat vents installed in each fire compartment with an area not less than 2% of the storage area of the fire compartment ?	<input type="checkbox"/> -
0A.4.3.4.5.	Are smoke vents automatically operated and is there in addition a button near the exit doors to operate these smoke vents manually ?	<input type="checkbox"/> -
0A.4.3.4.6.	Are fire extinguishers and hose reels provided in accordance with local regulations as stated in the Fire Plan and are they highly visible, with unrestricted access at all times (eg. one hose reel or 1x50 kg or 4x12 kg fire extinguisher(s) with dry powder per 800 m2 of warehouse surface).	<input type="checkbox"/> -
0A.4.3.4.7.	Are fire compartments storing products classified as toxic, oxidising, flammable or dangerous to the environment, equipped with fixed extinguishing systems (eg. water, foam) ?	<input type="checkbox"/> -
0A.4.3.4.8.	Are fire compartments storing products classified as toxic, oxidising, flammable or dangerous to the environment, equipped with an operating ventilation system, with an air exchange rate of at least twice/hour ?	<input type="checkbox"/> -
0A.4.3.4.9.	Are charging stations for fork lift trucks placed in separate and vented rooms or inside the storage area with a protection distance of at least 5 m to any stored product or combustible material ?	<input type="checkbox"/> -

0A.4.3.4.10.	Is the heating system in warehouses where flammable products are stored a hot-water heating system ?	<input type="checkbox"/> -
0A.5.	Warehouse security	
0A.5.1.	Are doors and gates equipped with a locking system and is it assured that they are locked, when no persons are working in the warehouse ?	<input type="checkbox"/> -
0A.5.2.	Are windows or other glass areas appropriately secured (e.g. by fixed grills) ?	<input type="checkbox"/> -
0A.5.3.	Is the warehouse secured with a burglar alarm system or by security personnel on-site ?	<input type="checkbox"/> -
0A.5.4.	Are burglar alarms transmitted automatically to security personnel or to a nearby police station ?	<input type="checkbox"/> -
0A.6.	Warehouse construction	
0A.6.1.	Warehouse level:	
0A.6.1.1.	single story	<input type="checkbox"/> -
0A.6.1.2.	multi story (above ground floor)	<input type="checkbox"/> -
0A.6.1.3.	underground	<input type="checkbox"/> -
0A.6.2.	Supporting construction:	
0A.6.2.1.	concrete/bricks	<input type="checkbox"/> -
0A.6.2.2.	fire protected steel	<input type="checkbox"/> -
0A.6.2.3.	metal	<input type="checkbox"/> -
0A.6.2.4.	wood	<input type="checkbox"/> -
0A.6.2.5.	other (please indicate)	<input type="checkbox"/> -
0A.6.3.	External walls:	
0A.6.3.1.	concrete/bricks	<input type="checkbox"/> -
0A.6.3.2.	metal	<input type="checkbox"/> -
0A.6.3.3.	wood	<input type="checkbox"/> -
0A.6.3.4.	other (please indicate)	<input type="checkbox"/> -
0A.6.4.	Internal walls:	
0A.6.4.1.	concrete/bricks	<input type="checkbox"/> -
0A.6.4.2.	metal	<input type="checkbox"/> -
0A.6.4.3.	wood	<input type="checkbox"/> -
0A.6.4.4.	other (please indicate)	<input type="checkbox"/> -
0A.6.5.	Roof and supporting construction material:	
0A.6.5.1.	tiles	<input type="checkbox"/> -
0A.6.5.2.	metal	<input type="checkbox"/> -
0A.6.5.3.	wood	<input type="checkbox"/> -
0A.6.5.4.	other (please indicate)	<input type="checkbox"/> -
0A.6.6.	Floor:	
0A.6.6.1.	concrete	<input type="checkbox"/> -
0A.6.6.2.	asphalt	<input type="checkbox"/> -
0A.6.6.3.	paved	<input type="checkbox"/> -
0A.6.6.4.	impervious	<input type="checkbox"/> -

0A.6.6.5.	other (please indicate)	-
0A.6.7.	Insulation - walls:	
0A.6.7.1.	polyurethane	-
0A.6.7.2.	asbestos	-
0A.6.7.3.	glass fiber	-
0A.6.7.4.	other (please indicate)	-
0A.6.8.	Insulation - roof:	
0A.6.8.1.	polyurethane	-
0A.6.8.2.	asbestos	-
0A.6.8.3.	glass fiber	-
0A.6.8.4.	other (please indicate)	-
0A.6.9.	Is the warehouse construction code in line with "natural disaster guidelines", if any ?	-
0A.7.	Electrical equipment	
0A.7.1.	Is the electrical installation in accordance with the local regulations and standards ?	-
0A.7.2.	Is the electrical installation (inclusive lighting) in accordance to the explosion protection regulations ?	-
0A.7.3.	Is the coverage of lighting 100 % ? (yes and/or indicate %)	-
0A.7.4.	Are safety lights installed in storage areas with safety lamps at least 1.5 m away from the product ?	-
0A.7.5.	Is lightning protection installed ?	-
0A.8.	Handling equipment	
0A.8.1.	Forklift type :	
0A.8.1.1.	gasoil	-
0A.8.1.2.	LPG	-
0A.8.1.3.	electric	-
0A.9.	Fixed storage tanks for liquids	
0A.9.1.	Total capacity of storage tanks available (cubic meters) ?	-
0A.9.3.	Construction material of:	
0A.9.3.1.	stainless steel	-
0A.9.3.2.	carbon steel	-
0A.9.3.3.	aluminum	-
0A.9.3.4.	polyester/plastic	-
0A.9.4.	Internal coating ?	-
0A.10.	Fixed storage silos for solids	
0A.10.1.	Total capacity of storage silos available (cubic meters) ?	-
0A.10.3.	Construction material of:	
0A.10.3.1.	stainless steel	-
0A.10.3.2.	carbon steel	-
0A.10.3.3.	aluminum	-
0A.10.3.4.	polyester/plastic	-

0A.10.4.	Internal coating?	<input type="checkbox"/> -
0A.11.	Operations	
0A.11.1.	Are hazardous substances handled (filling/blending) in open systems in the warehouses ?	<input type="checkbox"/> -
0A.11.2.	Which classes of hazardous substances are handled in these open systems ?	<input type="checkbox"/> -
0A.11.3.	Are drumming lines available ?	<input type="checkbox"/> -
0A.11.4.	Are bagging lines available ?	<input type="checkbox"/> -

C	1.	Management System and Responsibility	
C	1.1.	Management Responsibility	
C	1.1.1.	Company Policies	
C	1.1.1.1.	Does the company have a current written policy reflecting management's active commitment to: Safety & Health, Environment, Quality/customers' requirements, Security, Behaviour Based Safety, Prohibition of drugs and Alcohol, Training development, Non-conformance reporting and Corporate Social Responsibility (CSR) requirements? <i>Assessor: The written company policy covering all requirements and Attachement concerning CSR - Form. 1.1 is incluced in Quality Book 3rd. issue dated 5/01/2024</i>	RC, OCS <input type="checkbox"/> 1
C	1.1.1.2.	In case the company handles/ transports or subcontracts handling or transport of pellets:	OCS
C	1.1.1.2.1.	- Has the senior management signed up to "Operation Clean Sweep" (OCS) programme? <i>Assessor: Company belongs to OCS since 2017</i>	OCS <input type="checkbox"/> 1
C	1.1.1.2.2.	- Has the company asked the applicable subcontractors to sign the OCS programme? <i>Assessor: No subcontractors are employed</i>	OCS <input type="checkbox"/> -
C	1.1.1.2.3.	- Does the company inform and promote the OCS programme with its business partners (e.g. other service providers different from those mentioned in 1.1.1.2.b, suppliers, customers, recyclers) to encourage them to pursue the same objectives on pellet loss prevention?	OCS <input type="checkbox"/> 1
C	1.1.1.3.	Has the company developed a digitalization action plan? <i>Assessor: Procedure P2.4 , last issue on 05/01/2024 - supervision of documents, records and digital information</i>	<input type="checkbox"/> 1
C	1.1.1.4.	Are senior managers sufficiently visible and engaged in carrying forward the SHEQ&Sec message? <i>Assessor: External and internal trainings are carried according to annual training plan. Annual Management Review for 2023 has been performed on 29/06/2024 with comments and feedback from the Board / Owners.</i>	RC, OCS <input type="checkbox"/> 1
C	1.1.1.5.	Does the line management interact and constructively encourage employees to be actively engaged in SHEQ&Sec performance improvement? <i>Assessor: Reaction on employees initiatives concerns SH of tank cleaning, re-loading / warehousing operations and drivers working conditions. For instance: air-condition in trucks applied during parking.</i>	RC <input type="checkbox"/> 1
C	1.1.2.	Roles & Responsibilities	
C	1.1.2.1.	Is there an organisation chart and associated job description defining each individual's role within the organisation, including their responsibilities for SHEQ&Sec and CSR? <i>Assessor: Organization chart: Form 1.3 last up-date 05/01/2024, and associated job descriptions defining each individual's role within the organization, including their responsibilities concerning SHEQ&Sec.CSR aspects has been shown during the assessment.</i>	OCS <input type="checkbox"/> 1
C	1.1.2.2.	Does the organisation chart include a responsible person(s) to manage digitalization?	<input type="checkbox"/> 1
C	1.1.3.	Legislation and other requirements	
C	1.1.3.1.	Is there proof available that the company stays abreast of all relevant legislation and legislative developments in the area of SHEQ&Sec and CSR and are persons formally designated or a source defined? <i>Assessor: General Manager and QM are responsible to keep abreast actual legislative aspects.In addition Company is serviced by Lawyers Office according to written agreement.</i>	RC <input type="checkbox"/> 1
C	1.1.3.2.	Is there a written procedure present which describes how legislative changes as detailed in the register of legal requirements are communicated and implemented in the company? <i>Assessor: P2.4 Procedure: documents and actual legislation supervising dated 05/01/2024.Legislative Acts Register F1.5 up-dated on 05/01/2024</i>	<input type="checkbox"/> 1
C	1.1.3.3.	Is a regular review made of the system for compliance with legal requirements ? <i>Assessor: At least monthly regular review of the system for compliance with legal requirements is made by GM and QM. In addition Company is serviced by Lawyers Office concerning non expected legal changes and new requirements</i>	<input type="checkbox"/> 1

C	1.1.3.4.	Does the Dangerous Goods Safety Advisor produce an annual report to Management on the Companies' activities in the transport of dangerous goods, in accordance with legal requirements and within six months after year end? <i>Assessor: ADR only transported product (by own transport) - class 9, PG III, Cuprum Sulphate - feed additive in silo tanks; started in 2014 - DGSA annual report sent on 17/02/2024</i>	<input type="checkbox"/> 1
C	1.1.3.5.	In case the company handles/ transports plastic pellets:	OCS
C	1.1.3.5.1.	- is there a process for informing the regulatory bodies (where regulations require it) if a pellet loss happens? <i>Assessor: Spill controll according to Targets OCS rules</i>	OCS <input type="checkbox"/> 1
C	1.1.3.5.2.	- is there a process for internal and external communication about the pellet loss programme progress? <i>Assessor: Communication with customer</i>	OCS <input type="checkbox"/> 1

C	2.	Risk management	
C	2.1.	Risk assessment and mitigation measures	
C	2.1.1.	Is there a process to assess and document the Safety, Health, Environmental, Security risks and working conditions, related to all activities of the company, considering following aspects?	
C	2.1.1.1.	- start-up of new operations/activities (e.g. new products, new routes) ?	RC <input type="checkbox"/> 1
		<i>Assessor: Covered by Planning of New Services Procedure: P. 7.1 - 7.3 of Quality Book - HACCP Plan, Early Warning System is applied for Food and feed products</i>	
C	2.1.1.2.	- change of operations/activities (e.g. new products, new routes)	RCimp <input type="checkbox"/> 1
		<i>Assessor: Covered by Planning of New Services Procedure: P. 7.1 - 7.3 of Quality Book is based on MSDS</i>	
C	2.1.1.3.	- periodic review of risks on current activities?	RC <input type="checkbox"/> 1
		<i>Assessor: Actual monitoring via Transics telematics - reaction to Client Actual risk analysis at the different jobs: driver, TCS operator, workshop mechanic, office staff managed by SH manager has been shown during assessment. Early Warning System is applied for Food and feed products. SH Risks Analyse and controll carried by SH Inspector.</i>	
C	2.1.1.4.	- identification of potential spillages/losses of plastic pellets in case the company handles/transport them?	OCS <input type="checkbox"/> 1
		<i>Assessor: The physical boundaries of the OCS programme, has been defined and documented in "Potential Spillages/losses of Plastic Granules and Dust - and Ways of Counteracting it"</i>	
C	2.1.1.5.	- identification of potential generation of plastic dust in case that the company handles/transport pellets?	OCS <input type="checkbox"/> 1
		<i>Assessor: "Potential Spillages/losses of Plastic Granules and Dust - and Ways of Counteracting it"</i>	
C	2.1.2.	If company has site activities: Are the physical boundaries of the OCS programme, including areas surrounding the site, defined and documented?	OCS <input type="checkbox"/> 1
		<i>Assessor: The physical boundaries of the OCS programme, has been defined and documented in "Potential Spillages/losses of Plastic Granules and Dust - and Ways of Counteracting it"</i>	
C	2.1.3.	Is there a risk minimization plan to prevent and address spills/losses of plastic pellets and their recurrence?	OCS <input type="checkbox"/> 1
		<i>Assessor: defined and documented in "Potential Spillages/losses of Plastic Granules and Dust - and Ways of Counteracting it"</i>	
C	2.1.4.	Are measures taken to control/mitigate all identified risks ?	RC <input type="checkbox"/> 1
		<i>Assessor: Defined and documented in "Potential Spillages/losses of Plastic Granules and Dust - and Ways of Counteracting it"</i> The general measures are as follows: - internal industrial vacuum cleaners (in the warehouse where re-loading is carried out) and external industrial vacuum cleaners used (in the entire WIZET complex - roads, squares, tank cleaning stations, workshops and surroundings) - compressed air guns for cleaning vehicles - periodic cleaning of the entire area from granules and dust - sending the collected product for recycling	
C	2.2.	Safety	
C	2.2.1.	Personal Protective Equipment (PPE)	
C	2.2.1.1.	Is there a written procedure defining what PPE has to be used under what circumstances?	RC <input type="checkbox"/> 1
C	2.2.1.2.	Is the PPE regularly checked (before use and at set intervals) and replaced when required?	<input type="checkbox"/> 1
C	2.2.1.3.	Are instructions and training provided when category III PPE or other specific precautions are needed and used?	RC <input type="checkbox"/> 1
		<i>Assessor: 15/05/2024 - Dangerous Works: *Work at the height - re-loading of granulated polymers / TCS operators *Work in confined spaces * dilution of tank washing preparations i Tank Cleaning Facility</i>	
C	2.3.	Health	

C	2.3.1.	Are current Safety Data Sheets, available on site from the manufacturers for all products transported and/or handled?	RC	<input type="checkbox"/> 1
C	2.4.	Security		
C	2.4.1.	Protection of property and people		
C	2.4.1.1.	Is there a system to monitor entry, exit and to limit access to restricted areas of all personnel and visitors through positive identification? <i>Assessor: The 24h/7dw guard operating on site. All area is fenced, guarded, vcr monitored.</i>		<input type="checkbox"/> 1
		<i>The restricted areas are key locked or accessible by electronic access code.</i>		
C	2.4.1.2.	Is there a written procedure in place, requiring documented periodical inspections, to identify breaches in the security of the buildings/premises? <i>Assessor: 1. The 24h/7dw guard operating on site - reporting breaches of the security to the Owners. 2. Instant vcr monitoring of all area with access by guardian and the Owners</i>	RCimp	<input type="checkbox"/> 1
C	2.4.1.3.	Has the company evaluated the risk of unauthorized entrance (including refugees) to company premises, transport equipment, tank cleaning facilities, storage areas or information processing facilities on site?		<input type="checkbox"/> 1
C	2.4.2.	Protection of data in digital form		
C	2.4.2.1.	Has a risk assessment been conducted in the last twelve months, as a minimum frequency, regarding data on customers, products and operations and are measures taken to mitigate identified risks? <i>Assessor: Risks assessment is carried during internal audits and annual management reviews; Early Warning System applied for Food and feed products. IT data are secured at 3 different server-computers and additional data securing in "cloud" described in Form 2.8 (version 3) dated 5/01/2024</i>		<input type="checkbox"/> 1
C	2.4.2.2.	Is there an inventory of Information Technology assets containing confidential company data? <i>Assessor: IT data are secured at 3 different server-computers and additional data securing in "cloud" described in Form 2.8 dated 05/01/2024</i>		<input type="checkbox"/> 1
C	2.4.2.3.	Is there a proactive maintenance program on Information Technology assets handling information technology?		<input type="checkbox"/> 1
C	2.4.2.4.	Is the information system audited at least annually by an independent auditor to ensure that all defined criteria are being met? <i>Assessor: No external audits are documented, however all software is up-dated to newest version,</i>		<input type="checkbox"/> 0
C	2.4.2.5.	Is a system in place to ensure that communication dialogue and information exchange on security issues is appropriate?		<input type="checkbox"/> 1
C	2.4.2.6.	Is a system in place to ensure that response to security threats and incident are defined?		<input type="checkbox"/> 1
C	2.5.	Fair business practices		
C	2.5.1.	Has the company formalized the fair business practices? <i>Assessor: Anti-corruption Policy, Counterbalanced development Policy - CSR Rules - actual up-date 05/01/2024</i>		<input type="checkbox"/> 1
C	2.5.2.	Are there mechanisms in place to ensure effective implementation of the anti-corruption and bribery policy (including for instance: conflict of interest, fraud, money laundering)? <i>Assessor: WIZET is a well managed family enterprise. The family members are responsible for specific parts of activity / departments, but their responsibilities are interrelated and controlled on several levels.</i>	RC	<input type="checkbox"/> 1
C	2.5.3.	Are there mechanisms in place to ensure effective implementation of the anti-competitive practices policy? <i>Assessor: Professionalism / long term contracts / honesty. Company do not employ sub-contractors and works in several areas: road transport, tank cleaning facility, warehousing and operations.</i>		<input type="checkbox"/> 1
C	2.6.	Environment		
C	2.6.1.	Is the classification, storing, segregation, identification, protection and final destination of any generated waste, done according to legal regulations and only by legally approved waste management companies?		<input type="checkbox"/> 1

Assessor: All wastes are disposed by the authorised waste service under the written agreement.
Wasted water after initial cleaning by separators system is disposed to municipal WWT under the written agreement.
Disposal confirmations and invoices are available in office.

C 2.6.2.	Has the company carried out a risk assessment taking into account the impact of company activities on soil and groundwater contamination? <i>Assessor: Environmental assessment was carried during construction of Tank Cleaning Facility.</i> <i>Permit ROS.6341.4142011.PS, dated 22/04/2011</i>	<input type="checkbox"/> 1
C 2.6.3.	Is plastic waste not sent to landfilling? <i>Assessor: According to OCS program</i>	OCS <input type="checkbox"/> 1
C 2.6.4.	Is a programme in place to measure and to reduce pro rata the waste generated by the company activities?	<input type="checkbox"/> 1

C	3.	Human Resources	
C	3.1.	Recruitment	
C	3.1.1.	Is there a written recruitment procedure which takes into account relevant experience, competence and education for all employees, including temporary staff? <i>Assessor: P 6.2: HR and Training Procedure; Form 1.10: HR Recruitment and Training Policy up-dated 05/01/2024</i>	1
C	3.1.2.	Have all operating personnel (drivers, operators, etc.) undergone a periodic medical examination where required by law or by the risk assessment of the job? <i>Assessor: All employees are regularly medical tested adequate to job / risks; drivers and TCS operators including work at the heights. Documents are included to personal files in HR Dept.</i>	1
C	3.1.3.	Is there a written grievance and disciplinary procedure? <i>Assessor: Form 1.10: The rules for grievance managing rules up-dated 05/01/2024. Disciplinary Procedure is based on National Job Code and service agreement with out-sourced HR agency.</i>	1
C	3.2.	Training	
C	3.2.1.	Is there a training programme in place for all personnel that results in an individual training plan and are records available that the training plan has been implemented? Is the training plan reviewed annually? <i>Assessor: 2024 Annual Trainings Plan prepared concerning SQAS requirements has been shown during the assessment.</i>	RC, OCS 1
C	3.2.2.	Are the following subjects being trained?	
C	3.2.2.1.	- incident reporting, investigation, and analysis?	1
C	3.2.2.2.	- dangerous goods handling?	1
C	3.2.2.3.	<i>Assessor: Driver who carry ADR class 9 in silotank carry ADR certificate - controlled by HR dept. WIZET carry the only one ADR product to one client in one silo-tank.</i>	1
C	3.2.2.4.	- use of PPE (Personal Protective Equipment)? <i>Assessor: carried by SH Inspector</i>	RC 1
C	3.2.2.5.	- company emergency written procedures?	RC 1
C	3.2.2.6.	- spill prevention and control of liquids and solids not including plastic pellets?	RCimp 1
C	3.2.2.7.	- Behaviour Based Safety (BBS) principles? <i>Assessor: *BBS Training Program has been prepared and implemented for the 3 areas in which WIZET operates: Road Transport, Warehousing, and Tank Cleaning. *The BBS rules are described in Company Targets for 2025-2030. BBS Programme has been started in Dec. 2015 for drivers who are trained in safe driving technics by 3 trainers. Instant drivers' behaviour scoring and monitoring is provided by Dynafleet information.</i>	RC 1
C	3.2.2.8.	<i>*Since WIZET Transport has purchased Transics telematic system (June 2017), actual information is broader and covers all drivers.</i>	1
C	3.2.2.9.	- security awareness proportionate to the risk and their role within the business (Security of information should be included)? <i>Assessor: SH professional risks trained on each workplaces carried by SH Inspector.</i>	1
C	3.2.2.10.	- risk Assessment and risk Management? <i>Assessor: SH professional risks trained on each workplaces carried by SH Inspector.</i>	1
C	3.2.2.11.	- communication skills? <i>Assessor: Initial training of newcomers (Code of Ethics, dated Nov. 2020. Actualisations for drivers - via Transics communication</i>	1
C	3.2.2.12.	- all aspects related to prevention of bribery and corruption? <i>Assessor: Initial training of newcomers (Code of Ethics, dated Nov. 2020. Actualisations for drivers - via Transics communication</i>	RC 0
C	3.2.2.13.	- training in awareness of fatigue and tiredness? <i>Assessor: Initial training of newcomers (Code of Ethics, dated Nov. 2020. Actualisations for drivers - via Transics communication</i>	1

		Assessor: <i>Initial training of newcomers (Code of Ethics, dated Nov. 2020. Actualisations for drivers - via Transics communication</i>	
C	3.2.2.14.	- awareness and accountability for spill/loss prevention, containment, clean-up, and disposal of plastics pellets,- written procedures to prevent, contain, clean-up and dispose spills/losses,in case the company handles/transport plastic pellets	OCS <input type="checkbox"/> 1
C	3.2.3.	Are employees informed about the evolution of the company's OCS programme?	OCS <input type="checkbox"/> 1
		<i>Assessor: up-dates of OCS program information are presented</i>	
C	3.2.4.	Are employees encouraged to provide feedback on the company's OCS programme to the line management?	OCS <input type="checkbox"/> 1
C	3.2.5.	Is a first aid training programme defined for identified persons and implemented?	<input type="checkbox"/> 1
		<i>Assessor: First Aid Training carried by Witold Pacholski - SH Inspector /FA rescuer certified on 30/06/2019 /and Fire Safety 17/02/2017) 16 employees (staff, TCS workshop) - training on 14/06/2024</i>	
C	3.2.6.	Are variances from the plan effectively followed up?	<input type="checkbox"/> 1
C	3.2.7.	Is the effectiveness of the training checked for each employee?	<input type="checkbox"/> 1
C	3.3.	Behaviour Based Safety (BBS)	
C	3.3.1.	Has a BBS implementation plan, or an established programme, been set up with targets, resourcing and timeline?	RC, OCS <input type="checkbox"/> 1
		<i>Assessor: *BBS Training Program has been prepared and implemented for the 3 areas in which WIZET operates: Road Transport, Warehousing, and Tank Cleaning. *The BBS rules are described in Company Targets for 2025-2030. BBS Programme has been started in Dec. 2015 for drivers who are trained in safe driving technics by 3 trainers. Instant drivers' behaviour scoring and monitoring is provided by Dynafleet information.</i>	
		<i>*Since WIZET Transport has purchased Transics telematic system covers all drivers.</i>	
C	3.3.2.	Have the respective responsibilities of all personnel in the implementation of BBS been identified ?	<input type="checkbox"/> 1
C	3.4.	Labour Policy and human rights	
C	3.4.1.	Are specific mechanisms in place to ensure effective implementation of your company's Career Management and training policy?	<input type="checkbox"/> 1
		<i>Assessor: WIZET is a well managed family enterprise. Trainings are given in broad professional spectrum</i>	
C	3.4.2.	Are specific mechanisms in place to ensure effective implementation of your company's non-discrimination policy	RC <input type="checkbox"/> 1
		<i>Assessor: CSR Rules, dated 31/05/2017, last up-date in F 1.12 was on 05/01/2024 WIZET is a well managed family enterprise. The General Manager is open to employees. - She solves employees problems, if any</i>	
C	3.4.3.	Are specific mechanisms in place to ensure effective implementation of the company's policy about child labour?	<input type="checkbox"/> 1
		<i>Assessor: Internal Job Regulation and National Job Code states concerning rules of employment for youngsters - Child labour is not applicable in Poland and is strictly controlled by National Job Inspection.</i>	
C	3.4.4.	Does the company ensure that no forced, bonded or involuntary prison labour is employed?	<input type="checkbox"/> 1

C	4.	On/Off Site Emergency Preparedness and Response	
C	4.1.	Is there a written plan for dealing with on-site and off-site emergencies and potential crises? <i>Assessor: Emergency Instruction P 4.10, up-dated 05/01/2024</i>	RC, OCS <input type="checkbox"/> 1
C	4.2.	Does this written plan contain the following information?	
C	4.2.1.	- individual responsibilities? <input type="checkbox"/> 1	
C	4.2.2.	- arrangements for 24/7 hours coverage by trained responders? <input type="checkbox"/> 1	
C	4.2.3.	- a list of the different parties to be informed with their contact details (customers, authorities) ? <i>Assessor: Form 5.7 - Key Contacts List up-dated 05/01/2024</i>	<input type="checkbox"/> 1
C	4.2.4.	- a written procedure for handling the information towards the neighbourhood, the press and other interested parties of serious accidents/incidents that happened on site? <i>Assessor: Emergency Team (Owners) is responsible for handling the information towards the neighbourhood, the press and other interested parties</i>	<input type="checkbox"/> 1
C	4.2.5.	- In case the company handles/transport plastic pellets, is there a documented procedure(s) in place including:- Instructions for managing the clean-up, the use of the clean-up equipment and disposal of the pellets after a spill/loss to prevent impact to the environment?- A clear definition for an acceptable cleaned up scenario after the incident? <i>Assessor: OCS and Customers instruction and templates concerning new guidelines are resent to drivers</i>	OCS <input type="checkbox"/> 1
C	4.3.	Is the emergency equipment maintained, tested or checked on a regular basis? <input type="checkbox"/> 1	
C	4.4.	Has there been a comprehensive test of the emergency plan for on-site and offsite emergencies during the past 12 months? <i>Assessor: ON-SITE evacuation dated 28/03/2024 carried by SH Inspector OFF-SiTE - drivers are informed via Transics - cases and refreshings are sent to all drivers - templates concerning new guidelines are resent to drivers</i>	OCS <input type="checkbox"/> 1
C	4.5.	Is there a documented business continuity plan that includes IT system outages and does this plan contain the customer contacts to be informed? <i>Assessor: Business Continuity Plan dated 05/01/2024 in Targets Table is prepared for 3 areas of activity TS+TC+WH taking HACCP System into account, with support of IT Dept. (procedure) Business Continuity Plan is reviewed annually according to Targets Table during Annual Management Review.</i>	<input type="checkbox"/> 1

C	5.	Performance Analysis and Management Review	
C	5.1.	Non-conformance reporting, investigation, analysis, and corrective action	
C	5.1.1.	Is there a documented system in place for recording non-conformances regarding?	
C	5.1.1.1.	- accidents & incidents?	RC, OCS <input type="checkbox"/> 1
		Assessor: Procedure 5.2 Non-conformances Supervising, Form 5.5 - Non-conformances Register, Form 5.4 - Complaints Register, and Procedure 5.3 Corrective and Preventive Actions covers points bellow. the actual version of documents dated 05/01/2024	
C	5.1.1.2.	- breaches of security and threats?	RCimp <input type="checkbox"/> 1
C	5.1.1.3.	- unsafe behaviour & unsafe conditions?	RCimp <input type="checkbox"/> 0
C	5.1.1.4.	- regulatory compliance?	<input type="checkbox"/> 1
		Assessor: Lawyers Office written opinions / interpretation are given, concerning new regulations when necessary	
C	5.1.1.5.	- product contamination?	RC <input type="checkbox"/> 1
		Assessor: Complaints are registered in Transport Dept. -= for instance 28/09/2023 -	
C	5.1.1.6.	- product discrepancies and short shipments?	<input type="checkbox"/> 1
		Assessor: Complaints are registered in Transport Dept. -= for instance	
C	5.1.1.7.	- corruption & bribery?	<input type="checkbox"/> 1
		Assessor: Non-ethical behaviours /grievance /disciplinary issues: covered by in Internal Job Regulation and CSR Policy are registered in personal files / HR Dept.	
C	5.1.1.8.	- grievance and disciplinary findings?	<input type="checkbox"/> 1
		Assessor: Non-ethical behaviours /grievance /disciplinary issues: covered by in Internal Job Regulation and CSR Policy are registered in personal files / HR Dept.	
C	5.1.2.	Is a detailed report on non-compliances provided to the responsible management, containing immediate cause, root cause and recommendations for corrective actions to prevent recurrence?	RC, OCS <input type="checkbox"/> 1
		Assessor: Speditor is immediately informing customer by phone and e-mail	
C	5.1.3.	After an incident/accident are the employees and contractors concerned informed and if necessary trained with the aid of a Root Cause analysis?	RCimp <input type="checkbox"/> 1
C	5.1.4.	Is there a procedure in place to inform the customer promptly of all non-conformances involving his shipments/products?	OCS <input type="checkbox"/> 1
		Assessor: P 4.1 - Communication with Client , last issue, 05/01/2024	
C	5.1.5.	Is the DGSA involved after an incident where dangerous goods were involved?	<input type="checkbox"/> 1
		Assessor: According to written agreement between WIZET Transport and DGSA	
C	5.2.	SHEQ&Sec & CSR Objectives and Trend Analysis	
C	5.2.1.	Is there a process in place to monitor and analyse SHEQ&Sec & CSR data to identify trends, to set objectives and is there an action plan in place to achieve these objectives?	RC <input type="checkbox"/> 1
		Assessor: Data and KPI monitoring Table F.5 1-2 concerning quality, certificates, customer satisfaction, accidents, incidents, fuel consumption, tyres, costs of maintenance, complaints - data are monitored and analysed by QM and GM according to annual targets and multi-annual goals,	
C	5.2.2.	In case the company handles/ transports plastic pellets, are performance objectives established?	OCS <input type="checkbox"/> 1
		Assessor: Targets are established for TS/TC/WH	
C	5.2.3.	In case the company handles/ transports plastic pellets, does the company have internal KPIs on:	
C	5.2.3.3.	- Number and volume of incidents resulting in any unrecovered release (loss) of plastic pellets, flakes, powders, or granules, to ground or water outside the facility and estimated to be greater than 0,5 litres or 0,5 kilograms per incident.	OCS <input type="checkbox"/> 1
		Assessor: Notification in Transics - included to Incidents Records.	
C	5.2.3.4.	- percentage of employees and contractors dealing with pellets that received operating training	OCS <input type="checkbox"/> 0

<p>Assessor: *Drivers are trained in ca. 3 months period *TCS operators - Training planned for 2024 - annually *WH operators - Training planned for 2024 -annually</p>			
C	5.2.3.5.	- % of programmed/planned OCS inspection/self-assessment that have been executed	OCS <input type="text" value="0"/>
<p>Assessor: Transport Manager is making randomly inspections of silotanks in TCS, and loading / unloading areas. WH Manager makes randomly checks in WH</p>			
C	5.2.3.6.	- % of relevant pellet handling business partners with whom the company promoted pellet loss awareness and the OCS programme?	OCS <input type="text" value="0"/>
C	5.2.3.7.	- % of contract(s) where there is an OCS clause with relevant pellet handling suppliers?	OCS <input type="text" value="1"/>
<p>Assessor: 4 main Customers are involved</p>			
C	5.2.4.	Has the annual Health, Safety, Security, Environment & CSR plan of the company been reviewed against the applicable Responsible Care Programme?	RC <input type="text" value="0"/>
C	5.2.5.	Does the company promote the principles of Responsible Care to logistic partners?	RC <input type="text" value="0"/>
<p>Assessor: Company doesn't belong to RC</p>			
C	5.2.6.	Is the KPI about pellet loss mentioned in 5.2.3.c reported to the corresponding trade association?	OCS <input type="text" value="0"/>
<p>Assessor: no information</p>			
C	5.3.	Internal Audit	
C	5.3.1.	Is there a documented programme	
C	5.3.1.1.	- for internal auditing of all areas referred to in SQAS and covering compliance with applicable legislation and permits?	RC, OCS <input type="text" value="1"/>
<p>Assessor: Annual Audits Plan dated 05/01/2024; Audits were carried on 7, 8, 9 of January 2024</p>			
C	5.3.1.2.	- For internal annual auditing of OCS requirements covering: the compliance of the routine inspection plan inside and outside its physical boundaries, and its effectiveness- the housekeeping status- the effectiveness and suitability of procedures, equipment and instructions to avoid spills and a potential loss into the environment- the estimation of the amount of pellet lost per year as a way to track progress towards the objective of zero pellet loss	OCS <input type="text" value="1"/>
C	5.3.2.	For non-conformances identified in the audits, are action plans developed and are corrective actions taken?	RCimp <input type="text" value="1"/>
<p>Assessor: Protocols shown during assessment dated 29/06/2024 - GMP+ Logistics, 27/06/2024 ; ISO 9001 - 28/06/2024</p>			
C	5.3.3.	Do those carrying out auditing have training and/or competence in auditing and evaluation techniques?	<input type="text" value="1"/>
<p>Assessor: 3 Auditors; External auditor ISO 9, 22, HACCP, IFS trained in DEKRA 2 managers from WIZET trained by external Auditor</p>			
C	5.3.4.	Are safety walkabouts carried out and documented by appropriate managers on a periodical basis?	RCimp <input type="text" value="1"/>
<p>Assessor: SH Inspector has presented the safety walkabouts (TCS, WH, re-loading)</p>			
C	5.4.	Management Review Meetings	
C	5.4.1.	Is a formal management review meeting held at least once a year by the senior manager to review the management system that includes, as minimum, the following inputs?	
C	5.4.1.1.	- the status of actions of previous Management review meetings	<input type="text" value="1"/>
<p>Assessor: Annual Management Review for 2023 - dated 29/06/2024 3 Board Members participation.</p>			
C	5.4.1.2.	- the DGSA Annual report (if applicable)	<input type="text" value="0"/>
C	5.4.1.3.	- the performance of subcontractors	<input type="text" value="-"/>
<p>Assessor: Company do not employ subcontractors</p>			
C	5.4.1.4.	- the effectiveness of the training programme	<input type="text" value="1"/>

C	5.4.1.5.	- the results of internal and external audits	OCS	<input type="checkbox"/> 1
C	5.4.1.6.	- the monitoring of trends of SHEQ, Sec &CSR KPIs, BBS KPIs and Responsible Care KPIs (if applicable)	OCS	<input type="checkbox"/> 1
C	5.4.1.7.	- the extent of which SHEQ, Sec &CSR objectives have been met		<input type="checkbox"/> 0
C	5.4.1.8.	- the effectiveness of the programmes about emission reduction (including GHG emissions) required in Transport Service, Tank Cleaning or Warehouse modules, in case they are applicable? <i>Assessor: Realization of targets for whole company (TS+TC+WH) concerning fuel consumption, electricity, water consumption, GHG emission</i>		<input type="checkbox"/> 1
C	5.4.1.9.	- the effectiveness of the programme about waste reduction required by question 2.6.4. <i>Assessor: Realization of targets for whole company</i>		<input type="checkbox"/> 1
C	5.4.1.10.	- the outcome of the last SQAS assessment (if applicable)		<input type="checkbox"/> 1
C	5.4.1.11.	- the outcome of the emergency response drills		<input type="checkbox"/> 0
C	5.4.1.12.	- the status of compliance with local, national and EU regulations	OCS	<input type="checkbox"/> 1
C	5.4.1.13.	- recommendation(s) for continuous improvements	OCS	<input type="checkbox"/> 1
C	5.4.2.	Did the senior management consider the recommendations of 5.4.1. and define an improvement action plan with allocated actions and due dates?		<input type="checkbox"/> 1
C	5.4.3.	Does senior management monitor progress versus targets on SHEQ&Sec & CSR matters at relevant management meetings?	RCimp	<input type="checkbox"/> 1
C	5.4.4.	Is there evidence that learning points from SHEQ&Sec issues are shared with the workforce?	RCimp	<input type="checkbox"/> 1

6.	Fire Protection Management	
6.1.	General	
6.1.1.	Fire Plan	
6.1.1.1.	Has a fire risk assessment been performed together with the responsible local authorities and the local Fire Brigade, and has the resulting fire protection management (Fire Plan) been implemented? Assessor: *Fire Prevention Instruction dated April 1st., 2018 for WIZET Transport Sp. z o.o. area. * Emergency Instruction P 4.10, up-dated 05/01/2024	RC <input type="checkbox"/> 1
6.1.1.2.	Is the fire protection management system in compliance with the requirements of the operating permit?	RC <input type="checkbox"/> 1
6.1.1.3.	Has an up to date Fire Plan been handed over to the local authorities/local Fire Brigade or can they get access to the Fire Plan at any time on-site? Assessor: Fire Prevention Instruction dated April 1st., 2018 for WIZET Transport Sp. z o.o. area. Copy is deposited in Local Fire Brigades Office.	RC <input type="checkbox"/> 1
6.1.1.4.	Is it assured that the Fire Plan is updated periodically (less than 5 years) to reflect significant changes related to the products stored, the quantity stored and the constructional, technical and administrative fire protection features?	RC <input type="checkbox"/> 1
6.1.2.	Storage and segregation requirements related to Fire Protection	
6.1.2.1.	Is segregation applied between the different products as per national permit, guidance and/or regulations?	RC <input type="checkbox"/> 1
6.1.2.2.	Is there a procedure to prevent products not listed in the operating permit being stored in the warehouse (including products in transit)? Assessor: The warehouses are dedicated for Food / Feed / other non-hazardous solid products only in big-bags or regular bags. *ZPRP 08 delivery and checks of products procedure define the limits of stored products, and does not allow for storage of dangerous goods. *P5.4 Early Warning System Procedure - last issue dated 05/01/2024.	RC <input type="checkbox"/> 1
6.1.2.3.	Is there a procedure to ensure that the permitted storage limits (by law or by operating permit) are not exceeded at any time? Assessor: ZPRP 08 delivery and checks of products procedure define the limits of stored products, and does not allow for storage of dangerous goods.	RC <input type="checkbox"/> 1
6.1.2.4.	Is there a procedure to ensure that aerosol packaging with flammable gases are stored in separate rooms, or in metal cages, to protect the warehouse against fire spreading due to igniting aerosol packaging? Assessor: No aerosols are stored; solid non-hazardous products in big-bags, or regular bags are stored only. ZPRP 08 delivery and checks of products procedure define the limits of stored products, and does not allow for storage of dangerous goods.	<input type="checkbox"/> -
6.1.2.5.	Are flammable products, or products which contain flammable gases, not stored in basements? Assessor: No flammable products are stored; solid non-hazardous products in big-bags, or regular bags are stored only. ZPRP 08 delivery and checks of products procedure define the limits of stored products, and does not allow for storage of dangerous goods.	<input type="checkbox"/> -
6.1.3.	Access and emergency exits	
6.1.3.1.	Is unrestricted site access (to premises and buildings) available to the emergency service at all times (24hr and 365d per year)? Assessor: Access to all area is available 24h/7dw/365dy. After working hours, the guardians are responsible for visitors / technical services / fire brigades movement, and direct reporting to the Owners.	<input type="checkbox"/> 1
6.1.3.2.	Are there sufficient emergency exits (at least two per fire compartment, creating separate escape routes) and are they clearly marked, with unrestricted access always? Assessor: Bldg. 1, and 4 are accessible from 4 sides; bldg. 2, and 3 are accessible from 2 sides	<input type="checkbox"/> 1
6.1.4.	Fire water supply	
6.1.4.1.	Does the Fire Plan address the required fire water supply for the warehouse in terms of volume, pressure and reliability?	<input type="checkbox"/> 1

<p>Assessor: Fire water sources are described in Fire Prevention Instruction dated April 1st., 2018 for WIZET Transport Sp. z o.o. area.</p>			
6.1.5.	<p>Retention measurements</p>		
6.1.5.1.	<p>Are measures taken to adequately contain contaminated fire water?</p>		
	<p>Assessor: Floor is constructed with water resistant concrete B-30 painted with resins paint;</p> <p><i>Due to Fire Prevention Instruction dated April 1st., 2018, contaminated fire water can be drained directly to municipal wasted water treatment with no storage necessity. Above solution is correct because no hazardous products are stored. The only stored products are neutral solid.</i></p>		
6.1.5.2.	<p>Are measures taken on transport ways and loading/unloading areas to adequately contain spilled product?</p> <p>Assessor: All transport ways are hardened by water resistant concrete and cement bricks; System of wasted water separators is applied.</p>		
6.2.	<p>Constructional fire protection</p>		
6.2.1.	<p>Does the constructional fire protection of the warehouse comply with the local regulations and standards and is it documented in certificates, and if not, are there signed permissions by local authorities for the deviations?</p> <p>Assessor: Construction project has been prepared according to the Natl. Legal Rules and Fire Prevention.</p> <p><i>Decision no. 54/2010 issued by County Construction Buildings Supervisory Office (Powiatowy Inspektor Nadzoru Budowlanego w Łęczycy), also confirmed in Fire Prevention Instruction dated April 1st., 2018 for WIZET Transport Sp. z o.o. area</i></p>		
6.3.	<p>Technical fire protection</p>		
6.3.1.	<p>Does the technical fire protection of the warehouse (e.g. smoke detection, fixed extinguishing system, smoke and heat vents, fire extinguishers) comply with the local regulations and standards and is it documented in certificates?</p> <p>Assessor: Construction project and all elements are comply with to the Natl. Legal Rules and Fire Prevention.</p>		
6.3.2.	<p>If deviations from regulations are implemented, are there signed permissions by local authorities for the deviations?</p> <p>Assessor: Construction project and all elements are comply with to the Natl. Legal Rules and Fire Prevention.</p> <p><i>No deviations from regulations has been implemented</i></p>		
6.3.3.	<p>Is fire protection equipment maintained, tested and checked on a regular basis?</p> <p>Assessor: Hydrants network and fire extinguishers checks and maintenance are confirmed in protocols</p>		
6.3.4.	<p>If equipment using naked flames or generating sparks is operated, has a suitable risk assessment been undertaken and documented, and is the equipment used in a designated safe area, away from the storage of flammable products and combustible materials and which is suitably ventilated?</p> <p>Assessor: Risk Analysis was carried and presented in Fire Prevention Instruction dated April 1st., 2018 for WIZET Transport Sp. z o.o. buildings and area.</p>		
6.3.5.	<p>Are products and combustible material stored away from ignition sources at a distance of at least 1.5 m?</p> <p>Assessor: No heating system is installed in warehouses.</p>		
6.3.6.	<p>Is the restriction for non-smoking respected?</p>		
6.4.	<p>Administrative fire protection</p>		
6.4.1.	<p>In case of emergency, is there a procedure for safe evacuation?</p> <p>Assessor: Evacuation Procedure is included in Fire Prevention Instruction dated April 1st., 2018 for WIZET Transport Sp. z o.o. area prepared by Mr. Witold Pacholski SH and Fire Prevention Inspector.</p>		
6.5.	<p>Fire fighting</p>		
6.5.1.	<p>Are nominated persons available who have received specific training in the use of fire protection devices?</p> <p>Assessor: No own emergency team, however professional Fire Brigades are located next to WIZET area. In addition Security guards are connected via direct phone line with Fire Brigades.</p>		

6.5.2. Is there at any time, an up to date list of stored products available in the event of an emergency at the site, showing all relevant information (quantities, locations, hazards)?
Assessor: Actual stored products lists with quantities in each warehouse are accessible in WIZET IT system.

6.5.3. Has the response time and the level of response of the local Fire Brigade to an incident on site been assessed, and have the results been written into the Fire Plan?

6.5.4. Is the requirement for spill clean-up equipment defined in a risk assessment, and is such equipment readily available?
Assessor: No liquids and hazardous (ADR) products are stored

6.5.5. Is adequate PPE available for handling spillages and are appropriate personnel trained in its use?
Assessor: No liquids and hazardous (ADR) products are stored

6.5.6. Are enhanced spill prevention procedures and protection measures taken for products that can produce toxic fumes (e.g. sodium hypochlorite)?
Assessor: No liquids and hazardous (ADR) products are stored

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7.	Storage and Handling Practices	
7.1.	General	
7.1.1.	Is the warehouse structure in visibly good condition? Absence of corroded steel, no holes/damage in the wall or roof, no broken windows, are there indications of a good condition of the warehouse?	1
7.1.2.	Is housekeeping in the warehouse at a good standard (e.g. clean, tidy, paintwork, no spills, etc.)?	1
7.1.3.	Is there a sanitation procedure in place to control pests, such as rodents, bugs and birds? <i>Assessor: Sanitation is based on written agreement with DDD service Marian Matusiak, Kutno, Woźniaków 36, Monthly protocols of inspections and maintenance are collected in office.</i>	1
7.1.4.	Are exhaust emitting vehicles excluded from the warehouse, other than forklift trucks?	1
7.1.5.	Are diesel powered forklift trucks excluded from the warehouse? <i>Assessor: Electric and LPG powered FLTs' are used only.</i>	RCimp 1
7.1.6.	Is the floor liquid tight? <i>Assessor: The concrete floor is painted by composite paint.</i>	1
7.1.7.	Are measures taken in loading/unloading areas to adequately contain spilled product? <i>Assessor: Concrete floor is painted by composite paint. All stored goods are solid, easy to gather in case of leaking. Cleaning equipment is available in designated areas.</i>	1
7.1.8.	Are the loading/unloading docks safely accessible for vehicles (clearly signed, suitable road width, no difficult turns)?	1
7.1.9.	Are loading/unloading docks protected against collisions?	1
7.1.10.	Does the warehouse have good general ventilation, meeting local requirements, and is it maintained in an operational condition?	1
7.1.11.	For the storage of highly flammable products, is adequate ventilation provided, through e.g. upper and lower louvres, unobstructed in at least 2 facing walls or through forced ventilation? <i>Assessor: the warehouse have good general ventilation, as mentioned, however no highly flammable products are stored.</i>	1
7.1.12.	In those cases where products are stored outside, has the customer agreed to that? <i>Assessor: Outside storage conditions are described in warehousing agreement/order signed with customers.</i>	1
7.1.13.	Are the conditions for outside storage of products defined and met? <i>Assessor: Outside storage conditions are described in warehousing agreement/order signed with customers.and controlled by WH manager.</i>	1
7.1.14.	Are external storage areas adequately maintained? <i>Assessor: Outside storage are maintained and conditions are periodically checked during infrastructure and equipment periodical check and maintenance.</i>	1
7.1.15.	Can the forklifts operate easily and safely inside and outside the warehouse?	1
7.1.16.	Are traffic flow directions clearly marked?	0
7.1.17.	Is traffic controlled on site? <i>Assessor: All vehicles are under registration and verification at the gate, and instant VCR monitoring at all areas.</i>	1
7.1.18.	Is vehicle reversing controlled on site? <i>Assessor: Vehicle reversing is controlled in co-operation with WH operator.</i>	RCimp 1
7.1.19.	Is the warehouse equipped with mirrors in areas without good views or are claxon/horns used? <i>Assessor: Due to warehouse instruction (and observed in practice) in areas without good views claxon is used by FLT drivers.</i>	1
7.1.20.	Are yards, roads, paths and steps, properly surfaced, in good condition, clean and free from obstructions?	1

7.1.21.	Is the following waste segregated for disposal/recycling in a safe and practical way and are waste bins available and emptied regularly?	
7.1.21.1.	<p>- general site waste such as cartons, paper and broken pallets that needs to be disposed of separately.</p> <p><i>Assessor: The big cartons, broken pallets etc are stored in designated area. All wastes are disposed by the authorised waste service under the written agreement. Disposal confirmations and invoices are available in the Office</i></p>	RC <input type="checkbox"/> 1
7.1.21.2.	<p>- product waste (hazardous and non-hazardous)</p> <p><i>Assessor: All wastes are disposed by the authorised waste service under the written agreement. Disposal confirmations and invoices are available in the Office</i></p>	RC, OCS <input type="checkbox"/> 1
7.1.22.	Are emergency showers, where required by the risk assessment, located close to all appropriate work areas, and ready to use?	RC <input type="checkbox"/> 1
7.1.23.	Are unauthorised discharges into controlled waters prevented?	RC, OCS <input type="checkbox"/> 1
7.1.24.	<p>Where emergency containment is in place, are there systems and procedures to ensure that containment is kept empty?</p> <p><i>Assessor: No emergency containments are applied. Due to Fire Prevention Instruction dated April 1st., 2018, contaminated fire water can be drained directly to municipal wasted water treatment with no storage necessity. Above solution is correct because no hazardous products are stored. The only stored products are neutral solid.</i></p>	<input type="checkbox"/> -
7.1.25.	<p>Is there a procedure which describes the way to keep the water treatment units in good condition?</p> <p><i>Assessor: Instruction for separators maintenance.</i></p>	OCS <input type="checkbox"/> 1
7.2.	Storage conditions	
7.2.1.	Are the racking systems in accordance with local requirements, in good condition, protected from vehicle collision and from weathering?	<input type="checkbox"/> 1
7.2.2.	If racks were installed in the last 3 years, were they inspected prior to initial use?	<input type="checkbox"/> 1
7.2.3.	<i>Assessor: maintenance protocols has been presented.</i>	<input type="checkbox"/> 1
7.2.4.	Is storage racking operated within maximum loading limits?	<input type="checkbox"/> 1
7.2.5.	Is the maximum weight indicated on the racks?	RCimp <input type="checkbox"/> 1
7.2.6.	Are all stored products and packaging materials stacked properly and safely in the warehouse(s)?	<input type="checkbox"/> 1
7.2.7.	<i>Assessor: 1. the big-bags are stored in one layer, or stacked in two layers, according to customer's requirements. 2. Racking system (on shelves) up-to 4 levels</i>	<input type="checkbox"/> 1
7.2.8.	Are empty pallets stored inside the warehouse at dedicated places and is the quantity limited to maximum half-a-day use in production?	<input type="checkbox"/> 1
7.2.9.	Are empty pallets stored outside the warehouse at a safe location?	<input type="checkbox"/> 1
7.2.10.	Are stack heights of empty pallets outside the warehouse limited to the transport stack height (approximately 3 meters), if not supported?	<input type="checkbox"/> 1
7.2.11.	Are there floor markings in the warehouse indicating storage spaces and staging areas and do these comply with national and/or additional individual company guidelines?	<input type="checkbox"/> 1
7.2.12.	Are there markings in the warehouse indicating walkways?	<input type="checkbox"/> 1
7.2.13.	Are products stored with regard to temperature and ventilation requirements, if any?	<input type="checkbox"/> 1
7.2.14.	<i>Assessor: Controlled temperature and humidity are applied with daily authomatic print of data</i>	<input type="checkbox"/> -
7.2.15.	Has the storage area been ATEX assessed and are the resultant zones, if applicable, clearly identified on site, and has a site plan been developed and communicated to all relevant personnel?	<input type="checkbox"/> -
7.2.16.	<i>Assessor: No ATEX assessment has been done, however only neutral products are stored.</i>	<input type="checkbox"/> -
7.2.17.	Is all equipment used in classified zones in accordance with the ATEX classification?	<input type="checkbox"/> -
7.2.18.	<i>Assessor: No ATEX assessment has been done, however only neutral products are stored.</i>	<input type="checkbox"/> -
7.2.19.	Are all packaged goods labelled in accordance with legislative requirements?	<input type="checkbox"/> 1

7.2.15.	Is there a procedure for the handling, storage, retention and disposal of samples?	<input type="checkbox"/> 0
	<i>Assessor: Product samples are taken during filling the silo-tank from the big-bags only, and sent to customer, not stored.</i>	
7.2.16.	If samples have to be taken, is the work undertaken in accordance with the procedures, by a trained and competent site operator or appointed surveyor with adequate safety precautions?	<input type="checkbox"/> 1
	<i>Assessor: Samples are taken, when necessary only = during re-loading of product from big-bags to silo-tank by trained WH operator equipped with against fall harness and installation.</i>	
7.3.	Material Handling Equipment (MHE)	
7.3.1.	Is a procedure implemented to ensure:	
7.3.1.1.	- that MHE operators are trained by a qualified specialist?	RC <input type="checkbox"/> 1
	<i>Assessor: All FLT operators are trained in Professional Training Centre (diplomas are accessible in personal files HR Dept.)</i>	
7.3.1.2.	- that newly appointed MHE drivers are subject to an initial training program?	<input type="checkbox"/> 1
7.3.1.3.	- that a driver refresher training program is in place?	RCimp <input type="checkbox"/> 1
	<i>Assessor: FLT driver refresher training program is confirmed due to national rules.</i>	
7.3.1.4.	- that MHE operators are protected (by e.g. wearing seatbelts, closed cabin, reinforcements)?	<input type="checkbox"/> 0
7.3.1.5.	- that rules are established on the interface between forklifts and pedestrians (including truck drivers)?	RCimp <input type="checkbox"/> 1
7.3.1.6.	- that protection measures are in place driving upon mobile ramps?	<input type="checkbox"/> -
	<i>Assessor: No mobile ramps are applied. The warehouses are constructed on ground level.</i>	
7.3.1.7.	- that the MHE ignition key is secured to prevent unauthorized use?	<input type="checkbox"/> 1
	<i>Assessor: Ignition keys are stored in locked office when not operated.</i>	
7.3.1.8.	- that audible/visual warnings (lights, horn) are used when driving backwards?	<input type="checkbox"/> 1
7.3.1.9.	- that MHE's are equipped with safety mirrors (for blind spots)?	<input type="checkbox"/> 0
7.3.1.10.	- are MHE lifting equipment such as big bag lifting frames, drum lifting frames etc. marked with maximum capacity and tested (certificate)?	<input type="checkbox"/> 1
7.3.1.11.	- that only explosion proof MHE can enter in ATEX area, non-explosion equipment can also enter when equipped with gas detectors (storage area, filling/blending area)?	<input type="checkbox"/> -
	<i>Assessor: No flammable liquids are stored or filled. No ATEX areas has been designated.</i>	
7.3.2.	Are pre-start checks done and documented by the MHE operator on daily/shift basis?	<input type="checkbox"/> 1
	<i>Assessor: daily pre-start checks are documented and stored in office.</i>	
7.3.3.	Is a procedure in place for battery recharging and/or the refuelling of Material Handling Equipment?	<input type="checkbox"/> 1
	<i>Assessor: Electric and LPG supplied FLTs' are used only. Battery recharging and LPG gas bottles change instructions are a part of FLT's Instruction Manual</i>	
7.3.4.	Is the recharge area defined, indicated, ventilated and are PPE requirements specified?	<input type="checkbox"/> 1
	<i>Assessor: Recharge areas are located next to the gates, well ventilated. PPE is specified in FLT's Instruction Manual</i>	
7.3.5.	Is the driving behaviour of MHE drivers safe and checked frequently?	RCimp <input type="checkbox"/> 1
	<i>Assessor: Warehouse Manager or shift foreman are supervising FLT drivers behaviours.</i>	

8.	Behaviour Based Safety	
8.1.	BBS programme	
8.1.1.	Does the company have a BBS programme in place for warehouse operations?	RC <input type="checkbox"/> 1
	<i>Assessor: BBS Training Program has been prepared and implemented for the 3 areas in which WIZET operates: Road Transport, Warehousing, and Tank Cleaning. The BBS rules are described in Company Targets for 2025-2030.</i>	
8.2.	BBS Training	
8.2.1.	Is BBS taken into account when reviewing the training requirements of managers and planners?	<input type="checkbox"/> 1
8.2.2.	Have internal or external persons been formally selected and designated as qualified BBS trainers?	<input type="checkbox"/> 1
	<i>Assessor: 3 BBS trainers has been educated and examined in BuchCar Training Centre - Błonie with BBS Trainer Certificates: Marek Wiktorski, Michał Wiktorski, Marcin Mysłowski.</i>	
8.2.3.	Has the BBS warehouse operator training content and format (based on observation, coaching and interactive communication) been developed?	<input type="checkbox"/> 1
	<i>Assessor: The BBS rules are described in Targets for 2025-2030</i>	
8.2.4.	Has the BBS warehouse operator training frequency been defined and is it implemented?	<input type="checkbox"/> 1
	<i>Assessor: once a year for each WH operators</i>	
8.2.5.	Is a personal BBS-record kept on each warehouse operator with the observations made on their behavioural skills?	<input type="checkbox"/> 1
	<i>Assessor: observations given by Warehouse Manager, shift foreman, SH Inspector, and General Manager are taken into account in regular monthly employees evaluation.</i>	
8.3.	BBS Results, Analysis and Monitoring	
8.3.1.	Are individual results from the BBS training communicated to the warehouse operators, preventive actions agreed, recorded, and implemented?	<input type="checkbox"/> 1
8.3.2.	Are annual key performance indicators (individual or group) identified and measured, such as:	
8.3.2.1.	- number of lost time accidents and personal injuries?	RC <input type="checkbox"/> 1
8.3.2.2.	- Lost Time Injury Rate?	<input type="checkbox"/> 0
	<i>Assessor: No data</i>	
8.3.2.3.	- average days of training per year?	<input type="checkbox"/> 0
8.3.2.4.	- accidents/incidents/spills statistics?	RC <input type="checkbox"/> 1
8.3.2.5.	- levels of damage to storage equipment (e.g. racking) and cargo/inventory?	RC <input type="checkbox"/> 1
8.3.3.	Are the overall results and trends on above indicators analysed and are causes identified?	<input type="checkbox"/> 0
	<i>Assessor: Data are collected, not all trends are presented</i>	
8.3.4.	Are these results, the structural trends and issues reported and discussed with the warehouse operators at regular intervals?	RCimp <input type="checkbox"/> 0
	<i>Assessor: Actual trainings</i>	
8.3.5.	Are the results and learning from BBS reflected in the refresher programmes?	RCimp <input type="checkbox"/> 1

9.	Security in Warehousing	
9.1.	Has a security plan been developed and implemented for storage proportionate to the risks either in accordance with applicable legislation or the application of Best Practice? <i>Assessor: The Risk Analysis has been made for new operations and products stored. All documents last review is documented on 05/01/2024.</i> <i>*ZPRP 08 Procedure for delivery and checks of products covers also storage conditions appropriate to stored products;</i> <i>*Form1.2_Food and Feed Safety Objectives;</i> <i>*P6.1_Food defence Procedure</i>	1
9.2.	Are doors of the warehouses closed and locked to prevent unauthorised access when there are no operations?	1
9.3.	Do visitors to the site have to sign in and sign out?	1
9.4.	Are visitors accompanied?	1
9.5.	Are warehouse operators provided with company work wear?	1
9.6.	If a CCTV system is required by customer(s) or other parties, is it in place?	1
9.7.	Is the CCTV data storage protected against loss and tampering?	1
9.8.	Is the CCTV data storage area protected against unauthorised access?	1
9.9.	Is it clearly indicated with signs that camera surveillance is applied?	1
9.10.	Is a checking system in place to ascertain that camera positioning is maintained and that cameras are properly working?	1
9.11.	If required by customer(s) or third parties, are there other security control systems installed? <i>Assessor: Locked gates, locked doors to warehouses, access codes, instant CCTV system of monitoring, data storage and analyse, interruption alarm is installed.</i>	1
9.12.	Is there a procedure in place to identify if stored products have been tampered with, or/and are missing? <i>Assessor: Periodical inventory is carried due to Inventory Procedure - and missed or tampered products are identified.</i>	1
9.13.	Are seal discrepancies investigated thoroughly, the shipment rejected if necessary, security personnel notified and extreme care taken if there is evidence of seal tampering?	1
9.14.	Does the site have adequate security lighting?	1

10.	Site Operating Procedures and Customer Interface	
10.1.	Site Operating instructions and practices	
10.1.1.	Does the site have all the required operating licenses in line with the activities carried out? <i>Assessor: Listed in p. 0.2.7 - Valid Operating Licences</i>	RC <input type="checkbox"/> 1
10.1.2.	Are all processes defined in the warehouse scope covered in written operating procedures? <i>Assessor: All processes are defined in the warehouse scope covered in written operating procedures.</i> <i>For instance: *ZPRP 08 delivery and checks of products procedure; *P 7.1 Safety of Food and Feed Products Procedure: (F7.1-1 Food, F7.1-2 Feed) *ZPRP 04 products filling from big-bags to silo-tank procedure; *Hygienic procedures in warehouse: *ZPRP 01 / 02 / 03 cleaning and disinfection for warehouse and operators, *ZPRP 06 - for visitors, *ZPRP 07 for technical services; *ZPRP 14 allergens management</i>	<input type="checkbox"/> 1
10.1.3.	Is the documented system that is in place for recording and investigating non-conformances, as it was asked in 5.1.2./3., applied to specific warehouse services such as package/receptacle, packing/unpacking, seal discrepancies? <i>Assessor: non-conformances are documented in KPI Table F.5 1-2 and complaints register - reported to the Owners.</i>	<input type="checkbox"/> 1
10.1.4.	Are there comprehensive procedures at the facility including work permit requirements and marking of the work area, to ensure safety and to avoid exposure to hazardous materials, for non-standard and high risk operations such as:	
10.1.4.1.	- entry into confined spaces? <i>Assessor: Safe Entering to the Tank instruction and Permit (I 7.5.2), revised by SH Manager on 06/05/2024</i>	RC <input type="checkbox"/> 1
10.1.4.2.	- breaking of containment (pumps/compressors/lines)? <i>Assessor: SH Instruction for Tank Cleaning Station operators issued by SH Manager, revised by SH Manager on 06/05/2024</i>	RC <input type="checkbox"/> 1
10.1.4.3.	- hot work? <i>Assessor: SH Instruction for Workshop issued by SH Manager since October 2014.- Instruction for Welding revised on on 06/05/2024 2 welders passed official exam for authorised welding rights (UDT)</i>	<input type="checkbox"/> 1
10.1.4.4.	- work on electrical equipment? <i>Assessor: *Warehouse Operation Instruction for products filling from big-bags to silo-tank procedure - ZPRP 04; *SH Instruction for Tank Cleaning Station operators issued by SH Manager, revised by SH Manager on 06/05/2024. *SH Instruction for Workshop issued by SH Manager since October 2014</i>	<input type="checkbox"/> 1
10.1.5.	Is there evidence that personnel working in related activities are suitably trained? <i>Assessor: trainings are documented.</i>	<input type="checkbox"/> 1
10.1.6.	Are gas bottles used in the above work, safely stored before/during/after use?	<input type="checkbox"/> 1
10.1.7.	Are there also comprehensive procedures / instructions at the facility for following operations:	
10.1.7.1.	- use of nitrogen ? <i>Assessor: SH Instruction for Tank Cleaning Station operators issued by SH Manager, revised by SH Manager on 06/05/2024.</i>	<input type="checkbox"/> 1
10.1.7.2.	- working at height (based on risk assessment) reflecting the hierarchy of requirements? <i>Assessor: *Warehouse Operation Instruction for products filling from big-bags to silo-tank procedure - ZPRP 04; *SH Instruction for Tank Cleaning Station operators issued by SH Manager, revised by SH Manager on 06/05/2024.</i>	RC <input type="checkbox"/> 1
10.1.8.	Is there a documented programme for preventive inspection and maintenance covering the following items :	

10.1.8.1.	- warehouse equipment ? <i>Assessor: Monthly maintenance list is confirmed by protocols.</i>	<input type="checkbox"/> 1
10.1.8.2.	- emergency alarm systems (audible and/or visual)? <i>Assessor: Monthly maintenance list is confirmed by protocols.</i>	<input type="checkbox"/> 1
10.1.8.3.	- fire doors? <i>Assessor: Monthly maintenance list is confirmed by protocols.</i>	<input type="checkbox"/> 1
10.1.8.4.	- interior lighting system, electrical installation? <i>Assessor: *Electricity protocols of Office, Tank Cleaning Station, Workshop, Warehouses assessment date 11/02/2020 valid until 11/02/2025, issued by inż. Józef Przewoźny accreditation: E 530/94/17, D 530/93/17</i>	<input type="checkbox"/> 1
10.1.8.5.	- lightning and earthing systems? <i>Assessor: *Electricity protocols of Office, Tank Cleaning Station, Workshop, Warehouses assessment date 11/02/2020 valid until 11/02/2025, issued by inż. Józef Przewoźny accreditation: E 530/94/17, D 530/93/17</i>	<input type="checkbox"/> 1
10.1.8.6.	- emergency showers, eyewash equipment and first aid devices ? <i>Assessor: Monthly maintenance list is confirmed by protocols.</i>	<input type="checkbox"/> 1
10.1.8.7.	- breathing protection <i>Assessor: No SCBA are applied. Anti-dust protection is applied only.</i>	<input type="checkbox"/> -
10.1.8.8.	- fall arrest devices <i>Assessor: System for avoid fall from the height is annually controlled by equipment producer (Protect, Łódź)</i>	<input type="checkbox"/> 1
10.1.8.9.	- facilities and equipment that handle plastic pellets or prevent spills? <i>Assessor: Monthly maintenance list is confirmed by protocols.</i>	OCS <input type="checkbox"/> 1
10.1.9.	Are waiting areas at cross docks clearly indicated and are drivers visible by wearing high visibility / retroreflective clothing?	<input type="checkbox"/> 1
10.2.	Environment	
10.2.1.	In case that plastics pellets are handled:	
10.2.1.1.	does the company have appropriate facilities and equipment to comply with the risk minimization plan? <i>Assessor: an industrial vacuum cleaner is used in all storage rooms and warehouses</i>	OCS <input type="checkbox"/> 1
10.2.1.2.	are there instructions in place to effectively prevent and manage any potential spill of pellets to ensure that the potential loss of primary containment is minimized?	OCS <input type="checkbox"/> 1
10.2.1.3.	are there housekeeping tours in place including routine inspections of the facility grounds and the site vicinity with a defined frequency?	OCS <input type="checkbox"/> 1
10.2.1.4.	Are the inspection pits and sewer collectors with pellet separating filters/ sieves included in the routine inspections?	OCS <input type="checkbox"/> 1
10.2.1.5.	Are the housekeeping tours documented?	OCS <input type="checkbox"/> 1
10.2.1.6.	When spills are found and recorded by the company inspector:	
10.2.1.6.1.	- are immediate actions taken to clean them up? <i>Assessor: an industrial vacuum cleaner is used in all storage rooms and warehouses in case of spills.</i>	OCS <input type="checkbox"/> 1
10.2.1.6.2.	- are checks made after the routine inspections to verify the effectiveness of cleaning up?	OCS <input type="checkbox"/> 1
10.2.1.7.	Is there cleaning up equipment available such as:- Brooms, dustpans, rakes, etc.,- Heavy-duty shop vacuums for inside use,- Portable shop vacuums for outside use,- Catch trays or traps,- Wide-mouth sample collection jars or poly-bags,- Tape for repairing bag or box damage,- Scrap pellet containers,- Forklift clean-up kit. <i>Assessor: Applied equipment - an industrial vacuum cleaner is used in all storage rooms, and re-loading room / also manual equipment brush, shovel, tape, storage IBC for swept away granulated and powder polymers / external use industrial vacuum cleaner, etc.</i>	OCS <input type="checkbox"/> 1
10.2.1.8.	do the employees have ready access to clean-up equipment?	OCS <input type="checkbox"/> 1

10.2.1.9.	Are silos and tanks (bodies and pipes) cleaned with filtering tools to retain dust?	OCS	<input type="checkbox"/> 1
10.2.1.10.	Is waste collection separated and contained in appropriate containers before departure?	OCS	<input type="checkbox"/> 1
	<i>Assessor: The big cartons, broken pallets etc are stored in designated area. Mix of plastic waste is stored in IBC All wastes are disposed by the authorised waste service under the written agreement. Disposal confirmations and invoices are available in the Office</i>		
10.2.1.11.	Are empty pallets free from pellets before departure?	OCS	<input type="checkbox"/> 1
10.2.1.12.	Are there screeners in sewer drains to catch pellets to avoid they enter the water course?	OCS	<input type="checkbox"/> 1
	<i>Assessor: the screeners are used to catch polymer granules both from sewage from the tank cleaning facility and at rainwater from the paved parking lot and WIZET approach routes</i>		
10.2.1.13.	Is there a water filtering system to avoid that pellets reach the water course?	OCS	<input type="checkbox"/> 1
10.2.1.14.	Are the screeners in sewer drains cleaned up with a defined frequency?	OCS	<input type="checkbox"/> 1
	<i>Assessor: due to maintenance plan</i>		
10.2.1.15.	Does the water filtering system indicated in 10.2.1.13. avoid that pellets reach the water course in case of exceptional heavy rain?	OCS	<input type="checkbox"/> 1
	<i>Assessor: the screeners are used to catch polymer granules from rainwater at the paved parking lot and WIZET approach routes</i>		
10.3.	Measurement and Management of greenhouse gas (GHG) emissions		
10.3.1.	Scope 1: Emission measurement of fuel consumed		
10.3.1.1.	Does the company know the fuel consumed on an annual basis?		<input type="checkbox"/> 1
	<i>Assessor: - LPG gas consumed for FLTs' supply in WH is measured</i>		
10.3.1.2.	Did the company calculate the emissions TTW from the fuel consumed during the last year using the formula:kg CO2e = Σ (fuel (liters) \times TTW fuel emission factor (kg CO2e/liters fuel))?		<input type="checkbox"/> 1
10.3.2.	Scope 2: Emissions from electricity		
10.3.2.1.	Did the company measure the electricity purchased for use in the warehouse, electric vehicles, or other owned asset (including offices on site) requiring electricity?		<input type="checkbox"/> 1
10.3.2.2.	Did the company calculate the emissions from the purchased electricity WTT required in 10.3.2.1. during last year with the formula:kg CO2e = Σ (electricity (kWh) \times electricity emission factor (kg CO2e/ kWh electricity))?		<input type="checkbox"/> 1
10.3.3.	Disaggregation of energy consumptions		
10.3.3.1.	Does the company disaggregate the emissions of Scope 1 and 2 considering the source?		<input type="checkbox"/> 0
10.3.4.	Scope 3		
10.3.4.1.	Did the company calculate the absolute emissions WTT from the fuel consumed during the last year using the formula:kg CO2e = Σ (fuel (liters) \times WTT fuel emission factor (kg CO2e/ liters fuel))?		<input type="checkbox"/> -
	<i>Assessor: No sub-contractors</i>		
10.3.4.2.	In case the company subcontracts other services: are WTW emissions in kg CO2e from energy consumed calculated?		<input type="checkbox"/> -
	<i>Assessor: No sub-contractors</i>		
10.3.5.	Calculation of Total emissions (Scope 1, 2 and 3)		
10.3.5.1.	Did the company calculate the Total emissions during last year by adding the emissions from Scope 1, 2 and 3?		<input type="checkbox"/> 1
10.3.6.	Calculation of emission intensity		
10.3.6.1.	Did the company calculate the emission intensity during the last year?		<input type="checkbox"/> 1
10.3.7.	Consolidating and reporting emissions		
10.3.7.1.	Does the company consolidate in a report the total annual emissions in the following form?- Scope 1 (question 10.3.1.2)- Scope 2 (question 10.3.2.2)- Scope 3 (question 10.3.4.1. and 10.3.4.2.)- Total emissions (question 10.3.5.1.)- Emission intensity (question 10.3.6.1.)		<input type="checkbox"/> 0
10.3.8.	Reducing emissionsDefining strategy, objectives and programme		

10.3.8.1.	Has the company defined a strategy to reduce its GHG emissions, based on the measurements made in 10.3.6.1.?	<input type="checkbox"/> 1
10.3.8.2.	Has the company defined the objectives to reduce its emission intensity, based on the measurements made in 10.3.6.1. in a multiannual programme? <i>Assessor: The Programme of emission reduction is presented in Targets for 2025-2030</i>	<input type="checkbox"/> 1
10.3.8.3.	Do the objectives include a reduction of the total emissions as calculated in 10.3.5.1., in the multiannual programme?	<input type="checkbox"/> 1
10.3.8.4.	Does the assessed company have a multiannual programme to reach the objectives mentioned in 10.3.8.2. or 10.3.8.3.? <i>Assessor: The Programme of emission reduction is presented in Targets for 2025-2030</i>	<input type="checkbox"/> 1

11.	Order Process and Operations	
11.1.	Planning and Communication	
11.1.1.	Does the planning section communicate all relevant information and instructions to the warehouse operators, including but not limited to:	
11.1.1.1.	- any additional PPE to be used?	RC <input type="checkbox"/> 1
11.1.1.2.	- any additional storage instructions (incl. stacking height)?	RC <input type="checkbox"/> 1
11.1.1.3.	- designated storage place?	RC <input type="checkbox"/> 1
11.1.1.4.	- customer requirements related to the warehouse orders?	RC <input type="checkbox"/> 1
11.1.2.	Is the SULID document used to collect information on site safety and health conditions and communicated to the hauliers unloading in the site? <i>Assessor: SULID form is not applied, however the own loading / unloading form is used due to ZPRP 08 delivery and checks of products Procedure. In addition all transports are realised by own transport dept.</i>	RCimp <input type="checkbox"/> 0
11.2.	Operations	
11.2.1.	Operator instructions	
11.2.1.1.	Are there comprehensive procedures/ instructions to the operators on safe loading/unloading practices? <i>Assessor: ZPRP 08 delivery and checks of products procedure; I 7.5.2 Road Transport of Solid Products and Silo-Tanks Procedure. Company safe loading / unloading procedures are included in Driver's Manual and trained.</i>	RC <input type="checkbox"/> 1
11.2.1.2.	Is a procedure in place to ensure that the maximum gross vehicle weight is not exceeded throughout the planned journey? <i>Assessor: I 7.5.2 Road Transport of Solid Products and Silo-Tanks Procedure. Company safe loading / unloading procedures are included in Driver's Manual and trained.</i>	<input type="checkbox"/> 1
11.2.1.3.	Are procedures in place for checking cargo securing?	<input type="checkbox"/> 1
11.2.1.4.	Are container or truck unloading conditions clearly defined, regarding:	
11.2.1.4.1.	- weather conditions?	<input type="checkbox"/> 1
11.2.1.4.2.	- unloading requirements (temperature, pressure, time)?	<input type="checkbox"/> 1
11.2.1.4.3.	- fumigated or gassed compartments?	RC <input type="checkbox"/> 1
11.2.1.5.	Does the warehouse use a pre-loading checklist for trucks/containers?	<input type="checkbox"/> 1
11.2.1.6.	Does the pre-loading checklist include the following verifications:	
11.2.1.6.1.	- the tractor/trailer/containers are licensed to carry the product(s) to be loaded?	<input type="checkbox"/> 1
11.2.1.6.2.	- the driver is licensed to drive the vehicle with the product(s)?	<input type="checkbox"/> 1
11.2.1.6.3.	- the vehicle shows any apparent visual defect?	<input type="checkbox"/> 1
11.2.1.6.4.	- inspection of cargo compartment for cleanliness and potential risks (e.g. nails)?	<input type="checkbox"/> 1
11.2.1.6.5.	- the driver has been informed of relevant site regulations, safety instructions and emergency procedures affecting him during his stay at the warehouse site?	<input type="checkbox"/> 1
11.2.1.6.6.	- visual inspection of tanks, valves and hoses for cleanliness?	<input type="checkbox"/> 1
11.2.1.6.7.	- correct hose connection and valve operation?	<input type="checkbox"/> 1
11.2.1.6.8.	- safe operation of any transfer equipment?	<input type="checkbox"/> 1
11.2.1.6.9.	- sampling responsibilities and safe sampling practices?	<input type="checkbox"/> 1
	<i>Assessor: Samples are taken, occasionally, when necessary only, during re-loading product from big-bags to silo-tank by trained WH operator.</i>	
11.2.1.7.	Are all trucks/containers checked after loading for:	
11.2.1.7.1.	- correct sealing, marking and labelling, if so required?	<input type="checkbox"/> 1

11.2.1.7.2.	- correct stowage and securing of cargo?	<input type="checkbox"/> 1
11.2.1.7.3.	- closed doors and twist locks of containers?	<input type="checkbox"/> -
<p><i>Assessor: No multimodal transport. Wizet Transport is using road silo-tanks for solid products in bulk (95%) and regular lorries for big-bags transport.</i></p>		
11.2.1.7.4.	- product compatibility and segregation?	<input type="checkbox"/> 1
11.2.1.8.	Are all operational personnel involved in stowage and cargo securing, trained in appropriate technologies for securing of packaged goods?	RCimp <input type="checkbox"/> 1
11.2.1.9.	Does the warehouse procedure contain detailed instructions regarding the following aspects and are they implemented?	
11.2.1.9.1.	- inventory control on regular basis?	<input type="checkbox"/> 1
11.2.1.9.2.	- product shelf-life conditions and stock rotation?	<input type="checkbox"/> 1
11.2.1.9.3.	- product & transportation regulatory labelling requirements?	RCimp <input type="checkbox"/> 1
11.2.1.9.4.	- notifying customs and other law enforcement agencies in case anomalies or illegal activities are detected and/or suspected?	RCimp <input type="checkbox"/> 1
11.2.1.9.5.	- notifying affected customers of any irregularities which might occur?	<input type="checkbox"/> 1
11.2.1.9.6.	- use of mobile phone inside the warehouse?	<input type="checkbox"/> 0
11.2.1.9.7.	- before loading, verification that the vehicle is furnished with the required equipment (ADR goods)?	<input type="checkbox"/> -
<p><i>Assessor: NO ADR goods are handled in WH operations and storage.</i></p>		
11.2.1.9.8.	- prevention of uncontrolled vehicle movement or drive away (e.g., wheel chocks)?	RCimp <input type="checkbox"/> 1
11.2.1.9.9.	- use of a support system to replace the tractor during loading and unloading (e.g., "elephant leg")?	<input type="checkbox"/> 1
11.3.	Administration	
11.3.1.	Record control	
11.3.1.1.	Are record keeping requirements defined and is compliance checked regularly?	<input type="checkbox"/> 1
<p><i>Assessor: According to P 4.3 Procedure for Documents and Records Supervising containing the changes concerning electronic issues and circulation of documents.</i></p>		

14.	Handling practices of Food, Food contact and Feed Products ingredients	
14.1.	Is the company applying GMP, GMP+ and/or HACCP principles to the operations?	
14.1.1.	Are there GMP/GMP+/HACCP (or similar) principles part of the quality system?	<input type="checkbox"/> 1
	Assessor: *GMP+ B3/B4 Certificate no. 000487/MT issued by DEKRA on 18/03/2024, valid until 17/03/2027; *IFS Logistics Certificate issued by DEKRA - audit score: 96,90, date 16/05/2024, certificate no. 410520019/4 valid until 24/05/2025	
14.1.2.	Is there an adequate contamination and degradation prevention procedure implemented and maintained, based upon a risk assessment?	<input type="checkbox"/> 1
14.1.3.	Does the management of change procedure consider the impact of changes on the final product quality, performance, composition and regulatory compliance status?	<input type="checkbox"/> 1
14.1.4.	Are critical control points (CCPs) identified?	<input type="checkbox"/> 1
14.1.5.	Has a HACCP plan been documented?	<input type="checkbox"/> 1
	Assessor: HACCP Plan co-ordinated by QM and HACCP Team and Verification Team,	
14.1.6.	Is there a monitoring system for each CCP identified?	<input type="checkbox"/> 1
14.2.	Does the company's personnel policy comply with the special requirements for the handling of Food, Food Contact Materials/Animal Feed Products?	
14.2.1.	Has the company qualified employees (including administrative personnel) according to a written criteria for the operations of Food, Food Contact Materials/Animal Feed Products?	<input type="checkbox"/> 1
	Assessor: *HACCP Team consists of 5 person coordinating Food/Feed Safety for 3 areas: TS-transport in Silo-tanks / TC - tank cleaning / WH - reloadings and storage. *Drivers, operators and HACCP Team are trained and co-ordinated by QM, * Drivers, operators speditors/planners and warehouse operators has been trained in GMP+ due to the procedure P 7.1 "Safety rules in planning of food and feed handling".	
14.2.2.	Is there a person with the specific responsibility, the appropriate education and the appropriate authority to deal with Food, Food (contact) - Feed issues in your company?	<input type="checkbox"/> 1
	Assessor: QM - Mr. Wojciech Marsy, who has higher education and MS degree in Food Technology, Wrocław University of Economics, achieved in year 2000.	
14.3.	Are traceability and product conformity issues sufficiently implemented in all processes?	
14.3.1.	Is the company able to provide full traceability from receipt to product dispatch ?	<input type="checkbox"/> 1
	Assessor: All supply chain information is accessible in SPEED software and CMR scanned copies.	
14.4.	Are there procedures in place and documentation available to ensure consistency of product quality?	
14.4.1.	Is it ensured that bulk transport equipment and containers received and delivered are properly sealed (if so required)?	<input type="checkbox"/> 1
14.4.2.	Are banned lists for particular products available?	<input type="checkbox"/> 1
	Assessor: Dedicated silo-tank for F products according to CCP (in hazards analyse) are used only - complies with IDTF database (website). The actual lists of previous load are available for each silo-tank	
14.5.	Are there written procedures for sampling in place and maintained?	
14.5.1.	Are utensils and sampling devices cleaned and stored in a manner to prevent contamination?	<input type="checkbox"/> -
	Assessor: Samples re attached to product by Supplier	
14.6.	Are there appropriate precautions taken to avoid cross-contaminations and degradation during operations?	
14.6.1.	Is the water and the disinfection products that come into contact with the food, food contact materials/animal feed materials of a proven suitable quality?	<input type="checkbox"/> 1
	Assessor: *Procedure ZPRP 09 Water Quality: Drinking water is used to rinse. In addition the sanitary assessment of used water is made at independent laboratory (actual Water Supplier (PGKIM) Lab. Report was shown during the assessment. *Steam for TCS is produced with using water after reverse osmosis process *Dedicated silo-tank for F products according to CCP (in hazards analyse) are used only - complies with IDTF database (website).	

14.6.2.	Is each piece of equipment designed and used in a manner that minimizes the potential for contamination or degradation of the product with lubricants, coolants, metal fragments, or other extraneous materials e.g. from pressurised air?	<input type="checkbox"/> 1
14.6.3.	Are there effective procedures in place such as buffering or cleaning of equipment to monitor or avoid cross contamination when switching/changing between different grades/products? Assessor: *Dedicated silo-tank for F products according to CCP (in hazards analyse) are used only - complies with IDTF database (website). *Procedure ZPRP 09 Water Quality: Drinking water is used to rinse.	<input type="checkbox"/> 1
14.6.4.	Is there a physical separation or a control system to segregate products that have been released for use or distribution from products pending release, non-conforming products or product returns?	<input type="checkbox"/> 1
14.6.5.	Is a suitable pest control program implemented and maintained? Assessor: Pest control is outsourced to professional service by a written agreement with DDD Marian Matusiak, Kutno, Woźniaków 36M - Pest cages and other devices are applied.- monthly DDD protocols are available in office. Hazards Analysis and CCP evaluation in tank cleaning/transport /re-loading operations and storage includes DDD 3 rings process.	<input type="checkbox"/> 1
14.7.	Are procedures in place for complaint handling, product recall and incident management?	
14.7.1.	Is there a contamination response procedure in place? Assessor: P 5.2 -product complaint handling/non conformity procedure, 4 th. issue, dated 05/01/2024	<input type="checkbox"/> 1
14.7.2.	Are there measures in place to ensure that non-conforming or recalled products are not released without proper authorisation?	<input type="checkbox"/> 1
14.7.3.	Is there a product recall procedure? Assessor: P 5.2 -product complaint handling/non conformity procedure, 4 th. issue, dated 05/01/2024	<input type="checkbox"/> 1
14.7.4.	Is the product recall procedure tested? Assessor: Recall test dated 17/02/2023 - due to 11/01/2023 - silicate transported/ re-loaded from 14 big bags 700 kg each to silo-tank and stored in WH - serial no. 2025-11-06-480496	<input type="checkbox"/> 1
14.8.	Are procedures in place for internal audits?	
14.8.1.	Is there a documented plan for internal auditing of all areas referred to the GMP/GMP+ and HACCP questionnaire? Assessor: due to Internal audits Plan dated 05/01/2024 - 3 audits has been carried according to IFS Standard (27/01/2024) / ISO 9001:2015 (28/01/2024), and GMP 120:20 (29/01/2024)	<input type="checkbox"/> 1
14.9.	Storage in silos	
14.9.1.	Are all pieces of equipment coming in contact with the product compatible with the product and in compliance with requirements? Assessor: No storage in silos	<input type="checkbox"/> -
14.9.2.	Is the storage tank equipped with a monitored nitrogen blanketing system or a drying equipment, if necessary, to protect the product against oxidation and/or moisture? Assessor: No storage in silos	<input type="checkbox"/> -
14.9.3.	Is the quality of the blanketing gas, if used, compatible with the Product? Assessor: No storage in silos	<input type="checkbox"/> -
14.9.4.	Is it ensured that the storage temperature is always kept within a defined range and controlled, if necessary, for product quality or stability? Assessor: No storage in silos	<input type="checkbox"/> -
14.9.5.	Do you ensure that your sampling installation is able to provide a representative sample? Assessor: No storage in silos	<input type="checkbox"/> -
14.10.	Loading and unloading of unpacked products	
14.10.1.	Are appropriate loading and unloading procedures in place ?	
14.10.1.1.	Is there a procedure in place that requires the driver/operator to only open one tanklid at a time during loading?	<input type="checkbox"/> 1

<p><i>Assessor: Procedure ZPRP 04 - Process of products re-loading from big-bags to silo-tank for bulk solid products</i></p>	
14.10.1.2.	Is the loading/unloading equipment in contact with products dedicated, or, are validated cleaning procedures applied between loadings? <i>Assessor: Procedure ZPRP 04 Process of products re-loading for bulk solid products. All equipment / devices are dedicated to group of products</i>
14.10.1.3.	Is all the equipment in contact with products identified?
14.10.1.4.	Is all the equipment in contact with products capped and/or properly stored after the operation, according to written procedures?
14.10.1.5.	Do you seal all valves and openings after loading?
14.10.1.6.	Do you check the integrity of the seals before unloading?
14.10.1.7.	Do you seal all valves and openings after cleaning?
14.10.1.8.	Do you check the integrity of the cleaning seals before loading?
14.11.	Packaging
14.11.1.	Is the environment and the packaging equipment in contact with products designed to protect product quality?
14.11.1.1.	Is the packaging equipment in contact with products dedicated, or are validated cleaning procedures applied in case of product changes and is the equipment in contact with products clearly identified? <i>Assessor: No packaging operations</i>
14.11.1.2.	Is the environment of the packaging operation clean and dust free? <i>Assessor: No packaging operations</i>
14.11.1.3.	If hazardous (e.g. toxic, corrosive, etc.) products are present on the site, is there a written procedure for the segregation or prevention of contamination? <i>Assessor: No packaging operations</i>
14.11.2.	Are there packaging operations in place to ensure product quality and traceability?
14.11.2.1.	Are there written procedures and records in place for all packaging and labelling operations ? <i>Assessor: No packaging operations</i>
14.11.2.2.	Is each packed lot linked to a retained sample, if required by the customer? <i>Assessor: No packaging operations</i>
14.11.3.	Are there control procedures in place to ensure appropriate quality of packaging materials?
14.11.3.1.	Is the assessed company controlling the cleanliness of containers prior to filling? <i>Assessor: No packaging operations</i>
14.11.3.2.	For each cleanliness inspection, does the assessed company keep a written report? <i>Assessor: No packaging operations</i>
14.11.4.	Are there appropriate procedures in place for processing and re-processing operations?
14.11.4.1.	Are there written procedures in place for each processing and reprocessing operation? <i>Assessor: No packaging operations</i>
14.12.	Warehousing and shipments of packed products
14.12.1.	Are there appropriate warehousing procedures in place to protect product quality ?
14.12.1.1.	Are containers of sensitive products stored under appropriate storage conditions that are adequately monitored? <i>Assessor: Loads of sensitive products are stored under appropriate storage conditions with monitored temperature and humidity</i>
14.12.1.2.	In case you have to open a container, do you have a written procedure to prevent contamination? <i>Assessor: Loads are not opened. Samples for batch are attached by producer</i>

14.12.1.3.	Do you re-seal the container after opening? <i>Assessor: Loads are not opened. Samples for batch are attached by producer</i>	<input type="checkbox"/> -
14.12.1.4.	Are there appropriate loading and shipment procedures in place? <i>Assessor: *ZPRP 08 delivery and checks of products procedure; *I 7.5.2 Road Transport of Solid Products and Silo-Tanks Procedure. Company safe loading / unloading procedures are included in Driver's Manual and trained.</i>	<input type="checkbox"/> 1
14.12.2. Are there appropriate procedures in place for the handling of returned Food Contact products?		
14.12.2.1.	Are returned products stored separately and appropriately handled, according to written procedures? <i>Assessor: returned products are stored separately at quarantine area.</i>	<input type="checkbox"/> 1
14.13. Specific GMP+ Questions		
14.13.1. Are there appropriate procedures in place in relation to Animal Feed?		
14.13.1.1.	Is there a procedure in place for the cleaning regime in accordance with the GMP+ Animal Feed product database requirements? <i>Assessor: according to Cleaning Code included in Form 4.17 List of product groups and cleaning programs.</i>	<input type="checkbox"/> 1
14.13.1.2.	Is there a procedure in place on how to work with the GMP+ Animal Feed Product Database and its updates? <i>Assessor: According to actual GMP+ newsletter - periodical review</i>	<input type="checkbox"/> 1
14.13.1.3.	Is there a procedure in place for the order planning in accordance with the GMP+ Animal Feed product database requirements? <i>Assessor: Procedure 4.7 - cleaned products list / P 3.2 - Good Hygienic Practices for WH</i>	<input type="checkbox"/> 1
14.13.1.4.	Is there a procedure in place to establish the Animal Feed product category of a new product to be transported? <i>Assessor: P 3.2 - Good Hygienic Practices for WH</i>	<input type="checkbox"/> 1
14.13.1.5.	Does the assessed company have a procedure in place to follow the GMP+ Animal Feed required steps that would allow the re-use of cargo compartments, incl. tanks, after the carriage of any product included in the list of forbidden products? <i>Assessor: P 3.2 - Good Hygienic Practices for WH</i>	<input type="checkbox"/> 1



Full Report: 92465c
Company Name: WIZET TRANSPORT
Location: ŁĘCZYCA (Poland)
Website: www.wizet.pl

Module: Warehouse
First Assessment: 06/08/2024
Expires on: 06/08/2027
Company Type: Stand alone

Comment of assessor:

Comment of assessed company:

(No comments by Assessed Company)