

GPN Assessment Checklist for Shipping and Freight Carriers

Objectives

This checklist aims at evaluating environmental activities by freight carriers that provide products and services based on the third principle of green purchasing established by Green Purchasing Network (GPN): “Consideration of efforts by suppliers”.

A set of Principles of Green Purchasing is a basic stance of green purchasing that includes consideration of environmental impacts from resource extraction through disposal when purchasing goods and services.

[Green Purchasing Network (GPN)] <http://www.gpn.jp/> (in Japanese)

[Principles of Green Purchasing] <http://www.gpn.jp/about/rule.html> (in Japanese)

Features

- This checklist covers important environmental issues that shall be considered when evaluating environmental efforts made by freight carriers.
- This checklist shall be accepted by relatively small-scale carriers that may have difficulty implementing complicated standards and programmes due to its convenience and by suppliers in all types of industries due to its general versatility.

How to use

For shippers:

- This checklist shall be given to freight carriers by asking them to make a check in the appropriate box. The result shall be used as reference for bargaining and for encouraging the carriers to improve their environmental efforts.
- This checklist shall be referred when making own checklist to evaluate environmental efforts of a freight carrier.

For freight carriers:

- This checklist shall be modified by adding individual items to give and ask clients for their checking.
- This checklist shall be used for self-evaluation to improve own environmental efforts.

This checklist is subject to change in accordance with new findings and changes in social conditions.

Established August 2, 2013

By Green Purchasing Network (GPN)

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CHECKLIST

1. Environmental Management System

<input type="checkbox"/>	1. A freight carrier shall have its own environmental policies and regularly review it for improvement.
<input type="checkbox"/>	2. A freight carrier shall assume responsibility for environmental management.
<input type="checkbox"/>	3. A freight carrier shall implement an employee training programme on environmental issues.
<input type="checkbox"/>	4. A freight carrier shall understand major environmental regulations relevant to its business and follow them.
<input type="checkbox"/>	5. A freight carrier shall regularly review its environmental management system and achievements to reflect those in the future activities.
<input type="checkbox"/>	6. Employees shall carry their environmental policies and understand how they should act in their duties in accordance with the policies.

2. Environmental Activities

[Planning of effective shipping]

<input type="checkbox"/>	7. A freight carrier shall develop shipping plan responding to shippers' needs and review it.
<input type="checkbox"/>	8. A freight carrier shall provide suggestion for improvement to shippers about shipping including truckload quantity and the number of vehicles.

[Introduction of low-emission/fuel-efficient vehicles*]

<input type="checkbox"/>	9. A freight carrier shall plan to introduce low-emission vehicles and implement the plan to achieve goals.
<input type="checkbox"/>	10. A freight carrier shall have achieved its goal to introduce low-emission vehicles based on the plan.
<input type="checkbox"/>	11. A freight carrier shall know the year of enactment of regulation that its own diesel vehicles meet.
<input type="checkbox"/>	12. A freight carrier shall plan to introduce diesel vehicles that meet the latest standards and work to achieve the goals.
<input type="checkbox"/>	13. A freight carrier shall have achieved its goal to introduce diesel vehicles that meet the latest standards based on the plan.
<input type="checkbox"/>	14. A freight carrier shall understand the number of vehicles regulated by traffic control of local government ordinance (when the carrier owns vehicles that cover the areas of Tokyo, Saitama, Chiba, Kanagawa, Hyogo, and Osaka).

* Low-emission/fuel-efficient vehicles include natural gas vehicles (CNG vehicles), hybrid vehicles (light oil), electric vehicles, and vehicles that meet Post New Long-term standards.

[Implementation of eco-driving]

<input type="checkbox"/>	15. A freight carrier shall set a quantitative target and develop its own strategy to promote eco-driving efficiently.
<input type="checkbox"/>	16. A freight carrier shall have an evaluation system for implementation status and results (fuel efficiency) of eco-driving to improve its efforts.
<input type="checkbox"/>	17. A freight carrier shall have an officer in charge of promoting eco-driving and provide drivers with basic knowledge through training of more than five items from "Guidance of Eco-drive 10". * Guidance of Eco-drive 10 shall be referred to http://www.ecodrive.jp/eco_10.html
<input type="checkbox"/>	18. All drivers shall participate in training session on eco-driving and in-house practical training programme.
<input type="checkbox"/>	19. In terms of stopping idling, a freight carrier shall set concrete implementation items.
<input type="checkbox"/>	20. In terms of stopping idling, a freight carrier shall organize data on implementation results and have an evaluation system to improve implementation status.
<input type="checkbox"/>	21. A freight carrier shall distribute a guidebook for eco-driving to drivers.
<input type="checkbox"/>	22. A freight carrier shall plan to promote eco-driving, implement the plan, and then use implementation results for the future.

[Green purchasing]

<input type="checkbox"/>	23. A freight carrier shall have its own green purchasing policies and implement green purchasing.
<input type="checkbox"/>	24. A freight carrier shall assess the type and quantity of purchasing products and services and set concrete goals and plans.

[For waste disposal]

<input type="checkbox"/>	25. A freight carrier shall educate employees about reduction of waste generation, reuse, recycling, and appropriate disposal.
<input type="checkbox"/>	26. When disposing vehicles, oil waste, waste tire, and waste batteries, a freight carrier shall contract out to waste disposal services that adequately dispose or recycle them.
<input type="checkbox"/>	27. A freight carrier shall, when it owns a customized vehicle, introduce environmentally friendly accessories and vehicle bodies that meet environmental standards.
<input type="checkbox"/>	28. A freight carrier shall set a target for reduction of packaging waste (e.g. use of recyclable packaging materials). <div style="text-align: right;"><input type="checkbox"/> → Not applicable</div>
<input type="checkbox"/>	29. A freight carrier shall assess its implementation status of reduction of packaging waste in the context of the target and have an evaluation system to improve the

	implementation.	<input type="checkbox"/> → Not applicable
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3. Disclosure of Environmental Information

<input type="checkbox"/>	30. A freight carrier shall actively disclose its environmental information through brochures and websites.
<input type="checkbox"/>	31. A freight carrier shall conserve the environment of the neighboring areas and actively participate in activities of local municipalities and organizations.
<input type="checkbox"/>	32. A freight carrier shall disclose its current status and target level of “Environmental Activities” mentioned above.

4. Other activities

[Vehicle inspection and maintenance]

<input type="checkbox"/>	33. A freight carrier shall appoint a person in charge of vehicle inspection and maintenance by clarifying his/her authority.
<input type="checkbox"/>	34. A freight carrier shall train drivers and provide information about vehicle inspection and maintenance.
<input type="checkbox"/>	35. A freight carrier shall carry out inspection and maintenance based on the clarified implementation plans and assess the results for the record.
<input type="checkbox"/>	36. A freight carrier shall review its implementation as well as inspection and maintenance systems based on the results.
<input type="checkbox"/>	37. A freight carrier shall implement (or request) inspection and maintenance when increase of black smoke or decrease of refrigerant gas are recognized by a visual inspection.
<input type="checkbox"/>	38. A freight carrier shall set its own criteria for the travel distance to clean and replace air filters.
<input type="checkbox"/>	39. A freight carrier shall set its own criteria for the travel distance or the duration of use to replace engine oil and oil filters and to overhaul a fuel injection system.
<input type="checkbox"/>	40. A freight carrier shall maintain emission reduction devices including diesel particulate filters (DPF) and oxidation catalysts following a procedure assigned by a manufacturer when such a device is loaded on a vehicle. <div style="text-align: right;"><input type="checkbox"/> → Not applicable</div>
<input type="checkbox"/>	41. A freight carrier shall set its own criteria for the travel distance or the duration of use to measure black smoke from a vehicle with an emission reduction device mentioned above. <div style="text-align: right;"><input type="checkbox"/> → Not applicable</div>
<input type="checkbox"/>	42. A freight carrier shall set its own inspection interval for air pressure in tires to determine the tire pressure.
<input type="checkbox"/>	43. A freight carrier shall set its own inspection interval for leakage inspection of

	transmission fluid and differential fluid and set its own criteria for the travel distance to change these fluids.
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[Safety]

<input type="checkbox"/>	44. A freight carrier shall provide thorough training on safety and safety management with dispatchers and drivers.
<input type="checkbox"/>	45. A freight carrier shall evaluate the safety in the context of the transport safety management system and make efforts.
<input type="checkbox"/>	46. A freight carrier shall disclose the number of road accidents as well as defacement and breakage defined by the Article 2 of the reporting regulation for vehicle accident.
<input type="checkbox"/>	47. A freight carrier shall report the number of traffic violation and disclose its compliance status.
<input type="checkbox"/>	48. A freight carrier shall obtain the certification of safety excellence enterprise (G mark) in the context of the trucking business safety assessment project.
<input type="checkbox"/>	49. A freight carrier shall, when it uses subcontractors, assess the context of safety management of them.

[Shipping quality]

<input type="checkbox"/>	50. A freight carrier shall self-evaluate its own shipping quality comparing with that of expected by shippers and original contractors.
<input type="checkbox"/>	51. A freight carrier shall self-evaluate its own shipping quality based on its securement of drivers and vehicles that meet requests of shippers and original contractors.
<input type="checkbox"/>	52. A freight carrier shall self-evaluate its own shipping quality based on its availability of qualified individuals required for smooth operation.
<input type="checkbox"/>	53. A freight carrier shall self-evaluate its own shipping quality based on if consumer complaints have been shared and preventive measures have been certainly implemented.

[Communication] (optional)

<input type="checkbox"/>	54. A freight carrier shall set up a customer service desk to receive complaints from and provide advice to customers and local residents.
<input type="checkbox"/>	55. A freight carrier shall review the complaints from customers and local residents to give a necessary response.
<input type="checkbox"/>	56. A freight carrier shall disclose information on its business activities relevant to environmental conservation through company brochures and environmental reports.
<input type="checkbox"/>	57. A freight carrier shall participate in or cooperate with organizations and local activities that work for environmental conservation.

Others (open-ended)

A freight carrier is a member of Green Purchasing Network (GPN).

A freight carrier is posting information about their services on "Eco-products Net"
(<http://www.gpn.jp/econet/>).

I hereby certify that the information mentioned above are true and correct.

Name _____ Signature _____

Date: (yyyy/mm/dd)

Name of a freight carrier: _____

Mailing address: _____

Contact person's name:

Title:

Phone #:

Fax #:

E-mail address:

URL: