

## **GPN Assessment Checklist for Freight Carriers**

### **Objectives**

This checklist aims to evaluate the environmental measures of freight carriers that provide products and services based on the section three of the Principles of Green Purchasing<sup>1</sup> “consideration of initiatives by businesses” established by the Green Purchasing Network (GPN).

This checklist covers the key perspectives that freight carriers should consider when taking environmental measures. The simplicity of this checklist allows to be accepted by relatively small businesses that have difficulty introducing complicated standards and programmes. It is also versatile and can be applied to businesses in all industries.

### **How to use**

For shippers:

- This checklist can be given to freight carriers by asking them to check the applicable items. The results can be used as reference for dealing and for encouraging the freight carriers to improve their environmental measures.
- This checklist can be used as a reference when creating own checklist to evaluate environmental measures of freight carriers.

For freight carriers:

- This checklist can be modified by adding own items and given to clients to request confirmation of their measures.
- This checklist can be used for self-evaluation and improvement of their own environmental measures.

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

Established August 2, 2013

Revised November 12, 2021

By Green Purchasing Network (GPN)

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<sup>1</sup> [The Green Purchasing Principles](#) summarize the basic ideas common to green purchasing of products and services to help individuals so that individuals and organizations who would like to promote green purchasing can refer them.

## CHECKLIST

### 1. Environmental Management System

<input type="checkbox"/>	1. A freight carrier has developed its own environmental policies and regularly review it for improvement.
<input type="checkbox"/>	2. A freight carrier clarifies who is responsible system for its environmental measures.
<input type="checkbox"/>	3. A freight carrier provides employee with training programme on environmental issues.
<input type="checkbox"/>	4. A freight carrier understands and complies with the major environmental regulations relevant to its business.
<input type="checkbox"/>	5. A freight carrier regularly reviews its environmental management system and achievements to reflect those in the future activities.
<input type="checkbox"/>	6. Employees of a freight carrier understand and implement environmental measures in their work based on the environmental policies.

### 2. Environmental Measures

#### [Efficient transportation planning]

<input type="checkbox"/>	7. A freight carrier develops transport plan and reviews it to meet the needs of shippers.
<input type="checkbox"/>	8. A freight carrier makes suggestions to shippers on improvement of transport including improvement of cargo capacity and the number of vehicles.

#### [Introduction of low-emission and fuel-efficient vehicles\*]

<input type="checkbox"/>	9. A freight carrier plans to introduce low-emission and fuel-efficient vehicles and implement the plan to achieve goals.
<input type="checkbox"/>	10. A freight carrier has achieved its goals based on the introduction plan of low-emission and fuel-efficient vehicles.
<input type="checkbox"/>	11. A freight carrier knows the year of enactment of regulation that its diesel vehicles meet.
<input type="checkbox"/>	12. A freight carrier has a plan to introduce diesel vehicles that meet the latest regulations and works to achieve its goals.
<input type="checkbox"/>	13. A freight carrier has achieved its goals based on the introduce plan of diesel vehicles that meet the latest regulations.
<input type="checkbox"/>	14. A freight carrier knows the number of vehicles subject to the regulation if there are vehicles operating in the area stipulated by diesel vehicle regulations of local governments.

\* Low-emission/fuel-efficient vehicles include “13-1 automobiles” indicated in the basic policy of the Act on Promoting Green Procurement.

[Implementation of eco-driving]

<input type="checkbox"/>	15. A freight carrier sets quantitative goals and is developing its own strategy to promote eco-driving efficiently.
<input type="checkbox"/>	16. A freight carrier has an evaluation system for implementation status based on the results of eco-driving (fuel efficiency).
<input type="checkbox"/>	17. A freight carrier has appointed an eco-driving promotion manager and provides drivers with education and coaching based on the " <a href="#">Guidance of Eco-drive 10</a> ".
<input type="checkbox"/>	18. All drivers have participated in training session on eco-driving and in-house practical training programme.
<input type="checkbox"/>	19. A freight carrier has set concrete implementation items for turning off a vehicle engine when stopped.
<input type="checkbox"/>	20. A freight carrier has organized implementation data of stopping idling and reviews it to improve the status of measures.
<input type="checkbox"/>	21. A freight carrier has distributed a guidebook for eco-driving to drivers.
<input type="checkbox"/>	22. A freight carrier has developed a plan to promote eco-driving, has implemented it according to the plan, and uses the results.

[Green purchasing]

<input type="checkbox"/>	23. A freight carrier has developed green purchasing policy and has implements green purchasing.
<input type="checkbox"/>	24. A freight carrier knows the type and quantity of purchasing products and services and sets concrete goals and plans.

[Waste disposal]

<input type="checkbox"/>	25. A freight carrier has provided guidance to employees on promotion of waste control (reduction of waste generation), reuse (repeated use), recycling, and appropriate disposal.
<input type="checkbox"/>	26. When disposing vehicles, oil waste, waste tires, and waste batteries, a freight carrier contracts out to waste disposal services that adequately dispose or recycle them.
<input type="checkbox"/>	27. A freight carrier, when it owns a customized vehicle, introduces environmentally friendly accessories and vehicle bodies that meet environmental standards by the Japan Auto-Body Industries Association inc.
<input type="checkbox"/>	28. A freight carrier has set goals for reducing the waste of packaging materials such as the use of recyclable packaging. <div style="text-align: right;"><input type="checkbox"/> → Not applicable</div>
<input type="checkbox"/>	29. A freight carrier has assessed its implementation status of reduction of packaging

	waste based on the goals and reviews it to improve the status of measures.  <input type="checkbox"/> → Not applicable
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### 3. Disclosure of Environmental Information

<input type="checkbox"/>	30. A freight carrier actively discloses its environmental information on brochures and websites.
<input type="checkbox"/>	31. A freight carrier carries out environment conservation activities in the neighboring areas and actively participate in the activities of local municipalities and organizations.
<input type="checkbox"/>	32. A freight carrier has disclosed its status and target level of “Environmental Measures”.

### 4. Other measures

#### [Vehicle inspection and maintenance]

<input type="checkbox"/>	33. A freight carrier has appointed a person in charge of vehicle inspection and maintenance and clearly indicates his/her authority.
<input type="checkbox"/>	34. A freight carrier has provided training programme for drivers and discloses information about vehicle inspection and maintenance.
<input type="checkbox"/>	35. A freight carrier has conducted inspection and maintenance based on the specified implementation plans and has assessed the results and keeps records.
<input type="checkbox"/>	36. A freight carrier reviews its inspection and maintenance systems and measures based on the results.
<input type="checkbox"/>	37. A freight carrier has conducted (or requested) 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 has set its own mileage criteria to clean and replace air filters.
<input type="checkbox"/>	39. A freight carrier has set its own mileage or duration of use criteria to replace engine oil and oil filters and fuel injection system overhauls.
<input type="checkbox"/>	40. A freight carrier maintains emission reduction devices including diesel particulate filters (DPF) and oxidation catalysts according to the procedure specified by the manufacturer when such a device is loaded on a vehicle.  <input type="checkbox"/> → Not applicable
<input type="checkbox"/>	41. A freight carrier has set its own mileage or duration of use criteria to measure black smoke from a vehicle when the emission reduction device mentioned above is loaded on a vehicle.  <input type="checkbox"/> → Not applicable
<input type="checkbox"/>	42. A freight carrier has set its own inspection interval for air pressure in tires to inspect and adjust tire pressure.

<input type="checkbox"/>	43. A freight carrier has set its own inspection interval for leakage of transmission fluid and differential fluid and has set its own mileage criteria to change these fluids.
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[Safety]

<input type="checkbox"/>	44. A freight carrier has given all dispatchers and drivers training in safe driving and safety management.
<input type="checkbox"/>	45. A freight carrier evaluates and implements safety measurements based on the transportation safety management system.
<input type="checkbox"/>	46. A freight carrier has disclosed the number of road accidents as well as defacement and breakage stipulated in Article 2 of the reporting regulation for vehicle accident.
<input type="checkbox"/>	47. A freight carrier reports the number of traffic violations and disclosed the status of legal compliance.
<input type="checkbox"/>	48. A freight carrier has been certified as a “safety excellence enterprise” based on the certification system (G mark system) in the context of the trucking business safety assessment project.
<input type="checkbox"/>	49. A freight carrier assesses the status of safety management at the subcontractors when entrusting them.

[Shipping quality]

<input type="checkbox"/>	50. A freight carrier has self-evaluated its own shipping quality comparing with that of expected by shippers and original contractors.
<input type="checkbox"/>	51. A freight carrier has self-evaluated its own shipping quality based on the securement of drivers and vehicles that meet requests of shippers and original contractors.
<input type="checkbox"/>	52. A freight carrier has self-evaluated its own shipping quality based on the availability of qualification holders required for smooth operation.
<input type="checkbox"/>	53. A freight carrier has self-evaluated its own shipping quality based on whether complaint reports, recurrence prevention, and precautionary measures have been certainly implemented.

[Communication] (optional)

<input type="checkbox"/>	54. A freight carrier has a help desk to accept complaints and consultations from customers and local residents.
<input type="checkbox"/>	55. A freight carrier has reviewed the complaints and consultation in-house and to give a necessary response.
<input type="checkbox"/>	56. A freight carrier has disclosed information on environmental conservation in its business activities via company brochures and CSR reports.

<input type="checkbox"/>	57. A freight carrier has participated in and/or cooperate with organizations and community activities for environmental conservation.
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Others (open-ended)

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

A freight carrier is posting its services on "[Eco-products Net](#)" database.

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:

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