

Combined PG13F&G Maintenance Assessment – Summary of Findings & Notification of Shortcomings

Operator Licence No: PK1077883	Name: Green Urban Transport Ltd	
Operating Centre Address: 7 Lewis House, 3 School Road, London NW10 6TD		Date: 01/05/2012

My observations on the adequacy of arrangements for the maintenance of vehicles operated under the above licence are as follows:

	Description	Assessed as satisfactory (Yes/No)	Advised on (X)	Further Explanation Required (X)	Reason for Shortcoming (PG13G)
1	Inspection/maintenance records				
a	Records available/complete/satisfactory?	Yes	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
b	Inspections at agreed intervals?	Yes	<input type="checkbox"/>	<input type="checkbox"/>	
c	Defects found shown as rectified?	Yes	<input type="checkbox"/>	<input type="checkbox"/>	
2	Flow chart/forward planning system in use?	Yes	<input type="checkbox"/>	<input type="checkbox"/>	
3	Driver defect reporting system				
a	Are daily/first use walk round checks satisfactorily carried out?	Yes	<input type="checkbox"/>	<input type="checkbox"/>	
b	Written defect reporting system in use?	Yes	<input type="checkbox"/>	<input type="checkbox"/>	
c	Follow-up action taken and recorded?	Yes	<input type="checkbox"/>	<input type="checkbox"/>	
4	Safety Inspection Arrangements				
a	Maintenance Contract? (if applicable)	Yes	<input type="checkbox"/>	<input type="checkbox"/>	
b	Facilities adequate for number of vehicles operated/requested?	Yes	<input type="checkbox"/>	<input type="checkbox"/>	
5	Adequate off road parking for the number of vehicles operated or requested?	Yes	<input type="checkbox"/>	<input type="checkbox"/>	
6	Operating centre as notified?	Yes	<input type="checkbox"/>	<input type="checkbox"/>	
7	Vehicle condition (e.g. wheel security and monitoring)	Yes	<input type="checkbox"/>	<input type="checkbox"/>	
8	Other observations:	Yes	<input type="checkbox"/>	<input type="checkbox"/>	
9	Knowledge of saving fuel and protecting the environment?	Yes	<input type="checkbox"/>	<input type="checkbox"/>	

Status of report: Level A or B (Delete as required)

A* The advice and guidance above has been provided to help you improve your level of compliance with standards for roadworthiness and vehicle maintenance to enhance road safety and environment. It is provided for information only.

I confirm that I am the person nominated as the Transport Manager/CPC holder/responsible person and can comment on behalf of the licence holder. I fully understand the noted comments and my obligations to reply to the shortcoming(s) noted within 14 days.

Name: Andrew MacLachlan	Position: Director
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