

Timber Security Policy

Euroforest Ltd is committed to preventing the unauthorised uplift of timber. We adopt a zero tolerance to any dishonesty which causes any level of financial loss to Euroforest, our partners or clients. The nature of our industry creates an environment where unauthorised uplift is possible and loss significant, it is therefore in the interests of all to eliminate any illegal removal of timber from our sites.

It is the responsibility of Directors to:

- Provide the necessary support and resources allowing managers to effectively identify the risk of unauthorised removal of timber and police those sites where a level of risk is present.

It is the responsibility of a Manager to:

Effectively plan each worksite taking into consideration the risk of unauthorised removal of timber, factors which must be considered but not limited to are;

- Location of site; where is the site in relation to the public highway and timber markets, are there multiple worksites in the same forest block or within the forest vicinity. If the site is near other active harvesting sites or roadside timber which other hauliers might be passing within close proximity of your site. Is the site regularly visited by people other than yourself i.e. agents, game keepers, members of the public etc.
- Who will be doing the work; consider the haulier and any subcontractors they might use. Do they have a good working history with Euroforest, proven track record and are they trusted.
- Do hauliers return a weekly load sheet, how do they handle and manage the return of completed DAN's on a weekly basis.
- Is the sale of products at roadside or delivered from the site?
- Is the haulier likely to return to a yard between the site and the final destination – is there an opportunity for load skimming?
- Is there an opportunity for a collusion between haulier and weighbridge in terms of under recording? Is the haulier also a customer and wood user ?
- Can the use of third party weigh bridges be avoided
- Communicate our policy and the required procedure to Contractors and Hauliers.

It is the responsibility of our Contractors and Hauliers to:

- Work within the specific terms of your agreement with Euroforest for each and every site.
- Comply with the site PIN procedures where required to do so.

- Ensure that opportunity for unauthorised removal of timber and other unauthorised activity is minimised.
- Report any unknown haulier or suspicious activity on our sites.

Managing the risk – Controls:

All managers must consider the deployment of the controls identified below, when required all contractors and hauliers must comply.

- Site visits and stock sheets; Euroforest managers must complete Site Monitoring Reports for every site visit – ensure that you act on any issues and record stock levels. Active management reduces the likelihood of unauthorised uplift.
- PIN Systems. – All sites have access to either the FC pin system or Euro pin system. Sites identified as high risk or if supplier requirement must use the PIN systems available. All loads from these sites **MUST** have a valid DAN and PIN. Any haulier without a valid PIN can be asked to unload and leave the forest.
- Random checking of hauliers; All hauliers should expect and agree to be randomly checked when uplifting from Euroforest site.
- Restricting access; where gates are available consider where appropriate the locking of gates over-night and at weekends, usually it is good safety management to leave gates unlocked when workers are on site to facilitate access for emergency vehicles.
- Load Skimming – consider restrictions on where lorries are permitted to stop when loaded, are they returning to a yard and unloading etc.
- Use security cameras on high risk sites and advertise the fact there are cameras monitoring security on site.

Managing Non-compliance – Sanctions:

Euroforest reserve the right to impose sanctions on any contractor or haulier who does not follow the specific security arrangements for any site. The precise nature of these sanctions will be determined on a case by case basis, following an investigation and evaluation of the severity. Sanctions may be imposed for:

- Any unauthorised uplift/removal of timber
- Load skimming or irregularity
- Unauthorised cross loading, or loads being taken to yards to unload / reload without agreed authorisation from Euroforest.
- Any PIN irregularity
 - No notification by the haulier prior to pick-up
 - PIN requested after pick-up without prior agreement.
 - Haulier arrives at weighbridge without PIN
 - Weight tickets returned with no PIN associated
- Ban will be imposed for repeat offending

Further Information

For further information on the Euroforest PIN system please contact Simon Coleman simon.coleman@euroforest.co.uk

For further information relating to this policy please contact Simon Wallis simon.wallis@euroforest.co.uk

