

Annex 5

Summary of changes

Version 5.0 requirement		Version 4.1iii reference	Summary of change
M1	FORS documentation	M1 FORS policies and procedures manual	Clearer requirements and includes documented requirements from the preamble. All required policies documents are listed
M2	Records and information	M6 Document review M10 Information management	Specific periods added for all records retention
M3	Responsible person	M3 Responsible person(s)	No material change
M4	Staff and resources	M2 Organisational structure and responsibilities	Clearer requirements and lists all other appointments mentioned in other requirements. New requirements to appoint other people with responsibility for specific activities with the FORS Standard
M5	Communication	M5 Communication	No material change but lists all other communications methods from other requirements
M6	Vehicle fleet	New requirement	Details of the fleet now required including VRM number and type of vehicles and trailers
M7	Regulatory licensing	M4 Regulatory licensing	No material change
M8	Health and safety	V8 Personal safety in or around vehicles V9 Vehicle manoeuvring D6 Health and safety	Merged all health and safety requirements into a single requirement. All required risk assessments are listed including operational risk assessments
M9	Complaints	M7 Complaints	No material change
M10	Transport infringements	M8 Transport fines and charges D9 Driver infractions	M8 and D9 merged into a single requirement. No material change

M11	Transport updates	M9 Transport update	No material change
V1	Serviceability and roadworthiness	V1 Inspection and maintenance plan	Clearer requirements and aligned the policy to the TruckSmart and LoCITY templates including environmental performance standards
V2	Daily walkaround checks	V2 Defect checks	Title change to be consistent with DVSA and Earned Recognition terminology. Major components to check now listed out and minimum of one check within each 24 hours required
V3	Insurance	V3 Insurance	No material change
V4	Vehicle tax	V4 Vehicle excise duty and SORN	Title change to be consistent with DVLA
V5	Load safety	V5 Safe loading and load restraints V6 PCV safe loading and load security	V5 now split into individual requirements for different vehicle types
V6	Vehicle safety equipment	V7 Vulnerable road user safety	No material change but DVS added for London operations
V7	Tyre management	M11 Tyre and fuel management	Now a single requirement for tyre management
D1	Licensing	D1 Licensing and qualifications	Inclusion of validity checks on Driver Qualification Cards and Digital Tachograph Cards
D2	Driving standards	D2 Driving standards	Clearer reference to The Highway Code requirements not referenced elsewhere in the FORS Standard ie seatbelts, speed, distractions, weather conditions, etc
D3	Staff induction	D3 Induction training	No material change but specific detail removed from Approved Training Annex and incorporated into the requirement
D4	Professional development	D4 Professional development	Now refers to Annexes 1 and 2 for detail. Security and Counter Terrorism training now mandatory. Valid for 24 months

D5	In-vehicle communication	D5 In-cab technology	No material change but clearer requirements and recommendation on usage of hand-held mobile phones
D6	Health and eyesight	D7 Driver fitness and health G5 Driver health and fitness review	D7 and G5 merged to include clearer requirements. Drugs and alcohol monitoring included as a recommendation
D7	Working time and drivers' hours	D8 Drivers' hours and working time	No material change but requirement has been completely rewritten by DfT
O1	Routing	O1 Routing and scheduling	Scheduling removed. Risk assessed added for prescribed and designated routes
O2	Fuel, emissions and air quality	M11 Tyre and fuel management O4 Engine idling	M11 split to include fuel management only and merged with O4. Fuel and Emissions Champion to be nominated
O3	Road traffic collisions	O3 Incidents and insurance	Renamed to removed confusion with V3. Road Risk Champion to be nominated
O4	Passenger safety	New requirement	Includes PCV but also passengers in other vehicles
O5	Specialist operations	O2 Specialist goods and abnormal loads	No material change but clearer requirements
O6	Operational security	O5 Vehicle / equipment theft and unauthorised access	No material change but clearer requirements
O7	Counter terrorism	New requirement	Security measures required in addition to O6 including nominating a Counter Terrorism Champion
S1	FORS Bronze	S1 Maintain FORS Bronze	No material change
S2	Performance data	S6 Performance data	Asking for fuel and distance data, and collision data, by specific vehicle type
S3	Fuel, emissions and air quality	S7 Fuel and emissions	No material change but clearer requirements

S4	Road risk	S8 Road risk	No material change but clearer requirements
S5	Professional development	S5 Vulnerable road users safety training	Renamed to align with D4 and G5. Refers to FORS Professional and FORS Approved mandatory training listed at Annexes 1 and 2. Mandatory fuel efficiency eLearning introduced
S6	Vehicle safety equipment	S3 Audible warning systems S4 Blind spot minimisation	S3 and S4 merged to create a single requirement. Blind spot minimisation replaced with a specific camera system requirement meaning Fresnel Lenses are no longer recognised. A tolerance has been included for older vehicles. Right hand blind spot camera system requirement for left hand drive vehicles has been removed
S7	Noise pollution	G8 Noise assessment	Moved from Gold
S8	Internal communications	New requirement	To ensure the flow of FORS related information across the whole organisation
S9	Sub-contracted services	New requirement	To provide confidence to FORS specifying clients that require FORS accreditation to be flowed down throughout sub-contracted services
G1	FORS Silver	G1 Maintain FORS Bronze and FORS Silver	No material change
G2	Performance data	G4 Performance data	Requirement to report previous 24 months' data to provide year-on-year comparison
G3	FORS case study	G3 Published and updated case study	Now renewed every three years to reflect meaningful improvements
G4	Recruitment and retention	G7 Strategy for recruiting new drivers	Now includes staff involved in the fleet operation, retention initiatives and a requirement for driving licence acquisition training

G5	Professional development	G6 Professional development	Responsible person or other nominated manager required to be working towards FORS Practitioner at initial Gold accreditation and qualified at Gold re-approval. Mandatory classroom fuel efficiency training course introduced
G6	Sustainable operations	G9 Modal shift and alternative vehicles	Renamed and broadened to include a range of sustainable initiatives such as consolidation, direct vision vehicles, investment in technology, etc. No older vehicle tolerance for camera system requirement at S6
G7	Promoting FORS	G2 Promoting the FORS Standard	Clearer requirements and evidence now required of FORS promotional activities during the past 12 months
G8	Staff travel	New requirement	Requirement for other steps to be taken to minimise impact on the road network
G9	Contracted services	New requirement	To require FORS accreditation throughout contracted services that are delivered on behalf of FORS operators

Version 5.0 Annexes	Version 4.1iii Annexes
Annex 1 – FORS Professional development for drivers	Annex 1 – Policy checklist
Annex 2 – FORS Professional development for managers	Annex 2 – Glossary
Annex 3 – Glossary	Annex 3 – Audit checklists
Annex 4 – Resources	Annex 4 – FORS Progression data report
Annex 5 – Summary of changes	Annex 5 – FORS Professional Development
	Annex 6 – FORS Silver requirements S3/ S4/S5 templates
	Annex 7 – FORS Gold requirements G3/ G8/G9 templates
	Annexes 1, 3, 6, 7 transferred to FORS Audit Toolkit