



# Specifying FORS in contracts:

Your guide to a safer, smarter and greener supply chain

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# Introduction

## Purpose of this guide

This guide is designed to help you understand how Specifying FORS in your supply chain ensures that you are using the safest, most efficient fleets. It shows how your organisation protects and enhances its reputation and improves transport standards.

## Who should read this guide?

This guide is aimed at the people in organisations who are directly involved or have a professional interest in the decision-making process for their supply chain and are seeking to improve their organisation's overall levels of safety, efficiency and environmental protection. This includes:

- Procurement specialists
- Transport managers
- Supply chain managers
- Project leads
- Logistics managers
- Local authorities

## What is a FORS Specifier?

A FORS Specifier is an organisation that stipulates that fleet operations within its supply chain are FORS accredited. This ensures that the safest, most efficient fleets are used. By specifying FORS in your contracts with fleet operators, your organisation is protecting and enhancing its reputation and helping to improve transport standards across the UK.

## What is FORS?

The Fleet Operator Recognition Scheme (FORS) is a voluntary accreditation scheme for fleet operators. Launched in 2008, its purpose is to raise the level of quality within fleet operations and to demonstrate which operators are achieving exemplary levels of best practice in safety, efficiency and environmental protection.

In the last decade, FORS has grown significantly, becoming a strong nationwide scheme with around 5,000 members and representing the transport operating industry. It has become acknowledged as the go-to best practice accreditation scheme in the transport sector, promoting safety, efficiency and environmental protection.

All vehicles used for servicing and delivery such as trucks, vans, coaches, buses, taxis and powered-two wheelers are eligible for the scheme and fall under the scope of FORS accreditation. FORS encourages operators to take a closer look at their operation and identify areas of strength to be exploited and areas for improvement to be addressed.

A successful Bronze audit provides an operator with the reassurance that their operation is being run safely, efficiently and in an environmentally sound manner. The FORS logo allows potential customers to readily distinguish FORS operators from other operators. Users of fleet operator services may ask that their suppliers are FORS accredited.

## Why become a FORS Specifier?

By specifying FORS, organisations are able to drive up best practice and strengthen their supply chain to deliver better service, maximise safety, and improve sustainability. It also ensures that a supply chain is cleaner, safer, more reliable and more efficient with the added benefit of public recognition of high standards. FORS allows organisations to continually improve customer experience, build loyalty and boost their reputation, while raising awareness of Work Related Road Risk (WRRR) amongst clients, contractors, developers and suppliers.



# Specify FORS at no cost!

## Benefits of becoming a FORS Specifier

Becoming a FORS Specifier enables you to:

**Drive best practice** - Improve the overall levels of safety, efficiency and environmental protection within the industry as well as driving best practice

**Strengthen the supply chain** - Boost operational efficiency and performance by contracting FORS accredited suppliers

**Deliver a better service** - FORS allows you to continually improve your customer experience, build loyalty while also boosting your reputation

**Benchmark your transport supply chain** - FORS is your benchmark of excellence when outsourcing services from this sector

**Improve sustainability** - FORS accreditation leads to lower fuel consumption by cutting carbon, reducing your environmental impact

**Maximise safety and reduce road risk in your supply chains** - FORS ensures that your suppliers operate under top road safety standards



# Reduce emissions in your supply chain

There has been a growing trend of local authorities across the UK planning or implementing Low Emission Zones (LEZ) or being mandated by the Government to introduce Clean Air Zones (CAZ). As well as improving safety and boosting efficiency, safeguarding the environment is a guiding principle of FORS. Smaller operators, who may not be able to replace or move their most polluting fleet, can use their FORS accreditation to help them to reduce their environmental impact by ensuring that their vehicles are maintained correctly, anti-idling policies are in place and drivers are well trained.

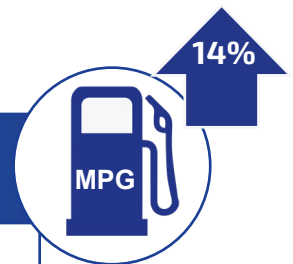
Emissions from road freight contribute globally to climate change, in addition to pollutants being harmful to human health. FORS can help you in reducing emissions in your supply chain in several ways.

FORS offers a wealth of training, guidance and toolkits all geared towards improving efficiency and reducing emission levels. We offer support to change driving styles, optimise routes, measure and control environmental impact.



## FUEL EFFICIENCY

FORS members have reported a staggering 14% improvement in mpg\*

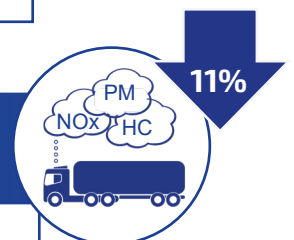


That's a yearly saving of ...



## EMISSIONS

FORS members reduced tailpipe emissions between 2017 and 2018\*\*



Nitrogen oxides	↓	12%
Particulate matter	↓	11%
Hydrocarbons	↓	10%

\* Data from 138 Gold case studies submitted in 2018 that reported on fuel use

\*\* Using comparable data from Silver and Gold members operating 3,440 HGVs

# Reduce road risk in your supply chain

Any collisions involving your suppliers can affect your business and your reputation. Managing work related road risk (WRRR) is everybody’s responsibility – even if you don’t own your own fleet. There is an increasing demand to manage WRRR for different driving environments. FORS offers driver training such as FORS Safe Urban Driving and Van Smart training which give drivers first-hand experience of what it is like to be a vulnerable road user. FORS also stipulates vehicle safety equipment requirements and daily walk around checks.

FORS accreditation ensures that your supply chain’s drivers are well trained, and vehicles meet high safety standards. Dedicated FORS Professional training equips managers and drivers with the skills and knowledge to improve their work related road safety and to reduce the risk of collisions with other motor vehicles and, crucially, vulnerable road users.

Vehicle safety equipment requirements of Bronze, Silver and Gold ensures that FORS accredited operators run vehicles that improve the driver’s ability to see or detect vulnerable road users, as well as other road users and obstacles. This ensures that vulnerable road users are warned of the dangers of being in close proximity to the vehicle as well as providing an audible warning of a vehicle’s manoeuvres. This means that both the number of incidents and the potential severity of collisions is reduced for these types of vehicles. As a result of this FORS is aligned to other industry Schemes and standards such as:

**Work Related Road Risk (WRRR)** a TfL freight safety initiative aligned with the Mayor’s Vision Zero approach to road danger reduction. By specifying FORS Silver (for contracts advertised after 1 November 2018 and Bronze for contracts advertised prior to 1 November 2018), your supply chain is TfL WRRR compliant.



The **Safer Lorry Scheme (SLS)** a goods vehicle safety scheme operating in London. It specifies that vehicles of more than 3.5 tonnes entering London must be fitted with Class V and Class VI mirrors as well as sideguards to prevent cyclists being dragged under the wheels in a collision. By Specifying FORS Bronze your supply chain is SLS compliant.

**Construction Logistics and Community Safety Scheme (CLOCS)** a national Standard that requires all stakeholders in construction to take responsibility for health & safety. The CLOCS Standard requires action from clients, principal contractors and vehicle operators. By Specifying FORS Silver you can demonstrate CLOCS compliance.



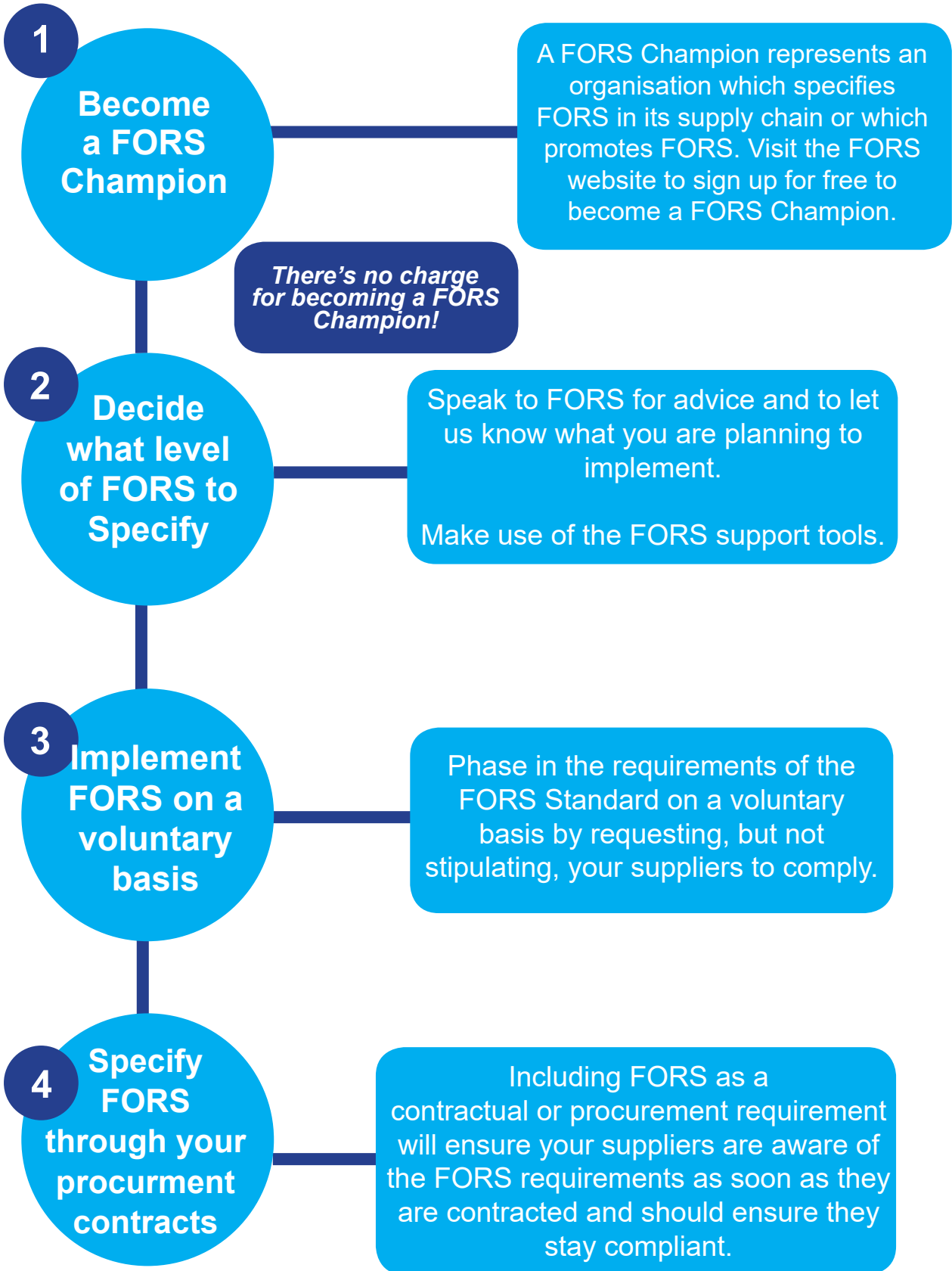
For more detailed information on how FORS and CLOCS align, join our ‘Demystifying FORS and CLOCS’ webinar at <https://www.fors-online.org.uk/cms/demystifying-fors-and-clocs-webinar/>

The **TfL Direct Vision Standard (DVS)** for heavy goods vehicles (HGVs) assesses and rates how much a driver can see directly from their HGV cab in relation to other road users. The DVS forms part of the Safety Permit for all HGVs over 12 tonnes entering London. By Specifying FORS Silver your supply chain is DVS compliant.



# How do I become a FORS Specifier?

By specifying FORS in your contracts with fleet operators, your organisation is protecting and enhancing its reputation and helping to improve transport standards across the UK. To become a FORS Specifier follow these four simple steps:





## Which FORS level do I specify?

FORS has three accreditation levels. These are Bronze, Silver and Gold. Each level ensures that operators meet specific exacting standards.



Bronze accreditation is the first step in the progressive scheme. It confirms that the operator employs good practices and complies with all legal conditions of business.



Silver accreditation is awarded to high quality operators who are committed to becoming safer and more efficient, while reducing their environmental impact.

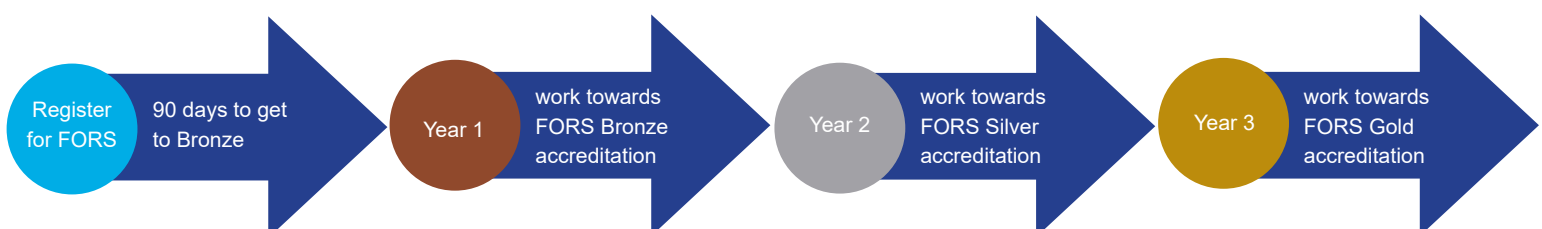


Gold accreditation is awarded only to exceptional operators who have met specific, exacting targets and are continuing to improve their performance.

Fleet operators have 90 days after registration to become FORS Bronze accredited by successfully passing their site audit.

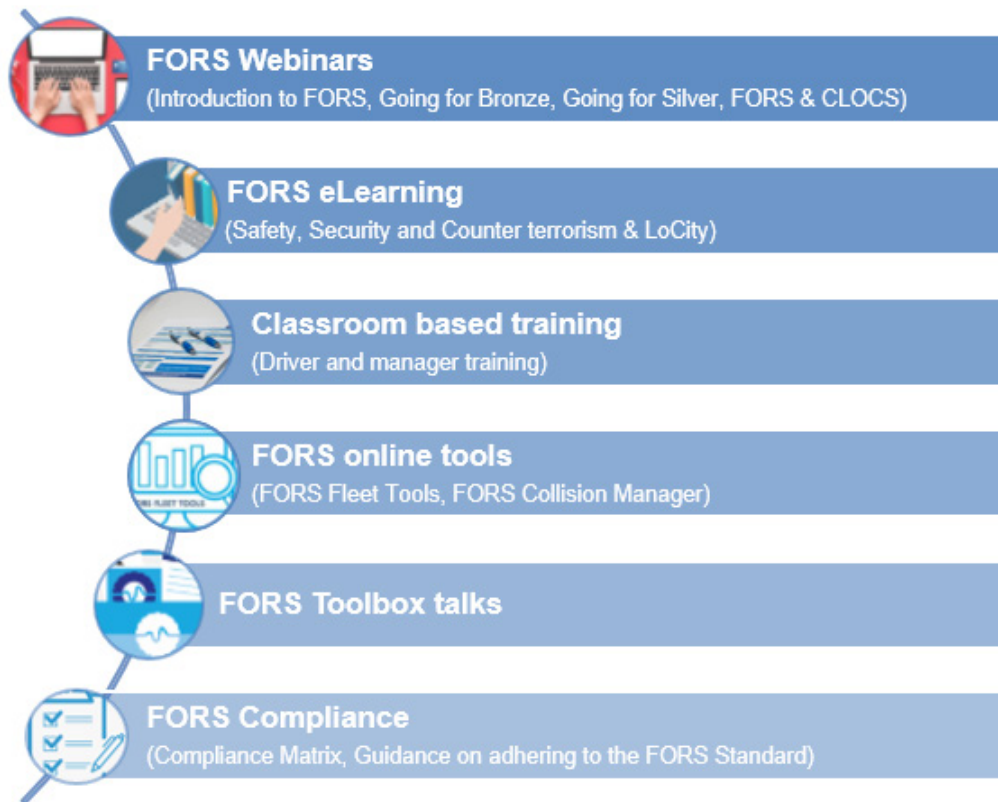
You will need to allow time for progression to Silver and Gold. For example, FORS requires performance data over a three-month period for initial Silver accreditation and 24 months for Gold accreditation from supply chains. Specifiers need to allow time for their supply chain to collect this data and obtain the relevant safety equipment.

If your supply chain is new to FORS you could use the following suggested timescales for them to become accredited and progress through the FORS Standard:



# What support is available for my supply chain?

FORS offers a comprehensive range of support, training, toolkits and benefits to help operators across your supply chain become FORS accredited, many of which are free of charge.



Please contact FORS to discuss how we can support your supply chain on their journey to FORS accreditation.

## Support for Specifiers

### FORS Specifiers' Toolkit

To provide Specifiers with a central hub of information we have created a Specifiers' Toolkit. This online toolkit provides current and potential information on how to specify FORS, the support available, how FORS works with other schemes, specifiers contract clauses, and information on the Overseer Dashboard. The specifier's toolkit is available via the FORS website, please refer to <https://www.fors-online.org.uk/cms/route-specifying-fors/>

## **FORS supply chain letter template**

To assist Specifiers to introduce the concept of FORS within their supply chains we have produced the letter template in Appendix A. Specifiers can use this template to send to their supply chains to assist them with the accreditation process. FORS is also able to provide support to the Specifier with local courses covering Introduction to FORS, FORS Practitioner series, FORS going for Bronze, Silver or Gold.

## **FORS Specifiers' contractual clauses**

In addition to the letter template, to help organisations who specify FORS in their supply chain, FORS has developed a series of contractual clauses for procurement contracts. The contract clauses are for both public and private sector organisations who are looking to specify FORS Bronze or Silver.

The contract clauses are available in the Specifiers' Toolkit, please refer to:  
<https://www.fors-online.org.uk/cms/route-specifying-fors/>



# How do I monitor FORS Compliance?

Checking that your suppliers are meeting their contractual obligations can take place in a number of ways and can be a gradual process to assist you in phasing-in change. FORS makes it easy for Specifiers to identify and monitor FORS organisations within their supply chain by using the below tools:

## Desktop checks

Desktop checks can be made using the FORS Online 'Who's on board' website page to verify an operator is FORS accredited to the prescribed accreditation level.

## Gate checks

Gate and on-site checks will provide a more in-depth analysis of suppliers' compliance and help can be provided in gearing up site staff to be capable of undertaking such checks.

## FORS Overseer Dashboard

If you oversee a FORS accredited supply chain, then the FORS Overseer Dashboard is a useful tool for you.

Developed by FORS for FORS Champions, the dashboard includes a variety of features which makes it easier than ever for you to find and monitor FORS organisations within your supply chain. You can view upcoming expiry dates, as well as view if they have been downgraded or removed from the scheme with ease.



To access to the FORS Overseer Dashboard and for more detailed information please refer to: <https://www.fors-online.org.uk/cms/overseer-dashboard/>

# What should I do now?

For a Safer, Smarter and Greener supply chain:

- Contact FORS to arrange a meeting to discuss your needs further
- Visit the FORS Specifiers Microsite  
<https://www.fors-online.org.uk/cms/route-specifying-fors/>
- Register as a FORS Champion

Contact FORS on:

08448 09 09 44

[associates@fors-online.org.uk](mailto:associates@fors-online.org.uk)

@FORS\_online

# Join the growing band of FORS Champions and Specifiers

**AECOM**



bardsley

**Bowmer & Kirkland**

CANARY WHARF  
CONTRACTORS  
*Putting Safety First*

**CLIFFINE**

**CORLEY + WOOLLEY**  
INTERIORS & FIT-OUT SPECIALISTS

**COSTAIN**



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**Ealing**  
[www.ealing.gov.uk](http://www.ealing.gov.uk)

**EXPRESS**  
CONCRETE

**FGD LIMITED**  
Construction Material Solutions

**FREYSSINET**  
SUSTAINABLE TECHNOLOGY

**Heathrow**

**METSEC**  
by voestalpine

**MID HANTS**  
NATURAL MATERIALS

**ROADBRIDGE**  
CIVIL ENGINEERING & BUILDING CONTRACTORS

**Milestone**  
Aggregates | Natural Stone | Reclamation

**neca**  
north east combined authority



**Sir Robert McALPINE**

**S&T**  
INTERIORS AND CONTRACTING

**selectaskip**  
est. 1988



**Tideway**

**Transport for London**

**Wates**  
SMARTSPACE

**WALTER LILLY**  
1924

**Westfields**

**WESTTRANS**  
PLANNING TRANSPORT TOGETHER

**Wills Bros**  
CIVIL ENGINEERING LTD

**Wilson James**

# Appendix A - FORS supply chain letter template

*Dear Supplier,*

*As you are aware, we are introducing FORS to our supply chain. This requires all our suppliers and subcontractors to be FORS accredited.*

*FORS stands for Fleet Operator Recognition Scheme and is a voluntary accreditation scheme for fleet operators which aims to raise the level of quality in their day-to-day business. It demonstrates that an operator is achieving exemplary levels of best practice in safety, efficiency and environmental protection.*

*To help operators who are new to FORS, there are 'What is FORS?' webinars which run regularly and introduce the scheme, criteria of different levels of accreditation and what is required of operators. You can sign up to these by visiting the FORS website, <https://www.fors-online.org.uk/>. This website also includes a variety of information about FORS and the benefits it brings for operators. There is also a helpline, contactable by dialling 08448 09 09 44 or by emailing [enquiries@fors-online.org.uk](mailto:enquiries@fors-online.org.uk), which can answer any questions you may have.*

*Once you have the information you require, you can register for the scheme by visiting the website, clicking 'Register' along the top banner and then clicking 'Register as an Operator'. Once registered, the FORS team will contact you to explain the next steps.*

*We look forward to you becoming accredited with FORS and helping to make both of our organisations safer, smarter and greener.*

*Yours Sincerely*



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associates@fors-online.org.uk  
www.fors-online.org.uk  
@FORS\_online