Annex 6

Summary of changes

Version 6.0 requirement		Summary of change between Version 5.1 and Version 6
M1	FORS documentation	New table created as Annex 3 which highlights which requirements **shall** have a policy and/or procedure and/or risk assessment/method statement Clarification that operators are able to demonstrate M1 using policy documentation attributed to other schemes Reminder that small operators **may** demonstrate M1 verbally
M2	Records and information	No change
M3	Responsible person	No change
M4	Staff and resources	Pre-appointment checks for drivers **should** include a declaration by drivers of any collisions, both at work and off-duty, which involve engagement with an insurance company and/or the police
M5	Communication	Communications with drivers **shall** include a declaration for drivers to acknowledge awareness of their individual responsibilities
M6	Vehicle fleet	Clarification on the process for providing vehicle registration marks or vehicle identification numbers for trailers The date from which dormant or previously used operating centres **shall** be included in the vehicle fleet register, has been updated
M7	Regulatory licensing	Regional/city vehicle permits relating to safety or environmental requirements added as an option, where applicable, to the current list of licences and permits FORS operators **shall** report to FORS any licence or permit revocations, suspensions or curtailments that are relevant to FORS

		Where an operator licence is held, FORS operator **shall** declare any enforcement sanctions within the past 12 months and any impending regulatory action
M8	Health and safety	Clarification around operational and driving at work risks to be assessed under O1, including prescribed passenger routes, and designated routes to and from construction sites, and addition of notified routes for abnormal indivisible loads (AIL)
M9	Complaints	No change
M10	Transport infringements	No change
M11	Transport updates	Removal of reference to LoCITY scheme bulletin
V1	Serviceability and roadworthiness	Policy and supporting procedures for first-use inspections **shall** include information on leased and loaned vehicles, as well as hired vehicles required in Version 5.1
V2	Daily walkaround checks	In addition to trailer coupling and load restraint required in Version 5.1, where relevant, the walkaround check **shall** also cover other specific components listed Drivers expected to repair minor defects **shall** be competent to undertake these tasks
V3	Insurance	No change
V4	Vehicle tax	No change
V5.1	Load safety for HGVs	No change
V5.2	Load safety for PCVs	Maximum passenger and luggage weight limits **shall** be considered
V5.3	Load safety for vans	No change
V5.4	Load safety for cars	No change
V5.5	Load safety for P2W	No change
V6	Vehicle safety equipment	Class V and Class VI close-proximity mirror fields of view **may** now be achieved using a camera monitoring system Removal of reference to London's Direct Vision Standard vehicle safety scheme

V7	Tyre management	No change
D1	Licensing	Frequency of driving licence checks for higher risk drivers **shall** be increased using an approved risk scale - recommended (**should**) in Version 5.1 Driver licence checking procedure **shall** include a requirement for drivers to sign an annual declaration
D2	Driving standards	No change
D3	Staff induction	No change
D4	Professional development	No material change; language changed for clarity only
D5	In-vehicle communication	No change
D6	Health and eyesight	No change
D7	Working time and drivers' hours	Procedure for obtaining, processing and analysing the relevant drivers' hours **shall** also include information on secondary employment and its impact - recommended in Version 5.1 (**should**)
O1	Routing	The procedure in place to plan and adhere to compliant, safe and efficient routes **shall** include adherence to any route scheduled by the FORS operator or any route authorised by a competent authority Any route scheduled by the FORS operator, or authorised by a competent authority, **shall** include abnormal indivisible loads (AIL) movements In addition to the requirement in Version 5.1 for the risk assessment to include prescribed passengers routes and designated routes to and from construction sites, the risk assessment **shall** also include any notified AIL routes
O2	Fuel, emissions and air quality	No material change; language changed for clarity only
O3	Road traffic collisions	No change

O4	Passenger safety	Clarification that all vehicles designed to carry one or more passengers are in scope of this demonstration In addition to the passenger safety instructions in Version 5.1 to include wearing seat belts, the safety documentation **shall** include information on not distracting the driver
O5	Specialist operations	No change
O6	Operational security	No change
O7	Counter terrorism	No change
S1	FORS Bronze	No change
S2	Performance data	Requirement changed from actively monitoring and benchmarking to actively monitoring and managing operational performance An operational performance action plan **shall** be documented, including performance indicators/ operational targets, and methods/tools employed to monitor data Penalty Charge Notice (PCN) management **should** be included within data capture and monitoring tools
S3	Fuel, emissions and air quality	The commitment to reducing fuel consumption and minimising environmental impact **shall** include the fuel efficiency and emissions reduction initiatives that are in place or are included in the operational performance action plan now required for S2
S4	Road risk	Change to language regarding managing work related road risk: • Added reference to the operational performance action plan now required for S2 • Changed language from "evidence of a review meeting with the insurance provider" to "evidence of a review with the insurance provider" for clarity

S5	Professional development	Professional development **shall** be relevant to the specific roles and responsibilities of drivers, the responsible person, and all other staff in the fleet operation - recommended (**should**) in Version 5.1 The amount of CPC training completed by drivers **should** be seen as a guide for the professional development of all other staff Driver licence acquisition training **should** be introduced
S6	Vehicle safety equipment	Regional or city vehicle permits relating to vehicle safety requirements **may** be included as evidence, where applicable, so long as they meet or exceed the FORS Standard
S7	Noise pollution	Removal of customer locations from noise impact assessment Clarification that FORS operators **may** use the FORS Noise Assessment template to help evidence this requirement
S8	Internal communications	Silver re-approval: FORS operators **shall** demonstrate internal communications for previous 12 months List of relevant materials that **should** be used to assist internal communications campaigns updated
S9	Sub-contracted services	No change
G1	FORS Silver	No change
G2	Recruitment and retention (previously G4)	G2 Performance data – requirement removed Data elements of the demonstration incorporated at S2 Recruitment and Retention (G4 in version 5.1) – No change

G3	Sustainable operations (previously G6)	G3 Gold case study – requirement removed Some elements of the demonstration are incorporated into new G3 as recommended good practice Sustainable Operations (G6 in version 5.1) The review of fleet operation to improve operational performance **shall** inform fleet replacement decisions At least 50% of the fleet **should** meet 'ultra-low emission' engine standards The fleet replacement plan **should** demonstrate progression towards 100% ultra low emission fleet FORS operators **may** also provide evidence of promoting sustainable initiatives
G4	Staff travel (previously G8)	Staff Travel (G8 in version 5.1) – No change
G5	Professional development	No change
G6	Contracted services (Previously G9)	Rewording of the requirement for clarity Where it is difficult to influence suppliers, FORS operators **should** demonstrate best endeavours The FORS list of accredited operators **should** be explored when placing contracts for transport suppliers

The following requirements from Version 5.1 have been removed and some elements incorporated into Version 6.0 where appropriate:

G2 Performance data – requirement removed
Data elements of the demonstration incorporated at S2

G3 Gold case study – requirement removed
Some elements of the demonstration are incorporated into new G3 as recommended good practice

G7 Promoting FORS – requirement removed
Elements of community engagement, and supporting other operations, incorporated into new G3 as optional