

K&B Transportation, Inc Load Security Policy

To our customers, who entrust us with their valuable products, K&B submits the following information relative to the steps which we take to provide the necessary load security:

Carrier Load Security Policy:

- ❑ All loads must be sealed. If a load is not sealed via shipper's seal, the driver must seal it with the provided K&B Seals, which are included in his orientation kit and available in either operations or safety for replenishment. Never transport any loads without a seal.
- ❑ The seal number must be verified and noted on the bill of lading prior to signing for the load at the origin. Double check these seals before you depart the shipper; immediately report exceptions.
- ❑ The integrity of this seal must not be compromised in transit. No seal shall be broken without proper authorization and K&B must be notified of any seal breakage or tampering. Law enforcement may require a seal to be broken. If so, have the officer note on the Bill of Lading, the seal was broken and include his/her name and jurisdiction. The officer should also reseal the load and note the new seal number on the bill of lading. K&B & applicable shippers must be notified of such a transaction at the time it occurs.
- ❑ A "seal intact" and seal number notation must be noted and signed on the bill of lading by the receiver prior to the breaking of the seal. If the trailer is dropped at a customer, the driver must obtain a "seal intact" notation with the seal number from the customer.
- ❑ Multi-Stop load require the seal history to be maintained. This means each receiver must sign "seal intact" with the seal number. The receiver must also verify the new seal number securing the load to the next stop and document the new number on the bill of lading. Each driver is equipped with pads of continuous seal forms, authored by K&B's safety department. These forms are to be used on multi-stop loads without exception.
- ❑ If a seal is compromised, K&B Transportation must be immediately notified of such occurrence.
- ❑ Drivers must call any overage, shortage or damage into safety immediately from the point at which the exception is first known. Failure to follow this procedure can result in termination of the driver involved. Certain shippers will fine K&B for not calling in OS&D's, the fines will be passed through to the driver involved.
- ❑ On relays with another driver, both drivers are to check the seal integrity and reassure themselves that the seals have not been compromised and exchange bills of lading accordingly, once this seal check is completed.
- ❑ Each driver is briefed regarding this process during the orientation.

Lock Requirement:

- ❑ Each driver is issued two locks – a standard American Steel small padlock and case-hardened "hoodie lock" with special keys to be used on the right door of the trailer which contains two hasps. Loaded trailers are to be locked at all times.

Drop Policy:

- ❑ No dropping of trailers in unapproved or insecure areas. Tractors are to remain hooked to trailers at all times. Dispatch will monitor by satellite the location of each fleet manager's equipment and where it is parked when off-duty and where loaded trailers are to be securely parked. No dropping of trailers in mud lots, shopping centers, truck-stops or other locations where security problems exist. Loaded trailers can only be dropped in secure authorized yards, when the driver cannot be physically present to monitor the security.

Driver Awareness on the Road:

- ❑ Do not discuss what cargo you are carrying with anyone except your fleet manager, i.e. commodities, load destination.
- ❑ Be aware of suspicious personnel around your truck while fueling or in harmony with rest breaks.
- ❑ When stopped be aware of anyone approaching your vehicle.
- ❑ Utilize cell phones or Qualcomm satellite in case of emergency.

Stopping at Facilities:

- ❑ Always park in secure parking areas. Adhere to the recruiting department's secure parking location for your vehicle based on where you live and have agreed to use.
- ❑ Never leave your vehicle running with the keys in it; shut off the engine, and lock the doors when you leave your truck.
- ❑ If possible avoid and/or don't stop in unsafe or high-crime areas.
- ❑ Use seals and/or locks at all time to prevent and identify tampering.

Protecting Your Vehicle:

- ❑ Always perform a quick walk-around inspection of your equipment anytime you've been away from it physically. Double check seals and ensure they have not been tampered with.
- ❑ Never leave a loaded trailer unlocked or unattended.

Customer Load security is a critical issue. Failure to comply with this policy will result in the termination of the driver and most assuredly can cause shipper/customer issues.