

SAFETY IMPROVEMENT PLAN

Tapias Transport Llc

1548 North Edison Street, Kennewick, WA, 99336



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To Whom It May Concern:

This document is to inform you that Tapias Transport Llc conditional rating regarding to the vehicle's maintenance has taken full measure to improve once again on a satisfactory safety rating. Here is what we are working on to improve.

Hiring Process

The Tapias Transport Llc employment hiring process is designed to ensure that the safest individuals are hired to operate our motor vehicles. This multi-step process shall be used for all applicants and will be administered uniformly without bias toward race, color, religion, gender, age, national origin, disability, sexual orientation or any other criteria deemed unlawful by state, federal or local law.

Qualifications of Drivers: The hiring of new drivers will require full details of their past employers, references, and more background checks. Every new driver will go through our insurance before driving our trucks. We run an MVR before hiring a driver, and the driver must pass a driving test, and a logbook filling test to each driver before we decide to hire him.

Application. All commercial driver applicants must submit a completed, accurate, signed and dated application for employment. The hiring/screening process will not continue until all information on the application has been verified.

Previous Employment. The employment history will be collected and verified for every commercial driver applicant. All commercial driver applicants must provide the following employer information on all driving positions they have held for the previous ten years.

- Names, addresses and phone numbers or other contact information of previous employers
- Names, titles and phone numbers or other contact information of previous supervisors

Motor Vehicle Records. The driving record from the previous five years will be examined for all commercial driver applicants from the appropriate agency of every state in which the applicant held a motor vehicle license or permit. The driver qualification and hiring process will not continue until all driving record information has been verified and no disqualifying items have been found (See qualification requirements above).

Drug and Alcohol History. All applicants will be asked if he or she has tested positive, or refused to test, on any pre-employment drug and alcohol test administered by a previous employer. If the employee admits to any of the above, without documented successful completion of DOT return-to-duty requirements, he or she will not be considered for employment.

All commercial driver applicants will submit to a drug/alcohol screening after an initial offer

of employment is extended. Only the designated **Tapias Transport Llc** drug/alcohol testing

facility will be used. Drug/alcohol test results from the commercial driver applicant's previous employer will not be accepted. A negative test result is a condition of

employment. No driver applicant will perform any work or activity for **Tapias**

Transport Llc until a negative test result has been obtained for the driver applicant.

Be advised that 4 marijuana remains a drug listed in Schedule I of the Controlled substances Act. It is unacceptable for any employee subject to drug testing under the DOT's drug testing regulation to use marijuana medicinally or recreationally. **Medical**

Qualification. All applicants shall be medically examined and certified as physically qualified to operate a commercial motor vehicle by a licensed, DOT-certified

medical examiner designated by **Tapias Transport Llc**

Driving Evaluation: All applicants will be required to submit to a driving test to evaluate their driving proficiency. The driving test will be an on-road driving test with one of

Tapias Transport Llc Trucking's Driver Trainers. The applicant will be evaluated on pre-trip inspections, city and rural driving on two-lane and multiple-lane roads including freeway and interstate, passing, backing, and emergency procedures.

This evaluation will be used in the hiring assessment and to develop portions of the company's mandatory driver training program. This driving test will be completed before a new commercial driver can operate a commercial vehicle for company business.

Besides, we are going to implement a webinar regarding to the safety handle of commodities and the legal permissions required to work as a truck driver and carrier some special commodities for all our staff.

Driver Safety Rules.

Commercial drivers are responsible for complying with all driver safety rules.

Driver safety rules include:

The client hired 6 months ago a SAFETY department composed of 3 employees that work every day to improve their inspections, this can be reflected in their score report, and additionally this department is in charge of doing audits to confirm that all the insurance information is updated and correct, to monitor and guide the drivers of the company, check their records and keep their permits up to date.

- Do not operate the vehicle unless all occupants are wearing a seat belt.
- **Do not drive the vehicle without headlights illuminated.**
- Do not allow any unlicensed/unauthorized persons to operate a company motor vehicle.
- Do not operate any vehicle while impaired, affected, or influenced by alcohol, illegal drugs, medication, illness, fatigue, or injury.
- Do not engage in distracting activities while driving. This includes using a cell phone for talking or texting; eating; using a computer, GPS or MP3 player; applying makeup; reading; looking at maps; or any other activity that takes a person's eyes or attention away from driving. Drinking non-alcoholic beverages is acceptable.
- Do not use a radar detector.
- **Obey the posted maximum and minimum speed limits at all times.**
- Do not pick up hitchhikers or allow unauthorized passengers inside the motor vehicle.
- **Do not drive a motor vehicle that is mechanically unsafe to operate.**
- Do not operate a motor vehicle with unsecured cargo or equipment.
- Move to another traffic lane or slow down when approaching an emergency vehicle along the side of the roadway.
- Observe all state and local laws while operating the motor vehicle.
- Do not accept payment for carrying passengers or materials not authorized by the company.
- Do not push or pull another vehicle or tow a trailer without company authorization.
- Do not transport flammable liquids and gases without prior authorization. If authorized, only
- Do not use ignition or burning flares. Use only issued reflective triangles.

Hour of Service of Drivers

Every driver is always required to correctly fill out their logbooks before getting on the truck. Drivers do not get paid if logbooks are not turned in to the dispatcher. Drivers and dispatchers are to work together to control the number of hours every driver has. Drivers that have completed their hours of service must inform dispatch, find a truck stop and stop driving until the future notice.

We also have a weekly safety meeting with all the drivers to discuss a safety topic that helps them to improve their driving skills. Besides, we do not allow fake logbooks, just the certified by the company and all the drivers must fill out this with real information. The driver who is discovered filling out false information or using fake logbook will receive a strong sanction.

Policies and Procedures

- Develop a policy and procedure describing how management will monitor and track logs for falsification.
- Establish a policy that prohibits dispatchers from assigning a load to drivers without hours available to complete the load on time.
- Develop a policy stating that drivers should not violate their HOS Out-of-Service order under any circumstances, and immediately contact the carrier when a driver is placed OOS.
- Develop a policy requiring drivers to report their available hours to dispatch during “check-in” calls.
- Develop policies and procedures for ensuring proper retention of Records of Duty Status (RODS) according to regulations.
- Establish a policy requiring drivers to submit copies of all roadside inspections to carrier management within 24 hours

Develop a policy stating that drivers are required to submit all RODS and supporting documentation, such as expense receipts, within 13 days of the end of the trip.

- Establish a policy stating that drivers are required to check with their supervisor, manager, or dispatcher to review their “fit-for-duty” status before starting a job, and that drivers who are ill to the extent that their ability and/or alertness is impaired are prohibited from working on safety-sensitive assignments.
- Develop a written and progressive disciplinary policy focused on taking corrective action to ensure drivers comply with regulations and policies. A progressive disciplinary policy could include, among other things, written warnings, suspensions, or work restrictions, monetary penalties, and termination. This policy should also specify consequences for any carrier official who knowingly and willfully allows HOS Violations.

Roles and Responsibilities

- Define and document roles and responsibilities of managers and supervisors for monitoring compliance with HOS policies.
- Ensure that managers are responsible for reviewing RODS for accuracy and for disciplining those who falsify their logs.
- Assign responsibility for making sure that all RODS are collected and stored for six months.
- Prior to accepting shipments, ensure that dispatchers are responsible for mapping out routes, asking drivers how many hours they have driven recently, and verifying that the route can be completed without breaking HOS regulations.
- Ensure that drivers are responsible for informing the carrier when they are sick, keeping accurate RODS, and planning their route so that it can be completed efficiently within HOS rules.
- Define and document roles and responsibilities of drivers and dispatchers as they pertain to HOS policies

We also have a weekly safety meeting with all the drivers to discuss a safety topic that helps them to improve their driving skills. Besides, we do not allow fake logbooks, just the certified by the company and all the drivers must fill out this with real information. The driver who is discovered filling out false information or using fake logbook will receive a strong sanction.

Vehicle Inspections

Tapias Transport LLC is committed to following a rigid, daily inspection program.

Driver Pre-Trip Inspection. A properly performed and thorough pre-trip inspection will be conducted by each driver prior to operating the vehicle. The following seven steps must be completed for each pre-trip inspection. If anything, unsafe is discovered during the pre-trip inspection, it must be fixed immediately.

• **Review Last Vehicle Inspection Report** – The driver must review the last driver’s vehicle inspection report to verify that any needed repairs were made to the vehicle. If an authorized signature certifies that defects were corrected or that correction was unnecessary, the driver will sign the third signature line of the form. If the defects noted were not acknowledged by an authorized signature, the driver shall not drive the vehicle until the defects are corrected.

• **Vehicle Documentation** – The driver must verify all shipping papers, vehicle registration, insurance cards and any other paperwork required by the DOT are in his or her possession.

• **Vehicle Overview** – A general condition review of the vehicle is required. The driver will

- Look for damage or unusual wear to the vehicle. Examples include, vehicle leaning to one side, lights broken or inoperative, tire and rim condition, and suspension and break wear.
- Look under the vehicle for fresh oil, coolant, grease or fuel leaks.
- Perform a walk-around assessment to look for people, other vehicles, objects, low hanging wires or limbs.
- Take a look at the wheels (not wasted or unbalance), revision of water leaks, oil, and grease, security tools, such as Windshield wipers, fire extinguisher, lamps.

• **Check Engine Compartment** – After verifying the parking brake is set and/or wheels chocked, the driver will raise the hood and inspect the engine compartment. Check the following:

- Fluid levels
- Power steering
- Batteries
- Automatic transmission
- Belts for cracks or wear
- Tightness in alternators, water pumps and air compressor
- Cracked, worn electrical wiring insulation

• **Start Engine and Inspect Inside the Cab** – The driver will verify that the parking brake is set, place gearshift in neutral, start engine and listen for unusual noises. Then check the following:

- Look at gauges (oil, ammeter/voltmeter, coolant temperature, engine oil temperature, warning lights and buzzers)

- The condition of controls. Look for looseness, sticking, damage or improper setting (steering wheel, clutch, accelerator, brake controls [foot brake, trailer brake, parking brake, retarder controls], transmission controls, inter-axle differential lock, horn[s], windshield wiper/washer, and lights [headlights, dimmer switch, turn signal, four-way flashers, clearance, identification, marker light switches])
 - The condition of mirrors and windshield/windows
 - Location of emergency equipment (three red triangles, properly charged and rated fire extinguisher, tire chains, emergency phone number list and accident reporting kit)
- **Check Lights** – The driver will make sure parking brake is set, engine is off and ignition key is out of the switch then check the following items:
- Headlights (low and high beams)
 - Emergency flashers
 - Parking, clearance, side maker and identification lights
 - Turn signals
 - Brake lights (a helper will be required to complete this task) The driver will clean all lights, reflectors, and glass as needed.
- **Test Brakes** – For hydraulic brakes, the driver will pump the brake pedal three times, then apply firm pressure to the pedal and hold for five seconds. The pedal should not move. For air brakes, verify the slack adjusters do not move more than one inch. The driver will check the following additional items:
- Brake drums (or disks), linings, and hoses for cracks or other visible damage, appropriate liner thickness and presence of oil or grease
 - Check air hoses for worn areas or the presence of cuts or other damage. Shut off the engine and test low pressure warning signal
 - Verify spring brakes activate with low air pressure (usually in a range between 20-40 psi)
 - Check the rate of air pressure buildup (typically 85-100 psi within 45 seconds in dual air systems).
 - Test air pressure leakage (with a fully charged air system typically 125 psi)
 - Verify loss rate does not exceed two psi in one minute for single vehicles and three psi in one minute for combination vehicles.
 - Check air compressor governor cut-in and cut-out pressures.

- Test parking brake with transmission in low gear. Test service brake for left or right pulling when service brakes are applied. 10 During a Trip. Once on the road, the driver must examine his or her vehicle and cargo:
- At each change of duty status.
- After driving for 3 hours
- After driving for 250 miles.

TRAILERS

Tapias Transport Llc is aware of its conditional rating regarding to the vehicle's maintenance has taken full measure to improve once again on a satisfactory safety rating. Here is what we are working on to improve the Trailer maintenance

Breakaway Breaks

- Check electric and Hydraulic operation

Breakaway Brake Battery

- Fully charged, Connections clean

Brakes

- Electric: Check operation
- Surge: Check operation and check master cylinder level

Shoes and Drums

- Adjust as necessary

Safety Chains and Hooks

- Check for wear, damage

Coupler and Hitch Ball

- Check for cracks, pits and flats
- Grease
- Check locking device and replace when worn

Ring and Pintle

- Check for cracks, pits, and flats
- Grease
- Check locking device and replace when worn

Tires

- Check tire pressure when cold
- Inflate as needed
- Check for damage and worn tread

Wheels – Lug Nuts or Bolts & Hub

- Check for tightness
- Tighten. For new and remounted wheels
- Check torque after first 10, 25- and 50-miles of driving and after any impact

Also, we have decided to take the following considerations

- Revision of lights and other security tools, such as fire extinguisher, lamps.
- Make the necessary repairs of any damages found in the inspection
- Performing both mechanical and electrical inspections in periods no longer than four (4) months
- Revision of the Brakes (Every departure), even replacement if the truck needs it.
- Revision of Suspension, Emergency Equipment.
 - Revision of water leaks, oil, and grease.

Every 3 months We take our trucks to a certified diesel mechanic shop in PHARR, TEXAS They make a deeply revision of the truck and do the respective maintenance. They check and repair the following things

- Oil levels,
- Engine,
- Brakes (Repair or replacement of Brake Kits, Disc Brake pads and master cylinders); Brake rotors / drums resurfaced; Brake fluid flush & replacement; Brake caliper & rotor re-alignment; Brake hose replacement

- Replacement of every wasted part of the brakes system.
- Electric system,
- Exhaust system
- Suspension
- Steering Mechanism (power steering pump revision, replace or maintenance on the racks and pinions and the rod ends as well).
- Replacement of any wasted light, even its specific electric system.
- Repair and replacement of side signals; stop and reverse lights; side turn signals and parking
- lights or improvement of the existing components like HD lights.
- Repair and replacement of the Exhaust system

Corrective Action Plan for V00S Score

Tapias Transport Llc will now proceed with regular preventive maintenance and thoroughly inspections, every quarter year. To bring back down our Safety rating that has been going up and it's really effecting our Company. We are trying to bring our scores down in order keep our Company in good standing and keep us working accordingly to the FMCSA regulated rules. We know that it won't help if we just take care of maintenance. We also have to take care of the Driver fitness and hours of service. So in order to help our business to get back in shape and keep it running we will have to change some regulations and take action now.

1. Daily vehicle inspection checklist for all our vehicles and must be counter signed by the Driver and the manager.
2. Quarterly preventive Maintenance.
3. The driver must ensure that all loads are properly secured before moving, whoever does not comply with them will have monetary sanctions.
4. Random DOT Drug testing (This will be required 2 times a year. If driver decide not to do it the automatically get disqualified from working at **Tapias Transport Llc**

5. Drivers will require to make a pre-trip inspection to the truck and trailer before any load is in the process of delivering (This should had already been in practice since we remind drivers everyday)
6. All Logbooks will be requested on Friday. In this way we ensure that they have the last 7 days records, we will control the driving hours. Who does not comply with this and cause an alert to our safety will be sanctioned immediately

Also, we will take care of

- Performing binnacle prior to every departure for each vehicle. This includes:
 - *Revision of water leaks, oil and grease.*
 - *Revision tire pressure*
 - *Revision of lights and other security tools, such as Windshield wipers, fire extinguisher, lamps, gloves, etc Make repairing needed in case any damage is found in the vehicles.*
- Performing both mechanical and electrical inspections in periods no longer than four (2) months.
- Performing the respective reviews pneumatic and hydraulics that allow making changes to defective parts. These revisions will be made each month

Commodities handling

We are committed to offer our customers the best services, including reducing risk by implementing excellent commodity handling. Therefore, we have been trained to ensure that all cargo transported is free of any damage. The following are the respective actions that each driver must take before leaving to deliver the load.

- ✓ Clean and disinfect the trailer to prevent some type of substance or moisture from being able to damage the load
- ✓ Ensure that the goods are properly packed and protected before loading it.
- ✓ Ensure that commodities are properly stowed or properly organized to be loaded into the truck.
- ✓ Ensure that the goods are properly held by the correct amount of ropes, considering the friction-weight ratio of each load to avoid any slippage, spillage or damage of the product.
- ✓ Distribute the cargo in the right way in order to balance the load weight.



Vehicle and Equipment Selection

Vehicle Replacement Schedule. Our goal is to replace our power units when necessary functional and safety-based repairs cost more than the value of the equipment. Our trailers and other equipment will be replaced when necessary functional and safety-based repairs cost more than the value of the equipment.

The make and model of power units are dictated by a number of factors including, but not limited to, replacement cost, safety features, service availability, warranty, standard features and operating costs.

Cargo Securement

Cargo securement is extremely important to the safety of the driver, his or her vehicle and other vehicles using the road. Loads should be examined within the first 50 miles of initial transport and again at all following stops. All tie-downs, tarps, doors, hatches, blocks/chocks, straps/chains/binders, tires, placards, lights, etc. are to be verified as secure, meaning they cannot damage the cargo or come loose and fall off the vehicle.

CLAIM PROCEDURE:

We have implemented the following strategies within our accidental prevention plan:

- Place all company policies in written format. These should include basic daily practices that you expect from all drivers such as daily pre-trip inspections, speeding policy, cellphone and seatbelt policies, disciplinary, etc. All drivers should sign for a copy of the rules.
- Document all safety briefings/meetings and have driver sign acknowledgment.
- Consider formal safety meetings with all drivers on a regular basis, monthly, quarterly, etc, and document subject and attendance.
- Consideration should be given to presenting a defensive driving training program both into your initial training program and for in-service/remedial training.
- Prepare a list of minimum requirements for drivers to be considered for employment, including acceptable age, experience, driving violations, accidents, medical, alcohol & drug.

Vehicle Accidents. The following steps will be followed in the event of a vehicle accident/incident.

- Stop the vehicle, turn off the engine, and protect the scene by activating the four-way emergency flashers and posting orange emergency triangles to prevent a secondary accident (one near the scene and one marker 100 feet in each direction from the scene and one marker near curves or hill crests, but no more than 500 feet away)
- Call for medical assistance and assist any injured people if necessary but do not move the person unless absolutely necessary to prevent further injury
- If possible, prevent waterways, storm drains, etc. from hazardous materials if spilled
- Call the police
- Call the company's Program Administrator within 12 hours
- Locate witnesses and get important information from them including names, addresses and phone numbers
- Exchange pertinent information with other drivers
- Take photos of the accident
- Make detailed sketches/drawings of the accident scene noting the direction of travel for each vehicle involved
- Fill out the vehicle accident report form (Appendix M)

SAFETY FOR CRASHES

	Vehicle	People	Environment	Management Culture
Pre-crash	<ul style="list-style-type: none"> • AEB • LDW • Blind spot detection • Stability control systems • Speedgauge • Speed limiters • Video-based OSM systems • Monitor wear and tear • Replace parts when issues arise • 24 hour a day maintenance shop • Service tractors before 10,000 miles • Service trailers every 30 days • Inspect truck and trailer each time it returns to facility • Load specific pre-trip checklists 	<ul style="list-style-type: none"> • Participant in FMCSA's pre-employment screening program (PSP) • Require previous driving experience • On-the-job training for all drivers • Finishing program for new drivers • New hire mentoring • Face-to-face interview • Hiring criteria for involvement in previous crashes • Hiring criteria for previous citations and inspections • Past employer referrals • Driver referrals • Driving simulator assessment • Driving simulator training • Online training • Hair drug testing • Physical fitness/agility test • Safety pledge • Monthly or quarterly in-person safety meetings • Coaching sessions based on OSM data 	<ul style="list-style-type: none"> • Visible safety pledge signage in terminals • Plan routes for 45 mph average • Mandatory stops in bad weather • Schedule routes based on individual sleep patterns • Monitoring driving time in real-time 	<ul style="list-style-type: none"> • Non-monetary safety awards • Monetary safety bonuses • Frequency safety communication • Positive, non-confrontational coaching sessions • Open door policy • Full-time trainers to maintain consistent safety message • Management buy-in to safety programs • Zero tolerance for HOS violations • Ownership/top management safety communication • Driver scorecards • Family events • Encourage family involvement in safety • Family culture • Progressive discipline policy • Internal and external safety benchmarking • Share key carrier-wide crash and incident data with drivers • Share carrier-wide safety cost data with drivers • Accountability for safety in all departments • Wellness checks on drivers • Educating all department on their impact on safety • Health and wellness program • Drivers collaborate to develop safety strategies
At scene				<ul style="list-style-type: none"> • Support driver at scene
Post-crash	<ul style="list-style-type: none"> • Vehicle repair or replacement 	<ul style="list-style-type: none"> • Post-incident one-on-training • Progressive discipline policy based on crash causes • Health and wellness checks 		<ul style="list-style-type: none"> • Use of video-based OSM to find identify objective data on crash causes • Use of video-based OSM data for driver exonerations • Internal tracking of crashes for data analysis • Internal and external benchmarking • Driver incident reporting system

Note: Every company motor vehicle is required to have a vehicle accident reporting kit in the glove box. This kit should be used by the driver to record accident facts after the accident as soon as feasible.

The efficiency of any operation can be measured directly by its ability to control losses. Incidents/accidents resulting in personal injury or damage to property or equipment represents needless suffering and waste. Any person who forsakes safety in the name of efficiency is recklessly endangering themselves, their fellow employees and/or owner-operators, and undermining the success of our operation.

Further, the management and employees of GONZALEZ TRUCKING CORPORATION observe the following policies:

- It is the responsibility of every person at **Tapias Transport Llc** to maintain a safe working environment always.
- Safety shall take precedence over expediency or short cuts always.
- **Tapias Transport Llc** will comply with all State, Local and Federal Safety Regulation.

There have been actions taken to improve the inspection to see how the drivers are operating and making sure they are not exceeding the speed limit and traffic.

We understand that you may have concerns about our scores, but we are taking active measures to improve them. As you know, our scores won't really reflect these changes for 24 months. Please know that we are open to any suggestions that you might have. We are willing to implement ideas that will help us improve our company.

I hope this letter will regain your confidence in our company. We would gladly take some advice from you, attend any questions or concerns in which we can help.

Thank you.

Sincerely,

X  Lubin Tapias Cespedes

Lubin Tapias Cespedes

Owner - Tapias Transport Llc