

SAFE
LOADING
PASS
SCHEME

Inspection Provider

Application form



About the Safe Loading Pass Scheme

First established in the late 1980s by the major oil companies operating in the UK, the Safe Loading Pass Scheme (SLPS) provides a means to control the risks associated with loading road tankers at fuel distribution terminals. As an integral part of a participating petroleum terminal's safety management system, it aims to identify vehicles and trailers that have been inspected at least every six months by qualified persons and deemed to meet specified safety standards for admittance to fuel loading terminals.

Members of the UK Petroleum Industry Association (UKPIA), the Tank Storage Association (TSA) and Liquid Gas UK recognise the SLPS. The scheme applies to terminals supplying the following fuels with the following UN numbers.

Liquid fuels

- UN1202 – Gas oil or diesel fuel or heating oil, light
- UN1203 – Gasoline or petrol or motor spirit
- UN3475 – Ethanol mixture

- UN1223 – Kerosene
- UN1863 – Fuel, aviation, turbine engine
- UN1170 – Ethanol

LPG

- UN1011 – Butane
- UN1965 – Hydrocarbon gas mixture
- UN1978 – Propane

It does not apply to vehicles which are registered outside England, Wales, Scotland and Northern Ireland or vehicles carrying bitumen, black oil or lubricants.

How the scheme is run

The scheme is owned by the UKPIA with support from the TSA. The two associations with member representatives set the standards and direct the scheme by way of a Management Group. Logistics UK manages

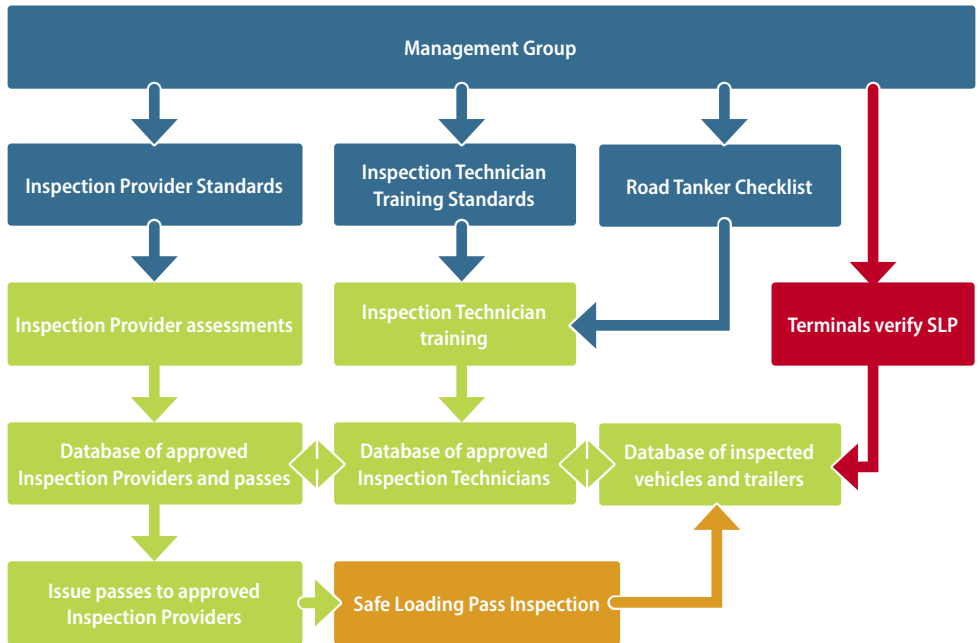
the scheme on their behalf and is an advisory member of the Management Group, as are the Energy Institute, the Downstream Oil Distribution Forum and a User Group representative.

SLPS management

SLPS Management Group Executive	SLPS Management Group Advisory
UKPIA (scheme owners) Tank Storage Association Two UKPIA member companies Two TSA member companies	Logistics UK (scheme manager) Energy Institute Downstream Oil Distribution Forum User Group representative

The Management Group set standards for the inspection of road tankers, inspection technician training and inspection provider assessments. Logistics UK manages a database of approved Inspection Providers, Inspection Technicians and inspected vehicles and trailers

as well as supplying SLPS discs to Inspection Providers. Fuel loading terminals can check if vehicles and trailers looking to gain entry onto their sites have been inspected by checking discs on vehicles and by accessing the SLPS database.



The Inspection Provider assessment process

Inspection Providers must demonstrate that the Inspection Provider Standards set out by the Management Group are met. A copy of the Inspection Provider Standards, which include the assessment criteria, can be downloaded from safeloadingpass.co.uk

Inspection Providers may either be fixed **Inspection Locations**, which carry our SLPS inspections on premises owned or occupied by the Inspection Provider, or **Mobile**

Inspection Services, where Inspection Technicians carry out SLPS inspections at sites owned or occupied by customers or third parties.

For Inspection Locations, a separate application form must be completed for each workshop location, even if it is part of a group. Mobile Inspection Services complete one application form. If an organisation offers both fixed and mobile inspection services, they must complete one application form for

the mobile service and additional application forms for each fixed workshop location.

The following process applies to each Inspection Provider wishing to inspect vehicles and issue passes under SLPS.

1 **Application**

Complete this application form and post it to Logistics UK. Logistics UK will invoice you at the agreed rate of £605 per assessment (excluding VAT).

2 **Assessment**

Following payment, you will be asked to supply documentary evidence needed for some of the standards and will arrange for an assessment to be carried out. You will receive pre-assessment guidance telling you what to expect on the day as well as the evidence that the

assessor will be looking for. Should you fail to meet any of the standards you will be offered a re-assessment of the failed standard areas at a cost of £192.50 plus VAT, which must be carried out within 90 days of the initial assessment.

3 **Approval**

Once the standards have been successfully demonstrated you will be added to the SLPS database as an approved Inspection Provider. You will be given access to the database to allow you to order SLPS discs and to complete details of vehicle and trailer inspections. You must continue to meet the standards and will be required to be re-assessed every two years. Logistics UK will contact you six months before your re-assessment is due.

Signatories and undertakings should note that all liability and responsibility for compliance with relevant legislation (such as health and safety and dangerous substance control) remain entirely with the relevant parties.

Inspection Provider details

This application is for [*choose ONE option only*]:

- An Inspection Location
- A Mobile Inspection Service

Postal address for Inspection Provider _____

_____ Postcode _____

Number of Inspection Technicians that will be carrying out SLPS inspections at the Inspection Location or who are under the control of the Mobile Inspection Service.

Only tick ONE box below:

The Inspection Provider will inspect vehicles used to carry:

Both Liquid Fuel and LPG

- 1 Petrol, ethanol or LPG (this can also include any of the products/vehicles listed in the bullet point below); OR
- 2 ONLY: LPG, products other than petrol or ethanol, tractor units, or vehicles that have been purged of petrol or ethanol

Liquid Fuel only

- 3 Petrol or ethanol (this can also include any of the products/vehicles listed in the bullet point below); OR
- 4 ONLY: products other than petrol or ethanol, tractor units, or vehicles that have been purged of petrol or ethanol

LPG only

- 5 LPG (all vehicle types)

OR

The Inspection Provider will carry out:

- 6 SLPS inspections on tractor units only

Statement of Intent

I, the undersigned, declare that the risks in relation to the control of flammable vapour releases and sources of ignition, where applicable, as well as working at height have been managed appropriately in accordance with the relevant legislation and the Safe Loading Pass Scheme standards.

I declare that the information contained in this application form is correct and the Inspection Provider has met and will maintain the Liquid Fuel Inspection Location Standards, Liquid Fuel Mobile Inspection Service Standards, LPG Inspection Location Standards, Liquid Fuel & LPG Inspection Location Standards (as appropriate). I declare I am authorised to sign this statement on behalf of the applicant.

Signed _____

Date _____

Name _____

Position _____

Organisation name _____

Company registration number _____

Scheme fees

Inspection Provider Assessment (£605 + VAT at 20%) = £726

Please invoice me. Purchase order number (if applicable) _____

Please contact _____ for credit card details. Tel: _____

Correspondence contact details

Name _____

Position _____

Email address _____

Telephone number _____

*Please post this form to the **Safe Loading Pass Scheme Applications** at the address below
or email to info@safeloadingpass.co.uk.*

Safe Loading Pass Scheme
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Tunbridge Wells
Kent TN4 9UZ

04.22/ST