



THE ROAD FREIGHT ASSOCIATION

MEMBERSHIP CERTIFICATE

This is to certify that

Manna Employment Services (Pty) Ltd

has been accepted as a Member of the Association

in the **AFFILIATE** category

Valid From **01 January 2023** To **31 December 2023** Membership No: **MAN0023**

Chairman

CEO

The Member shall comply with the following Code of Conduct:

1. Social and Environmental Commitment

- (a) Comply with the laws of the Republic and operate within the spirit of those laws.
- (b) Protect the environment, promote sustainable development and conduct business affairs that are socially responsible.
- (c) Make the most effective use of, and conserve, the natural resources of the Republic.
- (d) Improve energy efficiency by monitoring and reducing carbon emissions.
- (e) Dispose of waste in a responsible manner.
- (f) Support the values of the Constitution of the Republic of South Africa.

2. Transport and Company Legislation

- (a) Comply with all relevant legislation relating to transportation on a public road.
- (b) Comply with all legislation relating to anti-competitiveness, professional service delivery, access to information and company registration.

3. Ethics and Governance

- (a) Manage and conduct affairs according to the principles and values of good governance.
- (b) Maintain high standards of ethics, fairness and professionalism.
- (c) Act with integrity and deal fairly, honestly and responsibly with all customers and stakeholders.

4. Vehicle Roadworthiness

- (a) Ensure that all vehicles remain in a roadworthy condition.
- (b) Maintain and implement policies and procedures for pre-trip inspections.
- (c) Take corrective roadworthy action immediately.
- (d) Perform regular and preventative maintenance and servicing of vehicles and equipment.

5. Loads

- (a) Ensure all loads are safe and secure.
- (b) Ensure all loads do not exceed the maximum permissible axle and vehicle load masses.
- (c) Ensure special loads carry the necessary permits / documentation.

6. Operating Efficiency

- (a) Strive to maintain high standards of operational efficiency through the optimal use of resources, cost reductions and fuel efficiencies.

7. Employees

- (a) Register with the NBCRFLLI.
- (b) Comply with legislation and guidelines relating to the Labour Relations Act (LRA) and the NBCRFLLI Agreement.
- (c) Provide continuous training and development to employees.
- (d) Provide for the welfare of all employees.

8. Drivers

- (a) Recruit professional and qualified drivers with valid licences and professional driving permits (PrDPs) who meet all the requirements of the LRA and NBCRFLLI Main Agreement.
- (b) Ensure that drivers have the necessary competence, skills and experience to drive the vehicle and load assigned to them.
- (c) Continuously train and develop drivers to meet the needs of changing technology.
- (d) Facilitate corrective training for drivers to address risk and incident occurrence.
- (e) Adhere to driver hours and resting periods as prescribed.

9. Safety and Standards

- (a) Comply with the highest levels of safety and best practices relating to cargo transported.
- (b) Comply with all compulsory relevant SANS standards.
- (c) Ensure that all reflective material and lamps are in working condition.
- (d) Improve methods of spray and dust reduction to allow safer passing by other vehicles.
- (e) Develop programmes to progressively meet safety standards (SANS1395 / ISO39001).

10. Commitment to the Association

- (a) Respond to all complaints forwarded by the Association within 14 working days.
- (b) Conduct operations in a manner that will uphold the good standing and reputation of the Association.
- (c) Refrain from using an elected office within the RFA for personal gain.
- (d) Refrain from making public statements on behalf of the Association without the authority of the Chief Executive.
- (e) Refrain from representing the Association in any manner without the approval of the Executive.
- (f) Refrain from bringing the Association into disrepute.
- (g) Support the Association in all its endeavours.

Without Trucks, South Africa Stops!