

Monitored NAC Checklist for Van Operators

Reg. Number: _____ Customer Name: _____ NAC: _____

Van Operator Name: _____ Agent/Driver Code: _____

Phone Info: _____ CID #: _____

Name of Rider helper: _____ CID #: _____

The following are requirements on Monitored NAC shipments. Penalties may be assessed for failure to comply with Account requirements. This form must be signed and returned via fax or email prior to loading.

The Van Operator:

- Is required** to submit to and pass a Background check meeting this account's **contract** requirements in order to be eligible to haul this account's shipments.
- Cannot**, under any circumstances, utilize labor to pack, load or unload a shipment at a customer's residence if: They have not submitted to a background check meeting this accounts requirements; Refuse to undergo a background check; Or if their background check score has been returned as decisional or ineligible.
- Must** arrange labor 48 hours before loading delivery. The van operator must ask for the names and CID numbers of the labor utilized and will call Operations with this information to verify their eligibility for this account prior to packing/loading/delivering.
- Operations must be notified of any problems obtaining qualified labor prior to arriving at residence to load or deliver and will assist in locating labor meeting account requirements, if needed.**
- Is responsible** for obtaining a signed consent form and calling Atlas Operations or their agent so a background check can be performed if the labor hired has not yet undergone a background check to meet this account's requirements.
- Must** advise Operations of delivery to residence or to storage at least 48 business hours prior to delivery.
- MUST notify Operations at the time of loading if it is believed the Actual Weight will exceed the Estimated Weight. Must notify Operations of the Actual Weight 24 hours after loading and REWEIGH Monitored NAC shipments when the Actual Weight exceeds the estimated weight** as required by the monitored account.
- Is Responsible**, in the event of an overflow, to remove the overflow portion from residence utilizing approved labor and *ensuring* the overflow is unloaded at the warehouse and is in a secure location.

Van Operator Signature: _____ Date: _____

Return signed form to: _____ Fax #: _____