



Road Transport Management System

RTMS

Driver Wellness • Safety • Loading • Productivity



COMPLIANCE
WITH ROAD
REGULATIONS



SAFETY
PERFORMANCE
MANAGEMENT



DAILY VEHICLE
SAFETY
CHECKS



PROMOTION
OF DEFENSIVE
DRIVING



DRIVER
WELLNESS



FATIGUE
MANAGEMENT



DRIVER
TRAINING



OVERLOAD
PREVENTION



PREVENTIVE
MAINTENANCE



MINIMISE
CRASHES



RTMS Introduction

The Road Transport Management System (RTMS) is an industry-led, government-supported, voluntary, self-regulation scheme that encourages consignors, consignees and road transport operators to implement a management system(a set of standards) that demonstrates compliance with the Road Traffic Regulations and contribute to preserving road infrastructure, improving road safety and increasing productivity.

The RTMS therefore is a system that voluntarily regulates the heavy vehicle industry and has achieved significant results including:



Reducing and minimising overloading



Reducing of traffic violations
(e.g. reducing speeding incidents)



Preventing excessive road wear & preserving the road infrastructure



Improving efficiency in various industry supply chains



Enhancing heavy vehicle safety on the public road network



Actively promoting skills development within the transport sector



Taking care of truck drivers' health (Driver wellness initiatives)



Companies measuring their performance and taking responsibility for the impact of their activities



Summary of the SANS 1395

RTMS Standard

LOADING CONTROL

- ✓ Payload optimisation with minimisation of overloading
- ✓ Compliance with dimensional limits
- ✓ Safer loading to prevent incidents
- ✓ Compliance with legal loading limits and/or applicable permit

SAFETY & COMPLIANCE

- ✓ Annual training plan
- ✓ Focus on defensive driving
- ✓ Fatigue management
- ✓ Emphasis on the promotion of safe driving
- ✓ Mentoring, monitoring, counselling, awareness and education
- ✓ Training records

CONSIGNOR/ CONSIGNEE REQUIREMENTS

- ✓ RTMS certified transporter verification
- ✓ Non-RTMS certified transporter monitoring
- ✓ Management of own fleet
- ✓ Verification of outgoing vehicles
- ✓ Access authorisation for incoming vehicles
- ✓ Cycle time optimisation (efficiency improvement)

DRIVER WELLNESS

- ✓ Medical fitness verification
- ✓ Management of chronic conditions
- ✓ Driver resting period monitoring
- ✓ Driving hours monitoring
- ✓ Risk awareness

TRAINING & DEVELOPMENT

- ✓ Daily roadworthy verification
- ✓ Preventive maintenance process
- ✓ Tyre management
- ✓ Prevent habitual speed exceedances
- ✓ Prevent excessive driving hours
- ✓ React to crashes/ incidents
- ✓ Monitor traffic offences
- ✓ Route risk analysis
- ✓ Active promotion of road safety



EFFECTIVE IMPLEMENTATION
REQUIRES DEFINED PROCESSES/
PROCEDURES, WITH HISTORICAL
RECORD OF **CONSISTENT**
COMPLIANCE

SAFE ✓ **ROADS** ✓ **LOADS** ✓ **VEHICLES** ✓ **DRIVERS**

RTMS Objectives



OVERLOAD
PREVENTION



DAILY VEHICLE
SAFETY CHECK'S



PROMOTION OF
DEFENSIVE DRIVING



COMPLIANCE WITH
ROAD REGULATIONS



FATIGUE
MANAGEMENT



MINIMISE
CRASHES



DRIVER
WELLNESS



DRIVER
TRAINING

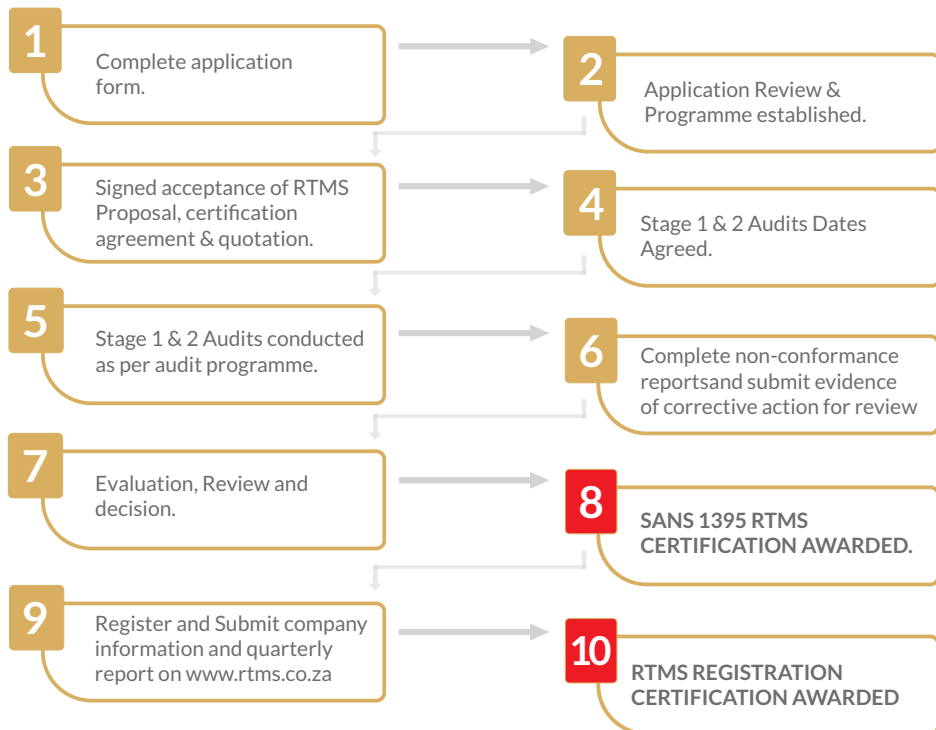


SAFETY PERFORMANCE
MANAGEMENT



PREVENTIVE
MAINTENANCE

RTMS Registration Process



NOTES

- Steps 1 to 8 administered by JC Auditors as the certification body.
- Steps 8 to 10 administered by the RTMS National Committee.
- During Step 6 an additional site visit may be required (depending on the nature of non-conformance(s)).
- The RTMS licence discs are only issued at step 10 and is compulsory in order for the final RTMS registration certification to be generated.
- The RTMS Signs boards/placards can be ordered after 11 step. These can be ordered by sending an email to info@jcauditors.com.
- Continued RTMS Registration is subject to the successful completion of the annual surveillance audit as well as submission of all reporting requirements.

RTMS Audits

In order to achieve RTMS certification, a transport operator is required to be audited by a conformity assessment body, who are accredited by the South African National Accreditation System (SANAS) as a "RTMS certification body". Currently JC Auditors are the only SANAS -accredited RTMS certification body and may be contacted by e-mail (info@jcauditors.com) or Tel +27 33 3420529. Once the organisation has successfully achieved RTMS certification and complied with the RTMS reporting requirements, full RTMS registration is awarded, as per the RTMS registration process.

An RTMS-certified company is audited annually in order to verify that it continues to meet the requirements of the standard. In addition to the annual audits, the transport operator is also required to submit quarterly performance reports to the RTMS national committee, which provides a quantitative measure of compliance with the primary RTMS outcomes. This performance report incorporates the following information:

- Number of motorised vehicles
- Number of trailers
- Total number of trips
- Total kilometres travelled
- Total number of collisions/crashes/incidents on public roads
- Number of non-preventable collisions/crashes/incidents (third party/environmental/unclear)
- Number of preventable collisions/crashes (company driver failed to do everything that they reasonably could have done to avoid it)
- Number of fatalities arising from non-preventable collisions/crashes/incidents
- Number of fatalities arising from preventable collisions/crashes/incidents
- Number of major injuries arising from non-preventable collisions/crashes/incidents
- Number of major injuries arising from preventable collisions/crashes/incidents
- Number of trips overloaded
- Number of vehicle service interval exceedances
- Number of drivers
- Number of drivers with chronic illnesses
- Number of public complaints received



How do I get started?

Obtain a copy of the RTMS standard (SANS 1395:2019) from the SABS (www.sabs.co.za)



1

Develop your company procedures, as per the requirements of the RTMS standard



2

Implement the required processes, ensuring that records are maintained for all vehicles, trips and drivers.



3

Once you are satisfied that your business complies with the RTMS standard, complete the application form and send to a SANAS-accredited RTMS Certification Body.



4

Government Support of RTMS



transport

Department:
Transport
REPUBLIC OF SOUTH AFRICA



"(The RTMS) is an industry driven process that complements government programmes aimed at promoting road based operations, road infrastructure protection and ensuring road safety. I therefore commend the pro-activity shown by the leadership of this initiative and have no doubt that it will lead to tremendous improvement in the performance of the logistics chain.

Min. Jeff Radebe
Former SA Minister of Transport
Transport Month, October 2006"

"I encourage the industry to build on the success achieved in the implementation of the RTMS Standards in the broader transport sector. I also urge all industry stakeholders to embrace this visionary system that will not only improve efficiencies in the South African logistics value chain, but also enable best practice sharing with the Southern Africa Development Community.

Ms. Sindisiwe Chikunga
SA Deputy Minister of Transport
2012, RTMS Workshop, Polokwane"



"South Africa's road safety machinery will be focusing on... continued support for RTMS and the implementation of SANS 1395.....

Min. Dipuo Peters
Former SA Minister of Transport
2015, Global Road Safety summit
Brazil"

Frequently Asked Questions

1. Is RTMS a legal requirement?

No. RTMS is NOT a legal requirement as it is classified as a voluntary standard. However due to the positive impact on road safety, some organisations have made RTMS-certification a contractual or compliance pre-requisite.

REQUIREMENTS

2. What is the RTMS standard?

The RTMS standard is a South African National Standard, titled SANS 1395 - 1:2019 RTMS. This standard (together with ISO/SANS 39001) falls under the mandate of the SABS Technical Committee 241 (SABS TC 241)

RTMS STANDARD

The SANS 1395 RTMS standard specifies various requirements related to load management, vehicle maintenance, operational /road safety, driver wellness (medicals, chronic, illness, driver fatigue), driver training as well as various management functions. The major outcomes of the standards are:

- Reduction and minimisation of overloading
- Preventing excessive road wear and preserving the road infrastructure.
- Enhancing heavy vehicles safety on the public road network.
- Taking care of truck drivers' health (driver wellness initiatives)
- Reduction of traffic violations (e.g. reducing speeding incidents)
- Improving efficiency in various industry supply chain
- Actively promoting skills development within the transport sector.
- Companies measuring their performance and taking responsibility for the impact of their activities.

3. Where can I get a copy of the RTMS standard?

A copy of the standard may be obtained from any of the SABS regional offices or alternatively an electronic copy can be purchased at www.sabs.co.za. If hard copies are required, please call the respective office first to ensure that stock is available.

PRETORIA	CAPE TOWN	PORT ELIZABETH	RICHARDS BAY	DURBAN
1 Dr Lategan Road	Liesbeek Park Way,	The Acres Office Park	57 Dollar Drive	15 Garth Road
012 428 7911	Rosebank	5 Nile Road,	Richards Bay	Mayville
info@sabs.co.za	021 681 6700	Perridgeville	035 901 1600	031 203 2900
		041 391 8400		

4. How long does it take to achieve RTMS certification?

The time to obtain RTMS-certification depends on how compliant a company's current processes are in relation to the RTMS standard requirements. So, if one operates a very safe and compliant business, then the time taken for certification may be 4-6 weeks. On the other hand, some companies take 4-5 months to achieve certification, with the majority of companies failing between these two extremes.

Frequently Asked Questions

5. Do I have to include all my company depots?

No. The standard allows an organisation to select/choose for which depot(s) it wishes to pursue RTMS-certification.

6. What does it cost for the RTMS audits?

This will depend on a number of factors including:

- number of sites/depots
 - number of vehicles
 - number of drivers
 - kilometres travelled
 - transport sector e.g. fuel, abnormal loads, mining, FMCG
 - long distance/local deliveries (or a combination)
 - Area of operation (cross border, national, provincial)
 - site of maintenance (OEM, contracted workshop, own workshop)
- All of the above factors will influence the number of audit-days and subsequent audit costs. The IAF management directives (MDs) are used as a guideline to determine audit days and subsequent audit costs.

7. What about the other RTMS administration costs?

In addition to the audit fees, the other administration costs include:

- RTMS licence discs - R60 per vehicle per annum (2018/19). These are sent in electronic format by the RTMS committee following the successful completion of the annual audits.
- RTMS boards (yellow diamonds) that are affixed to the vehicles only (not trailers)- R92 each (2018). These may be ordered from calvin@jcauditors.com

8. We are not the asset/vehicle owner. Can we still get RTMS-certified?

Yes, it is possible to obtain RTMS-certification even though you are not the vehicle/asset owner. The vehicle/asset owner does not matter, provided that assets/vehicles are managed in accordance with the requirement of the RTMS standard.

9. How do I submit my RTMS quarterly performance report?

The report can be submitted at www.jcauditors.com. The report is purely quantitative and the website will prompt you for required data.

10. Does my company get audited every year?

Yes, the RTMS audits are conducted annually (surveillance audits)

COMPANY
DEPOTS

COST OF RTMS
AUDITS

RTMS ADMIN
COSTS

NOT THE ASSET/
VEHICLE OWNER

PERFORMANCE
REPORT

AUDITS

Frequently Asked Questions

11. Can my company get audited more frequently?

Yes, it may be possible to face more frequent audits, if the company does not maintain the requirements of the standard e.g. public complaints regarding driver behaviour; frequent overloading at weighbridges; frequent speeding fines etc.

12. Do we have to include our sub-contractors in our RTMS certification?

No, it is not strictly required, but at your discretion.

13. How soon can I get an audit booked?

Under normal conditions a 7 day lead time is required.

14. Why are the audits conducted in 2 stages?

The SANAS accreditation process requires 2 stage audit. Stage 1 validates that the company does have the required infrastructure, resources and processes in place. Part of stage 1 may be done off-site (document review). The main (Stage 2) audit will examine in detail the various requirements, and will draw random samples of vehicles, drivers and trips in order to validate consistent implementation of the requirements.

15. Can I obtain RTMS certification as a transport broker?

No. RTMS-certification is only possible for transport operators, consignors and consignees.

16. How is SANAS involved in RTMS certification?

The South African National Accreditation System (SANAS) is a division of government (DTI) that conducts assessments of the RTMS certification body (auditors) to ensure that international accreditation requirements (ISO 17021, IAFMDs) are consistently implemented by the RTMS auditors. The SANAS accreditation of the RTMS certification bodies thus ensures the credibility of the audits and ensures that international auditing standards are applied.

17. Why are there two RTMS certificates?

The first certificate is issued by the RTMS certification body (auditors) once the audit has been successful. The RTMS national steering committee issues the final RTMS registration certificate, only after the organisation has submitted its quarterly report and complied with the administration requirements.

AUDITS MORE
FREQUENTLY

SUB-
CONTRACTORS

AUDIT BOOKING

AUDITS IN 2
STAGES

TRANSPORT
BROKER

SANAS

2 RTMS
CERTIFICATES

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JC Auditors offer SANAS accredited certification for :

