



# Certified Cold Carrier Application

**Application submittal instructions.** The application is three parts: 1) the application form, 2) Proof of conformance – the attachments for each criteria shown below, and 3) application fee. The carrier applicant must complete the criteria table found within the application form by indicating each proof of conformance attachment title and number. Further, individual proof of conformance attachments must have corresponding titles and numbering. Applications are considered incomplete without attachment titles and numbering on both criteria table and individual attachments. Applicants are encouraged to submit in electronic form – a single PDF. Paper applications are acceptable and shall be a single binder of application materials.

**Reference:** The Certified Cold Carrier Program confirms to the IRTA “Refrigerated Transportation Best Practices Guide” that provides guidance on sanitary and safe transportation of perishable products.

## 1. Company and Contact

Carrier name:	
Carrier location (corporate address):	
Carrier phone:	
Carrier website:	
DOT number:	
Number of terminals	

## 2. Carrier size and usage

Number of tractors:	
Number of trailers in service:	
Number of refrigerated trailers	
Number of employees:	<input type="checkbox"/> 1 – 50; <input type="checkbox"/> 51 – 100; <input type="checkbox"/> 101 – 500; <input type="checkbox"/> over 501
Type of service:	<input type="checkbox"/> Over-the-Road; <input type="checkbox"/> Broadline Distributor; <input type="checkbox"/> 3PL; <input type="checkbox"/> Retail Grocers; <input type="checkbox"/> Systems Distributor <input type="checkbox"/> Other

**3. Internal Assessment.** Executive Management shall designate a Carrier Assessor as the responsible party assembling the required proof of conformance as described below. The signatory of this application shall be the Carrier Assessor.

Assessor contact information:	
Assessor role within Carrier:	
Assessor e-mail:	

**4. Quality Assurance Manual.** The carrier shall maintain a quality assurance manual (QAM) that contains the proof of conformance found in the table below. All applicants shall submit their QAM to GCCA for review prior to certification award. A percentage of cold carrier applications shall be randomly selected to have their application audited. If an application is selected, the applicant will be notified to provide documentation validating required information.

**5. Criteria:**

a. Pre-Requisite Programs and Written Specifications

- i. The certified cold carrier shall have equipment selected to meet performance specifications (indicate below).

Commodity transported (check all that apply):  Fresh/chilled;  Frozen;  Ice Cream;  Temperature controlled non foods;  Other

**Quality Assurance Manual Criteria (designate attachments showing conformance)**

Criteria	Example Proof of Conformance within the Quality Assurance Manual	Attachment title and attachment number
The certified cold carrier shall maintain records of trailer inspections.	Sample trailer inspection checklist.	
The certified cold carrier shall maintain proper equipment maintenance protocols.	Policy on equipment maintenance protocols and procedures.	
The certified cold carrier shall identify shipper requirements.	Policy on identification of shipper requirements or evidence of outreach or communications with shippers on specifications.	

**Quality Assurance Manual Criteria (designate attachments showing conformance)**

Criteria	Example Proof of Conformance within the Quality Assurance Manual	Attachment title and attachment number
<b>ii. Refrigerated Trailer Sanitary and Condition Inspection</b>		
Does the carrier haul allergens? <input type="checkbox"/> Y; <input type="checkbox"/> N. The certified cold carrier shall maintain trailer allergen hauling washout procedures.	<b>If Y:</b> Sample trailer washout procedure for allergens	
Does the carrier haul bulk foods? <input type="checkbox"/> Y; <input type="checkbox"/> N. The certified cold carrier shall maintain trailer bulk food hauling washout procedures.	<b>If Y:</b> Sample trailer washout procedure for bulk food	
<b>iii. Refrigeration Unit Operating Procedures</b>		
The certified cold carrier shall have a policy requiring drivers to pre-trip trailers.	Carrier pre-trip policy.	
The certified cold carrier shall properly train drivers on food safety transport and the proper operation and utilization of the features of their fleet's transport refrigeration units.	Description of driver training program. Description of training records and training logs or example of training agenda.	
The certified cold carrier shall have pre-cool procedures.	Fleet driver manual on carrier role for pre-cool procedures.	
<b>iv. Loading Procedures</b>		
The certified cold carrier shall have procedures to verify specified temperature of trailer at time of loading.	Fleet driver manual on carrier role in monitoring temperatures.	
<b>v. Monitoring of Staged Trailers</b>		
The certified cold carrier shall monitor trailers in the staging area. <input type="checkbox"/> Y; <input type="checkbox"/> N	<b>If Y:</b> Process to identify shipper requirements and operating procedures to monitor temperature, location of staged trailers	
<b>vi. En-Route Requirements</b>		
The certified cold carrier shall monitor TRU operation during transport.	Policy on temperature monitoring method and sample temperature recording.	

**Quality Assurance Manual Criteria (designate attachments showing conformance)**

Criteria	Example Proof of Conformance within the Quality Assurance Manual	Attachment title and attachment number
Carrier shall retain temperature trip data.	Method or procedure for retaining temperature data.	
vii. Post-Trip Inspection		
The certified cold carrier shall have an established post trip inspection procedure/process.	Sample post-trip inspection report.	
viii. Record Retention		
The certified cold carrier shall retain records of the written procedures for a period of 12 months and driver training records for a period of 12 months beyond when the person identified in any such records stops performing the duties for which the training was provided.	Record retention policy	

**END OF CRITERIA**

**6. Proof of Knowledge.** Every carrier applicant shall designate a minimum of one person per terminal with supervisory responsibility to take the Proof of Knowledge.

*Commentary: Supervisors coordinate service center activities by assigning responsibilities, supervising, and evaluating service center personnel in pickup and delivery, OS&D, dock operations, inbound and outbound line haul operations and service center office operations to ensure profitability and positive employee and driver relations.*

Number or terminals:	
Supervisory personnel (Email contact for all participating with the proof of knowledge – include a separate listing if necessary):	

- 7. **Confidential statement.** The Global Cold Chain Alliance and its agents shall keep confidential all applicant and organization information (including name, address, telephone numbers, data, and other confidential records) unless authorized for release by the applicant or organization.
- 8. **Attestation.** I certify that the information contained in my application is to the best of my knowledge, accurate and truthful. I understand that any falsification in this application for the Certified Cold Carrier will be grounds for rejection, or for later revocation of any award issued. I also recognize my obligation not to reveal the contents of the CCC application and all other CCC materials.

9. **Signature block.** Carrier Assessor

Carrier Assessor:	
Assessor signature:	
Date:	

**END OF APPLICATION**