

If you are unable to go into work, call Forest City dispatch (24/7) first. We will call the client and make necessary arrangements.

Sep 2006

Volume 3, Issue 1

The Transponder

Forest City Transportation Resources (519) 652-0677
Signature Staffing Group (519) 620-1234

Special Interest :

Trailer Doors
Page 2

Customer Service
Page 2

Joint Occupational
Health & Safety
Committee
Page 2

Please note that **Time Sheets are required no later than noon Monday.** If received any later, we cannot guarantee your pay will be deposited on Friday Morning.

REMEMBER

**A CLOSE CALL IS
A WAKE UP CALL**

From the Corner Office



June of this year marked our seventh year in operation. I can hardly believe that we have been around that long. We even have employees that have been with us from the very beginning. The industry is constantly changing and always a challenge to adapt. Congratulations to all and we look forward to many more years of working together. It is hard to believe that the kids are back to school already.

Soon the snow will be flying and we will be seeing Christmas shopping flyers coming out shortly. The year just flies by. We are planning to put together a Christmas get together for all employees. Please keep posted as to the when and location. We have done a lot of new things to our website. Please check it out at www.fctri.com. Open jobs that are available are posted there and are constantly

changing. The Transponder is usually published quarterly. We are always looking for contributions and suggestions. Should you wish to include something in the Transponder please contact our Editor, Allan Babin. We will have a classified section should anyone wish to utilize it to sell any goods. Have an enjoyable fall and remember to work and drive safe.

Jeff Vannoord

New Addition to SSG

Forest City Transportation Resources & Signature Staffing Group would like to welcome **Jen Holtz** to our **Cambridge office**. Jen is our new Recruiter/Office Coordinator and brings with her 8 years experience in the Transportation industry. Please feel free to drop in to our Cambridge office or give her a call to say hi.

Joint Occupational Health & Safety Committee

By Jen Stewart, Employee Co-Chair JHSC



The Joint Health & Safety Committee (JHSC) would like to extend our appreciation to each employee for making conscience efforts to remain safe in the workplace. The committee's function is to assist in creating a safe workplace, make recommendations for health and safety improvements, and ensure compliance with regulations.

BE AWARE OF DANGER AREAS

Other drivers may not be aware of the size of your truck's blind spots. Be vigilant in watching out for vehicles in these areas.

TAKE CARE OF YOURSELF

The most important part of a moving truck is the driver. Get plenty of rest before getting behind the wheel. Eat well and stay fit. Remember, hours of service violations are serious and can threaten your livelihood or even your life.

FASTEN YOUR SEAT BELT

Buckle up for safety and control. If you are in a crash, a seat belt can save your life and those around you. A major cause of truck driver fatalities involves being ejected from the vehicle. Wearing seat belt is still the single most effective thing all drivers can do.

WORK TO HELP YOURSELF

Be the professional on the highway. Notify traffic safety agencies of crashes, unsafe drivers, unsafe roadway conditions, and other situations that can lead to crashes.

If you know of unsafe situations, tell us about it. This includes unsafe companies, drivers, roadways, and vehicles. Please tell us so we are able to help make the roads safer and your job easier.

If you experience a hazard on the job please report this regardless of how insignificant it may seem to you. This will allow us to have it corrected.

Forest City Transportation Resources

4096 Meadowbrook Drive Unit 122
London, ON
N6L 1G4
PH:(519) 652-0677
FAX:(519) 652-0748

Signature Staffing Group

36 Corydon Place
Cambridge On
N1R 7L5
PH: (519) 620-1234
FAX: (519) 620-1246

E-MAIL:

vannoord@fctri.com
wcrestman@fctri.com
ababin@fctri.com
jenh@fctri.com
recruiting@fctri.com
jennas@fctri.com
kathrynb@fctri.com

We're on the Web!

See us at:

www.fctri.com

Trailer Doors – Unnecessary Damage

There has been an increase in damage being done to trailer doors including ripping them completely off. All incidents have been preventable. Take the time to make sure that the door is secured open properly when backing up. If the door holding mechanism is broken, report it so that it can be repaired. Check your mirrors constantly to make sure the door is being held and stop immediately to check if comes on done or you suspect it is swinging freely. ***“Vigilance is the Key”***

From the GM's Desk

By Web Cressman

Jeff mentioned in his article that we post our job opportunities on our website. Check it out regularly as there may be something you or someone you know may be interested in. Remember, we have a driver referral program in place. Also located on our website are 2 very important

Customer Service

It is an interesting dilemma.

Not only are you a representative of FCTR/SSG, but also a representative of the customer that you are driving for. Your actions and attitude can have a great impact on the reputations of not only FCTR/SSG and our customers, but yours as a professional.

Remember to avoid confrontations with customers (refer them to management), remain calm and remain professional. Taking a deep breath usually helps.

forms. We are always reminding everyone to ensure that they submit time sheets and trip sheets. If you do not have any go to www.fctri.com under drivers/various forms and you will find printable versions. No paperwork, no pay. Drive Safely