

DRIVER BASICS ON PREVENTING THEFT OF REUSABLE PLASTIC TRAYS

As a commercial bakery delivery driver, you are on the front-line of the company's distribution chain – as a result –you have the responsibility to keep track of plastics. The industry uses reusable plastic trays because they are sustainable, durable, and easy to clean.

The theft of reusable plastic trays is often at the hands of illegal recyclers who will steal trays and crates for regrinding and sell the plastic pellets. Alternatively, some thieves are other businesses looking to avoid the costs of buying their own trays will use bakery trays for their own purposes. Thefts of plastic trays result in significant financial losses for the company, which can have a ripple down effect, often resulting in higher costs to the consumer for our wholesome, quality products.

TO HELP PREVENT TRAY LOSS AND THEFT, ALWAYS MAKE SURE YOU ARE EVALUATING EVERY CASE:

- C** **Collect** any reusable plastic trays that are left over from a previous delivery.
- A** **Alert** your supervisor if a second pick-up of reusable plastic trays is needed.
- S** **See** something, say something! Be on alert for unauthorized persons handling or stealing company reusable plastic trays.
- E** **Evaluate** the situation by collecting as many details about the incident as possible and report immediately to your supervisor.

If you suspect tray theft/unauthorized use of reusable plastic trays, take the following steps:

1. Let your supervisor know as soon as you suspect theft/unauthorized use of your company's trays with details of why you believe the use is unauthorized.
2. If possible and safe to do so, photograph incidents of suspected thefts. Do not enter any facilities or areas you are not already permitted to be.
3. If possible and safe to do so, try to estimate the number of trays being stolen.
4. For your safety, do not attempt to intervene in a theft or recover stolen trays on your own.
5. Unless someone's personal safety is at risk during a theft, allow your supervisor to handle contacting police/law enforcement.

If you suspect tray theft or need to alert your supervisor of a second pick-up of reusable plastic trays call _____ at _____.