

**RECEIPT**DATE 12/31/25**No.**635837

RECEIVED FROM

Zack Excavating Inc.\$1550.00One thousand five hundred fifty and 00/10 DOLLARS FOR RENT  
 FORDE-SW-1532

ACCOUNT	
PAYMENT	
BAL. DUE	

- CASH
- CHECK
- MONEY ORDER
- CREDIT CARD

FROM

46926

TO

BY

M.M.

**Zack Excavating, Inc.**

2935 South Dupont Blvd  
Smyrna, DE 19977



Office: (302) 223-6223  
Fax: (302) 223-6531

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RECEIVED

December 31, 2025

DEC 31 2025

DNREC - WHS

DNREC, Division of Waste and Hazardous Substances  
89 Kings Highway  
Dover, DE 19901

Subject: Renewal of Delaware Solid Waste Transporter Permit

Reference: Permit DE-SW-1532

Attached please find the Renewal Application for the Delaware Solid Waste Transporter Permit DE-SW-1532 which expires on 3/31/26. I have enclosed a check for \$1550.00 for a 5-year permit. If you need any further information, please call me at (302)222-3142, or via e-mail: [lisa.domfort@zackexc.com](mailto:lisa.domfort@zackexc.com).

Thanks,

*Lisa Domfort*

Lisa Domfort

Attachments – (2)



RECEIVED

DEC 31 2025

DNREC • WMS

STATE OF DELAWARE  
DEPARTMENT OF NATURAL RESOURCES  
AND ENVIRONMENTAL CONTROL  
DIVISION OF WASTE AND HAZARDOUS SUBSTANCES  
COMPLIANCE AND PERMITTING SECTION

89 KINGS HIGHWAY  
DOVER, DELAWARE 19901

TELEPHONE: (302) 739-9403  
FAX: (302) 739-5060

### SOLID WASTE TRANSPORTER PERMIT APPLICATION

Language Preference: English

**Instructions:** You must complete this application in its entirety and attach all applicable documentation.  
**(Note:** For applicants renewing an existing permit, this application requires the submission of updated information and documentation. References to material submitted under previous applications are no longer accepted.)

The application must be signed by the company owner or a corporate officer. A check or money order payable to the “**State of Delaware**” must accompany this application and be sent to:

Delaware Department of Natural Resources and Environmental Control  
Compliance and Permitting Section  
89 Kings Highway  
Dover, DE 19901

#### 1. Type of Permit

New – **SCRAP TIRES ONLY** Submit a check or money order, payable to the “State of Delaware,” in the amount of \$75.00.

New – **ALL OTHERS** Submit a check or money order, payable to the “State of Delaware” in the amount of \$350.00.

Renewal: Permit # DE-SW- 1532 Expiration Date 3/31/26

Please indicate the term for which you desire your permit to be issued. Submit a check or money order, payable to the “State of Delaware,” for the indicated permit fee.

#### SCRAP TIRES ONLY

One Year - \$75.00  
 Two Years - \$125.00  
 Three Years - \$175.00  
 Four Years - \$225.00  
 Five Years - \$275.00

#### ALL OTHERS

One Year - \$350.00  
 Two Years - \$650.00  
 Three Years - \$950.00  
 Four Years - \$1250.00  
 Five Years - \$1550.00

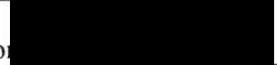
**2. Release to Public**

Do you wish to be included on the list of transporters that is provided to persons requesting a list of Delaware permitted solid waste transporters?  Yes  No

**3. Company Information**

Company Name Zack Excavating, Inc.

Location Address:	Mailing Address:
2935 S Dupont Blvd, Smyrna, DE 19977	2935 S Dupont Blvd, Smyrna, DE 19977

Contact: Dave Czachorowski Title: President  
Business Phone: 302-223-6223 Fax: 302-223-6531  
E-mail: accounting@zackexc.com  
24 hr Emergency Contact Pho 

**4. Company Ownership Information**

(a). Please indicate the company type:

Proprietorship  
 Partnership  
 Corporation - If company is a corporation, indicate city, state, and date of incorporation.

City: Smyrna State: DE Date: 3/1/1994  
 Municipality  
 Public institution  
 Limited Liability Corporation (LLC) State: \_\_\_\_\_  
 Other: (must specify) \_\_\_\_\_

(b). For each Owner, Partner, or Corporate Officer, attach a list with name, title, mailing address, date of birth, and % ownership. Include all stockholders owning greater than 5% outstanding shares.

Attachment No. 1

(c). If company is owned by or affiliated with a parent company, attach parent company name, address & mailing address, and % ownership.

Attachment \_\_\_\_\_  
 No parent company

## 5. Company locations in Delaware

List name and street address of each company location, including freight terminals, within the State of Delaware.

Attachment \_\_\_\_\_  
 No Delaware locations

## 6. Company Affiliates

List name, location and mailing addresses, nature of business relationship of all company Affiliates, which affiliates are engaged in the business of waste transport, treatment, storage, disposal, recovery or reclamation. (Affiliated companies are defined as those companies owned by the same owners, corporate officers, or parent company.)

Attachment \_\_\_\_\_  
 No affiliates

## 7. Type of Waste to be Transported

(a). Check all that apply. Refer to Delaware's *Regulations Governing Solid Waste* for definitions of waste categories.

Residential waste  
 Commercial waste (from **non-manufacturing, non-processing** businesses and offices)  
 Industrial waste (from a manufacturing or industrial process)  
 Dry waste:  construction/demolition debris  
 trees/stumps  
 other (must specify) \_\_\_\_\_  
 Ash:  municipal incinerator  
 coal ash  
 other (must specify) \_\_\_\_\_  
 Infectious waste  
 Non-hazardous petroleum-hydrocarbon contaminated soils  
 Asbestos-containing waste  
 Scrap Tires

(b). Does your company collect and transport residential (household) waste from single family homes, condominiums and apartment complexes in Delaware?  Yes  No

(c). If you answered "YES" to question 7.b., above, does your company provide recycling services to those customers?  Yes  No  N/A

(d). If you offer recycling services, does your company collect and transport the recyclables separately from the waste generated by your customers?  Yes  No

(e). If you offer recycling services, are the recyclables ultimately taken to an incinerator (waste-to-energy) or landfill?  Yes  No

## 8. Treatment, Storage, and Disposal Facilities

(a). Do you cross state lines with the waste?  Yes  No

(b). Identify in an attachment ***all*** solid waste Treatment, Storage, Disposal Facilities, Reclamation Facilities and Transfer Stations to which the waste will be transported.

Delaware Solid Waste Authority locations: (attachment) No 2  
 Clean Earth of New Castle, Inc. (thermal treatment facility for PHC-soils)  
 Delaware Recyclable Products, Inc. (dry waste, commercial, industrial, and PHC-soils )  
 Other in-state solid waste facilities, including private facilities: (attachment) \_\_\_\_\_  
 Out of state solid waste TSD facilities: (attachment) \_\_\_\_\_

## 9. Other Transporter Permits

(a). Attach a copy of your home state solid waste transporter permit. (N/A if Delaware is your home state.)

Attachment \_\_\_\_\_  
 Not applicable-No transporter permit required for these solid waste types in our home state.

(b). List solid waste transporter permits held in other states.

Attachment \_\_\_\_\_  
 No transporter permits in other states

(c). Indicate your Federal DOT number and Motor Carrier number:

DOT# 231190 MC# 2295

N/A If N/A, please provide an explanation, on the following page, as to why you are not required to have a DOT or MC number.

## 10. Proof of Financial Responsibility

The transporter must submit proof of financial responsibility as established in section 7.2.4 of Delaware's *Regulations Governing Solid Waste*. This proof may be established by a Certificate of Insurance, with MCS-90 endorsement where applicable, or by other means approved by the Department. (The Certificate of Insurance must identify the **Department of Natural Resources and Environmental Control, Compliance and Permitting Section** as the certificate holder.)

(a). Are you for-hire in interstate commerce?  Yes  No (For-Hire means you are in the business of transporting, for compensation or payment, wastes generated by a company other than your own.)

(b). Do you transport in the State of Delaware Only (Intrastate)?  Yes  No

(c). Do you transport Interstate?  Yes  No

(d). Certificate of Insurance must be attached and include minimum automobile liability coverage as follows:

	<b>FOR-HIRE INTERSTATE</b>	<b>ALL OTHERS</b>
Residential Waste	\$750,000.00 + MCS-90 <input type="checkbox"/>	\$350,000.00 <input type="checkbox"/>
Commercial Waste	\$750,000.00 + MCS-90 <input type="checkbox"/>	\$350,000.00 <input type="checkbox"/>
Industrial Waste	\$750,000.00 + MCS-90 <input type="checkbox"/>	\$350,000.00 <input type="checkbox"/>
Dry Waste	\$750,000.00 + MCS-90 <input type="checkbox"/>	\$350,000.00 <input type="checkbox"/>
Ash	\$750,000.00 + MCS-90 <input type="checkbox"/>	\$350,000.00 <input type="checkbox"/>
Infectious Waste	\$1,000,000.00 + MCS-90 <input type="checkbox"/>	\$750,000.00 + MCS-90 <input type="checkbox"/>
Non-Hazardous Petroleum Contaminated Soils	\$750,000.00 + MCS-90 <input type="checkbox"/>	\$350,000.00 <input type="checkbox"/>
Asbestos	\$1,000,000.00 + MCS-90 <input type="checkbox"/> (For Hire & Private)	\$350,000.00 <input type="checkbox"/>
Scrap Tires Only	\$350,000.00	<input type="checkbox"/> \$350,000.00 <input type="checkbox"/>

## 11. Spill Control and Safety

List all spill control and safety equipment which will be carried on each vehicle. (**Note:** Separate lists by type of vehicle and type of waste may be required.) Attach a copy of the Spill Control Plan. The Spill Control Plan **must** contain the following elements: (1) List of safety and spill control equipment carried in the vehicle, (2) Driver preventive measures, (3) Driver immediate corrective actions, (4) Company internal communications, (5) Company external communications including the **Delaware Emergency Reporting Numbers: 1-800-662-8802 and 302-739-9401**, and (6) Cleanup and decontamination measures.

✓ Spill Control Plan: Attachment No. 3

## 12. Driver Training

**IN SUMMARY OR OUTLINE FORM**, describe the procedures that your company takes to ensure that all company drivers are safe and competent drivers. Small owner-operators may describe their years of experience and driving record in lieu of a formal program.

- (a). Include requirements for special licenses (e.g. CDL, including any special endorsements), any special training received, including dates training was received (e.g. asbestos training), and any ongoing company programs. (e.g. weekly safety meetings or annual refresher courses);
- (b). Include your company procedure for periodic checks of the driver's records for moving violations, and your company policy on progressive counseling/discipline based on points;
- (c). Describe how drivers are instructed in the following:
  - (i) Knowledge of proper handling procedures for the type of solid waste being transported.
  - (ii) Familiarity with the approved accidental discharge containment plan. (Spill Control Plan)
  - (iii) Familiarity with the conditions of the solid waste transporter's permit.

✓ Driver Training, attachment No. 4

### 13. Vehicle Identification

On the form provided with this application, list **MAKE, MODEL, YEAR, SERIAL NUMBER, LICENSE PLATE NUMBER, STATE OF REGISTRATION, MANUFACTURER'S GVWR and OWNERSHIP** of all vehicles used for the transportation of solid waste. You must list both motorized and container units. (If you maintain a list of company vehicles in a computer database you may submit a print out of the vehicles provided it contains the information requested herein.)

**NOTE: You must notify CAPS in writing of any changes to information contained within this application, such as additions or deletions of vehicles, in accordance with conditions of the issued permit.**

Vehicle List Attached

### 14. Vehicle Operator Information

Is a list of all vehicle operators attached?  Yes

What tax form do you submit to the IRS for your vehicle operators?

- Form W-2
- Form 1099-Misc
- Other

### 15. Environmental Record

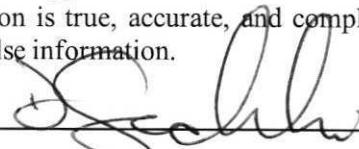
List all criminal citations, arrests, convictions, civil or administrative violations, and civil or administrative enforcement actions, and the disposition(s) thereof for the violation or alleged violation of any environmental statute, regulation, permit, license, approval, or order, regardless of the state in which it occurred. Indicate whether it was a local, state, or federal violation or alleged violation. List all such items for the applicant, and if the applicant is other than an individual, for any employee while employed by the applicant, or any partner, officer, or director of the applicant as an individual or for any former business of such partner, officer, or director. For civil or administrative violations or alleged violations, list all such items for the last five (5) years from the date of the application. Information submitted under this section is subject to verification. **Failure to submit complete and accurate information may lead to permit denial or revocation.**

- Attachment \_\_\_\_\_
- No violations within the specified time period

### 16. Certification

I certify under penalty of law that I have personally examined and am familiar with the information submitted in this application and all attachments and that, upon personal knowledge and information, the information is true, accurate, and complete. I am aware that there are significant penalties for submitting false information.

\*\*Signature



Date 12/29/2025

Print Name Dave Czachorowski

Title President

**\*\*A legal owner or corporate officer must sign the application\*\***

# **Zack Excavating, Inc.**

2935 South Dupont Blvd  
Smyrna, DE 19977



Office: (302) 223-6223  
Fax: (302) 223-6531

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## **CORPORATE OFFICERS**

**PRESIDENT:** David Czachorowski

**ADDRESS:**

**DOB:**

**% OF SHARES:**

49

**VICE PRESIDENT:** William Czachorowski, III

**ADDRESS:**

**DOB:**

**% OF SHARES:**

26

**SECRETARY/TREASURER:** Mary Ann Czachorowski

**ADDRESS:**

**DOB:**

**% OF SHARES:**

25

**Delaware Solid Waste Authority**  
**FISCAL YEAR 2026 – USER FEE SCHEDULE**  
**(July 1, 2025 – June 30, 2026)**

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**USER FEES**  
**SOLID WASTE AND CONSTRUCTION & DEMOLITION (C&D)**

Cherry Island Landfill

Solid Waste	\$80.00/ton
C&D	\$80.00/ton

Sandtown Landfill

Solid Waste	\$80.00/ton
C&D	\$80.00/ton

Jones Crossroads (Rt. 20) Landfill

Solid Waste	\$80.00/ton
C&D	\$80.00/ton

Pine Tree Corners Transfer Station

Solid Waste	\$80.00/ton
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Milford Transfer Station

Solid Waste	\$80.00/ton
-------------	-------------

Rt. 5 Transfer Station

Solid Waste	\$80.00/ton
-------------	-------------

NOTE: All Solid Waste rates listed above are for non-DDF customers and the initial rates paid by DDF customers before any applicable rebate as outlined in that customer's specific DDF contract for the above time period.

Construction and Demolition Waste (C&D) shall mean the nonhazardous component of solid waste comprised of discarded materials from construction, renovation, restoration and demolition activities and projects.

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**Delaware Solid Waste Authority**  
**FISCAL YEAR 2026 - USER FEES**  
**(July 1, 2025 – June 30, 2026)**

Minimum Charge per Vehicle	\$ 7.50/vehicle
Solid Waste	\$ 80.00/ton (without DDF)
Construction \$ Demolition (C&D)	\$ 80.00/ton
Tires (>4 passenger tires)	\$ 280.00/ton
Class 'A' Asbestos (friable)	\$ 250.00/ton & \$250.00 per load
Non-Friable Asbestos	\$ 125.00/ton (no load charge)
Collection Stations	\$ 1.00 per bag
Special Solid Waste Fee for Yard Waste mixed with MSW**	\$ 500.00 per load

\*\* DSWA shall charge the hauler a special solid waste fee of \$500.00 for each load if yard waste intimately commingled with solid waste and/or dry waste is over 10% of the entire load.



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

12/18/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERs NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER	Commercial Insurance Associates, Inc. 260 Chapman Rd Suite 100B	CONTACT NAME: Russell Tester
		PHONE (A/C, No, Ext): 610-255-5200 FAX (A/C, No): 610-255-5205
INSURED	Newark Zack Excavating, Inc. 2935 S Dupont Blvd	E-MAIL ADDRESS: julia@insurance-cia.com
		INSURER(S) AFFORDING COVERAGE
Smyrna	DE 19702 DE 19977	INSURER A : The Phoenix Insurance Company 25623
		INSURER B : Travelers Property Casualty Company of America 25674
		INSURER C : Farmington Casualty Company 41483
		INSURER D : Evanston Insurance Company 35378
		INSURER E :
		INSURER F :

COVERAGE	CERTIFICATE NUMBER:	REVISION NUMBER:
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.		
INSR LTR	TYPE OF INSURANCE	ADDL/SUBR INSD WVD
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  <input type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/> GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO- JECT <input type="checkbox"/> LOC  <input type="checkbox"/> OTHER:	
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS  <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS	
B	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE  <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$:	
C	<input type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY <input type="checkbox"/> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> Y / N <input type="checkbox"/> If yes, describe under DESCRIPTION OF OPERATIONS below	<input type="checkbox"/> N / A
D	Pollution	

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

DSWA Transporter Permit

CERTIFICATE HOLDER	CANCELLATION
DNREC, Compliance and Permitting Section 89 Kings Hwy NE  Dover	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE <i>Russell Tester</i>

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# Zack Excavating, Inc.

2935 South Dupont Blvd  
Smyrna, DE 19977



Office: (302) 223-6223  
Fax: (302) 223-6531

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## SPILL CONTROL PLAN FOR SOLID WASTE HAULERS PERMIT # DE-SW-1532

- (1) Spill control and safety equipment carried in each vehicle:
  - 1). Reflectors and/or flares
  - 2). Fire Extinguisher
  - 3). First Aid Kit
  - 4). Heavy-duty gloves, hard hat
  - 5). Flashlight
- (2) All loads will be enclosed, covered, or tarped to prevent accidental discharge of the waste during transport to the disposal facility.
- (3) The driver will perform the following pre-trip inspections:

All vehicles in use shall be checked at the beginning of each shift to assure that the following parts, equipment, and accessories are in safe operating condition and free of apparent damage that could cause failure while in use: service brakes, including trailer brake connections; parking system (hand brake); emergency stopping system (brakes); tires; horn; steering mechanism; coupling devices; seat belts; operating controls; and safety devices. All defects shall be corrected before the vehicle is placed in service. These requirements also apply to equipment such as lights, reflectors, windshield wipers, defrosters, fire extinguishers, etc., where such equipment is necessary.

- (4) If there is an accident or other emergency which causes a portion of the load to be spilled, the driver, if uninjured, will contact the following designated company coordinator: **Name:** Dave Czachorowski **Phone:** [REDACTED]
- (5) The designated coordinator will contact the state and municipal authorities where the accident occurred. If the accident or spill has the potential to cause environmental damage, (either due to the nature of the waste, location of the accident, or additional factors such as leaking oil, gasoline, or hydraulic fluid) the person contacted will notify the state emergency response team, by calling one of the following numbers:

**Delaware: 911, (302)739-9401 or 1-800-662-8802**

- (6) The designated coordinator will contract for clean-up services with another company. *(This is optional, however, if another company is to be contracted, please append a list of cleanup companies by either region or state.)*
- (7) This plan will be carried in all vehicles, along with the permit.

## **Part 7 - Fleet Safety Policy**

### ***Purpose***

The purpose is to ensure that all employees driving company vehicles operate them in a safe manner to prevent personal injury and property damage.

### ***Program Objectives***

The objectives of this Policy are to outline standards for the following elements:

- Driver Selection/Qualification
- Motor Vehicle Record Criteria
- Vehicle Maintenance and Inspections
- Accident Procedures
- Driver Training
- Vehicle Agreement

### ***Driver Selection***

Drivers must meet the following criteria in order to drive a company vehicle or use their personal vehicle for company business:

- Three years of driving experience
- Have a valid driver's license
- Meet the MVR criteria
- If using their vehicle for company business, provide copy of auto liability insurance coverage. Minimum limits are \$100,000 per person, per bodily injury and \$300,000 per occurrence.

A driver qualification file will be established for each selected driver. Components of this file include the following:

- Current copy of a valid driver's license
- Current Motor Vehicle Records Report
- Signed Company Vehicle Use Agreement
- Copies of any driver training, accident reports, etc.

## ***Motor Vehicle Record Criteria***

A formal review of the driver's Motor Vehicle Record (MVR) will be conducted during the hiring/orientation process and yearly. The purpose of this program is to measure driver performance based on incident/violation information and to determine adequate skills while operating a company vehicle.

Any driver with any of the following in the past three years does not meet our underwriting criteria and is an unacceptable driver:

- More than two moving violations in the past three years
- More than two "preventable" accidents in the past three years
- More than one accident in any one year
- Speeding over 80 miles per hour or 21 miles per hour over the posted speed limit
- Operating a motor vehicle during a time of suspension or revocation
- Operating a motor vehicle without a license
- Driving under the influence of alcohol or drugs
- Careless driving
- Negligent homicide arising out of the use of a motor vehicle
- Aggravated assault with a motor vehicle

## ***Vehicle Maintenance and Inspections/Safety***

### **Maintenance**

- All vehicles will be serviced. It is the responsibility of the driver to ensure that this is complied with.

Dump Truck	Every 10,000 miles
Diesel Trucks	Every 7,500 miles
All Others	Every 5,000 miles
- The Fleet Manager will maintain vehicle maintenance files.
- Any cargo on or in motor vehicles must be adequately stored and secured to prevent unintentional movement of the equipment which could cause spillage, damage to the vehicle, or injury to the operator.
- Any cargo on or in motor vehicles must be adequately stored and secured to prevent unintentional movement of the equipment which could cause spillage, damage to the vehicle, or injury to the operator.

### **Inspections**

Drivers shall complete a daily inspection of their company vehicle before the start of each day. This inspection will include:

- Directional signals, lights (headlights, brakes, turn signals, parking lights)

- Condition of tires
- Mirror check
- Windshield wipers
- Body and glass condition
- Safety items – fire extinguishers, flares, Accident Report Kits

Once a week, the driver is responsible for documenting the Weekly Vehicle Inspection Checklist and forwarding a copy to their Supervisor.

## **Driver Training**

Conditional drivers and drivers, who were involved in at fault accidents, may be required to attend Driver Trainings courses at their own expense. This may also be required for other drivers based on Company recommendations.

## **Fatigue Management**

### **What is fatigue?**

Fatigue has been broadly described as “a feeling of weariness, tiredness or lack of energy”. In workplace settings, it is commonly associated with nonstandard schedules, such as night shift work and extended work hours, which disrupt or shorten sleep. Fatigue can also be associated with other workplace factors such as stress, physically or mentally demanding tasks, or working in hot environments. It can stem from several different factors and its effects extend beyond sleepiness. Fatigue can slow down reaction times, reduce attention or concentration, limit short-term memory and impair judgement.

### **Training on fatigue management**

Fatigue management will be addressed in daily safety meetings. This will include monitoring working hours and work tasks of the employees to help control worker fatigue. Rest breaks are offered to aid in the control of workers fatigue. In the event an employee is suffering from fatigue, he/she will report to the manager/supervisor immediately.

## **Ergonomically Friendly Equipment**

The company will use ergonomically friendly equipment whenever possible to increase productivity and safety.

## **Operating Mobile Equipment**

Only authorized/trained personnel will operate the assigned mobile equipment. Authorized personnel will wear a seatbelt and or use whatever safety measures are installed in/on the mobile equipment while in use. All mobile equipment must be inspected prior to each use.

## **Trade Secrets**

All trade/ company secrets shall be kept confidential within the company.

# **Zack Excavating Company Vehicle Policy**

## **Policy brief & purpose**

Our company car policy describes our guidelines for using company cars. A “company car” is any type of vehicle our company assigns to employees to support their transportation needs for their jobs. Company cars belong to our company and we want to make sure our employees use them properly.

## **Scope**

This policy refers to all of our employees who are eligible to receive a company car and those who drive one as part of their daily job duties.

## **Policy elements**

### **Employees who may be assigned a company car**

Employees who are eligible to be assigned a company car fall into two categories:

- Employees who use company vehicles as an indispensable part of their jobs (e.g. truck drivers and delivery drivers).

- Employees who are given a company car as a benefit attached to their jobs.

In most cases, our company will determine which employees will be assigned company cars. Employees who aren't assigned company cars but believe they need one may discuss this with their supervisor or consult with our upper management.

We retain the right to revoke or assign company vehicles at our discretion.

### **Prerequisites to drive a company car**

Our employees are only allowed to drive a company car if they:

- Have a valid driver's license.
- Have a clean driving record for at least 2 years. This means they mustn't have been held at fault for a car accident, or arrested on charges of violating vehicle and traffic laws (e.g. driving under the influence of drugs or alcohol).

Employees will need to complete a form and submit a copy of their driver's license to be eligible for a company car.

### **Employees with disabilities**

Employees with disabilities may also be eligible for company cars and parking spaces. We're also willing to make reasonable accommodations to facilitate their company vehicle use. Employees who take medications that severely affect their sense of orientation, vision or reflexes may not be permitted to drive a company car.

### **Driver's obligations**

We expect employees who drive company vehicles to follow rules. They should:

- Drive safe and sober. Employees are strictly prohibited from operating a motor vehicle while under the influence of drugs or alcohol. This includes: a) blood alcohol level at or above the legal limit; b) illegal drugs; and c) prescription medications that cause drowsiness or other conditions that may cause impairment. Employees taking prescription medication that may impact their safety shall report this to their supervisor.
- You **MUST** notify your supervisor immediately after receiving a traffic violation, DUI or any other driver violation while using a company vehicle.
- Respect traffic laws and fellow drivers.
- If applicable, wear glasses or contacts when driving.
- Document any driving-related expenses, like fuels and tolls.

- Check their car regularly to ensure gas, tire pressure and all car fluids are at appropriate levels.
- Report any damages or problems with their assigned cars to management as soon as possible.
- Avoid double-parking, blocking entrances and engaging in other traffic violations that may result in fines.

If employees have their driver's licenses suspended or revoked, they must inform management. We'll reassign their company car until they become eligible to drive in accordance with our policy (maintaining a clean driving record for at least 2 years).

Employees who are fatigued and/or sick should avoid driving if they feel their driving ability is impaired. If sickness occurs during a business trip that requires the use of a company car, employees should take regular breaks while driving or ask management for overnight accommodations, if needed.

### **Employees are not allowed to:**

- Use company car for personal use.
- Have non-employees as passengers in company car.
- Have any minor as a passenger in company car.
- Smoke inside of a company car.
- Lease, sell or lend a company car.
- Violate distracted driving laws by using a phone or texting while driving.
- Use a company car to teach someone how to drive.
- Leave the company car unlocked, unattended or parked in dangerous areas.
- Allow unauthorized people to drive a company car, unless an emergency mandates it.

### **Accidents**

If employees are involved in an accident with a company car, they should contact management, so we can get in touch with our insurance provider. Employees shouldn't accept responsibility or guarantee payment to another party in an accident without company authorization.

Employees should follow legal guidelines for exchanging information with other drivers and call local police if accidents are serious.

### **Our company's obligations**

We want to ensure that all our employees are safe at work and preserve our company's legality. For these reasons, we'll:

- Make sure cars are safe to drive before assigning them to employees.
- Schedule periodical maintenance to ensure cars remain in good condition.
- Provide a copy of this policy to all employees who are assigned company cars.
- Insure vehicles with a reliable insurance provider.

Drivers are responsible for bringing in their company cars for any maintenance our company schedules.

We keep records of our fleet with manufacturing date and mileage. We will retire any car that's deemed too old or too high in mileage.

### **We are not responsible for:**

- Paying fines employees accumulate while driving company cars that they are responsible for (e.g. for driving too fast.)
- Bailing out employees arrested while driving company cars.

### **Disciplinary Consequences**

Employees will face disciplinary consequences if they don't follow this policy's rules. For minor offenses, like allowing unauthorized people to drive a company car or receiving more than 3 fines, we may issue reprimands and ultimately revoke the company car.

We may terminate an employee and/or take legal action as needed for more serious offenses. That can include leasing out a company car for personal financial gain, or causing an accident while driving intoxicated.

• I hereby certify that I have read and understand the Fleet Safety Policy Use Agreement and hereby agree to comply with all requirements set forth herein.

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Signature

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Date

VEHICLE INFORMATION - See Item 13 of the application.

Use this form, or other format which provides the same information, to answer the VEHICLE IDENTIFICATION requirement of the application. List all vehicles, both motorized and container (if a license plate is required on the container) to be used to haul solid waste in the state of Delaware. In addition, list the vehicle owner, owner's address, and domicile address if different from the company address provided in the application.

MAKE - MODEL - YEAR	TYPE	VIN # (Serial Number)	LICENSE PLATE # and STATE of REGISTRATION	mfgr's GVWR	OWNERSHIP
2006 Chevrolet 7500	Hook Trk	1GBM7C1366F419312	CL112791/DE	33,000	Zack Excavating, Inc.
1991 GMC Topkick	Six Wheel Dump	1GDM7H1J8MJ506237	CL96517/DE	31,200	Zack Excavating, Inc.
2006 Ford F750	Six Wheel Dump	3FRXF75TX6V251832	CL119072/DE	33,000	Zack Excavating, Inc.
2011 Dodge Ram 3500	Six Wheel Dump	3D6WZ4EL3BG513939	C57882/DE	13,000	Zack Excavating, Inc.
2020 Chevrolet Silverado MD	Six Wheel Dump	1HTKHPVK7LH195950	C90265/DE	19,500	Zack Excavating, Inc.
1998 Mack RD688S	Tri-Axle Dump	1M2P267COWMO37459	C500621/DE	73,280	Zack Excavating, Inc.
2006 Peterbilt 357	Tri-Axle Dump	1NPAL4EX96N642469	CL110853/DE	73,280	Zack Excavating, Inc.
2007 Peterbilt 357	Tri-Axle Dump	1NPAL4EX57N691072	CL111206/DE	73,280	Zack Excavating, Inc.
2017 Peterbilt 365	Tri-Axle Dump	1NPSXPEX4HD419811	CL117699/DE	73,280	Zack Excavating, Inc.
2017 Peterbilt 365	Tri-Axle Dump	1NPSXPEX2HD419810	CL117698/DE	73,280	Zack Excavating, Inc.
2017 Peterbilt 365	Tri-Axle Dump	1NPSXPEX6HD432835	CL117760/DE	73,280	Zack Excavating, Inc.
2020 Peterbilt 365	Tri-Axle Dump	INPSXPEX6LD649746	CL120483/DE	73,280	Zack Excavating, Inc.
2012 Peterbilt 365	Tri-Axle Dump	1XPSD79X5CD141499	CL124805/DE	73,040	Zack Excavating, Inc.
2016 Kenworth T880	Tri-Axle Dump	INKZXPTX7GJ478679	CL124939/DE	73,280	Zack Excavating, inc.
2008 Mack CHU613	Road Tractor	1M1AN07Y48N003502	C115606/DE	50,000	Zack Excavating, Inc.

## Zack Excavating, Inc.

2935 South Dupont Blvd  
Smyrna, DE 19977



Office: (302) 223-6223  
Fax: (302) 223-6531

## VEHICLE OPERATOR INFORMATION

## CDL Driver List

EMPLOYEE NAME