



Blue Truck Logistics
ETS2 VTC

BTL Standard Operating Procedures

BLUE TRUCK



LOGISTICS



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Conditions of Membership

The Following is a list of conditions and rules each member of the Blue Trucks Logistics Group need to adhere to and follow, no matter the grade of the member.

If you have already applied and have been accepted by HR into the group, continued membership is dependent of you willingness to accept the following terms and conditions, Failure to abide to these terms and conditions will result in actions which are outlined in section 3 of the SOP

1. **You will abide by all Blue Truck Logistics Group's Rules and Conditions of Membership at all times.**
2. **You will action and follow orders and decisions and rulings, both disciplinary and otherwise, of more senior members of staff then yourself. To appeal any decisions please read the appeals process outlined on section 4 of the S.O.P.**
3. **While a member of Blue Truck Logistics you are not to intentionally mame or hurt another member's confidence and image in the community.**
4. **Contact Details and, Including but not limited to; Email, Phone Number, Real Names and Social Media Handles are not to be passed out without the CEO's Permission.**
5. **As a member of Blue Truck Logistics you are expected to respect all opinions of other members of the group.**
6. **You are expected to bring in at least £5000 profit a week and attend at least 3 large events a month.**

The Standard operating Procedures are subject to change by the Admin Team at any time. You will be made aware of any changes via email and it will be updated on the website.



Community Rules

The Blue Truck Logistics Group is a very professional and welcoming group who want their members to feel happy in their respective positions and get more out of the game. To achieve this The Blue Truck Logistics Group have a set of community with rules that all members need to abide by, Breaking any of these rules is deemed unacceptable and any reports of rule breaking will but action upon with haste.

1. No Racism / Homophobia / Discrimination / Seclusion

The Blue Truck Logistics Group does not tolerate any discrimination against their member. Anyone who breaks this rule will be immediately dismissed and dependent of the severity of the incident the relevant authorities will be notified.

2. No Pornographic content

The group is open to all ages and because of this reason any adult content is prohibited from being shown due to legal matters of minors looking at pornographic paraphernalia, anyone who breaks this rule will be put onto review by the board of directors.

3. No Multi VTC Memberships

Being in this group is a full time commitment and we have tried to let members have multiple VTC's but we have seen that it just does not work. Upon Joining you will get a full background check of any prior VTC activity.

4. Community Courtesy

Please refrain from spamming our chats and shouting down your microphone / headset. This looks very unprofessional and annoys other members

5. No advertising

This is a platform for a VTC and any form of advertisement that is not for The Blue Truck Logistics Group is not allowed. Any advertisements for other groups, VTC's, Radio stations and Social Medias will be taken down and you will be warned.

6. Activity

As stated in the conditions of membership you need to make at least £5000 profit for the company a week and attend at least 3 events a month. If you fail to do this HR will contact you about this. Failure to respond within 3 days will result in dismissal from the group. If you need to take a Leave of Absence then you will need to fill in the form on our form site.

Failure to abide by the rules will result in a Warning, if you have been dismissed or suspended you can appeal (Please see section 5 of the SOP)



Warning System

Blue Truck Logistics Group prides itself on keeping a friendly community. So when someone breaks a rule we are not quick to kick them as we this sometime people break rules by mistake or and not informed or forget, this is why we have a warning system.

Please Note: The Warning system can be skipped depending on the severity of the incident

Blue Warning

Your Sector manager will issue you with a verbal warning about your rule breaking / behaviour. Your manager will find a way to resolve this issue. It will then be Logged in our System and go onto your record. This warning will then be reviewed 2 weeks after the log and if everything is ok and no more warnings have been issue it will be taken off the record.

Amber Warning

Your Regional Manager will contact you about a meeting to review your behaviour and make an action plan for you're to follow. It will then be logged in our System and go onto your record. This warning will then be reviewed 4 weeks after the log and if everything is ok and no more warnings have been issued you will be moved back down to a Blue Warning.

Red Warning

Your Regional Manager will inform you that a Red Warning has been issued and you will be given a meeting date to meet with a chairman of the Board of Directors (BOD) who will discuss you actions with you. They will also discuss the terms of your suspension, this can be quite short to quite long it is dependent on the severity of the incident.

Warning: Failure to attend this meeting will result in **immediate dismissal** from Blue Truck Logistics Group

Upon your return you will be assigned a behaviour mentor who will have a weekly meeting with you to discuss how you are dealing with the action plan. You will be in this mentorship program for 2 months upon then your mentor will send your case file for review from someone from the BOD. If you have made improvement you will go back to an amber warning, if not you will remain on red for another 2 weeks to then be review again. If you do not show progress after 4 reviews (3 months and 2 weeks) you will be dismissed from Blue Truck Logistics.

Please Note: The Board of Directors have the right to override the warning system at their own discretion



Appeals

Sometime you may feel like you have been wrongfully punished. This is OK. You can submit an Appeal via our Portal. These appeals are actions upon with haste and we want to make sure all our members are treated right. This is why that when an Appeal is put in it is action upon within a week. You will be notified by a member of the board if directors on the outcome.

Promotions Board

Now and again a promotion may be ready to be obtained, in this case the job spec will be posted on the website. You need to apply via the form at the under the job spec.

If you are on a warning or have been on an amber warning less than 1 month again or a Red warning less than 6 months ago you cannot apply for a promotion.

Activity

You need to be active in this group. Inactive people will be kicked without warning. You need to do at least the following

- Earn £300,000 per Month
- Attend 3 Event Per Month

If you have a valid reason on not being active please fill out a LOAA Form on our website.

Transfers

You don't like your current post? You want to try something new? Well you can apply for a transfer on our website. The transfer needs to be approved by a BOD staff member.



Social Media Policy

YouTube

Members can Upload Official Jobs to their own YouTube Channel, All videos must have the Company Intro and the video must also been checked by our social media team,

Members can also upload unofficial jobs and convoys to their YouTube channel but you must explicitly say it is unofficial and have the words "This is an Unofficial Job" at the corner of the video at all times.

If this policy is not followed the video will be taken down by our social media team.

Twitter

Members are permitted to upload screenshots of official jobs to their twitter account provided that they have the company logo on them and also state that it is not related to any real world company.

Screenshots

Any Screenshots taken from the Official Jobs published outside of the Community MUST have the company logo on the image.

Anything uploaded to social media that will put BTL into disrepute will face severe Consequences.



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www.BlueTruckLogistics.weebly.com