

Training Title

SUCCESSFUL FLEET MANAGEMENT

Training Duration

5 days

Training Venue and Dates

REF SS020	SUCCESSFUL FLEET MANAGEMENT	5 Days	25 Feb-01 Mar 2018	\$4,250	Dubai, UAE
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In any of the 5 star hotel. Exact venue will be informed later.

Training Fees

- 4,250 US\$ per participant for Public Training includes Materials/Handouts, tea/coffee breaks, refreshments & Buffet Lunch

Training Certificate

Define Management Consultancy & Training Certificate of course completion will be issued to all attendees.

Training Title

SUCCESSFUL FLEET MANAGEMENT

TRAINING OVERVIEW

Public and private-sector organizations of many types and sizes operate fleets of vehicles and motorized equipment to fulfill their missions.

Whether to meet the mobility needs of employees or customers; facilitate the delivery of goods and materials; or support manufacturing, construction, utility, public works, or other services, fleet management is a vital but often underappreciated area for many organizations. This course will give you the body of knowledge necessary to improve your current fleet planning, maintenance and management thinking. It will provide you with comprehensive and detailed information, coupled with an opportunity to discuss common challenges with your peer group of fleet management professionals.

TRAINING OBJECTIVES:

By the end of the program, participants will be able to:

- State the objectives of fleet management and the role of the fleet manager.
- Implement a fleet preventive maintenance program.
- Determine requirements for efficient workshops.
- Implement fleet safety and driver selection programs.
- Use capital budgeting techniques to perform vehicle replacement analysis.
- Optimize distribution vehicle routes.
- Implement Key Performance Indicators (KPIs) and measure performance of the fleet.

WHO SHOULD ATTEND?

- Fleet managers and coordinators,
- Maintenance managers and supervisors,
- Transportation planners,
- Fleet safety managers,
- Operations managers.

TRAINING METHODOLOGY:

A highly interactive combination of lectures and discussion sessions will be managed to maximize the amount and quality of information and knowledge transfer. The sessions will start by raising the most relevant questions, and motivate everybody find the right answers. You will also be encouraged to raise your own questions and to share in the development of the right answers using your own analysis and experiences. Tests of multiple-choice type will be made available on daily basis to examine the effectiveness of delivering the course.

All presentations are made in excellent colorful power point. Very useful Course Materials will be given.

- 30% Lectures
- 30% Workshops and work presentation
- 20% Group Work & Practical Exercises
- 20% Videos & General Discussions

COURSE CONTENT:

Introduction to Fleet Management
Definition of Fleet Management
Objectives and Costs of Fleet Management
Fleet Manager Profile
Fleet Maintenance Management
Roles and Responsibilities in Maintenance
Preventive Maintenance Inspection
Scope of Preventive Maintenance Programs
Unscheduled Maintenance and Road Calls
Tire Selection and Management
Parts and Supply Management
Vendor versus In-House Maintenance
Workshop Management
Workshop Layout and Tools
Computing Workshop Productivity
Facility and Bay Space Requirements
Fleet Safety Management
Elements of a Safety Program
Reasons for Accident Prevention
Driver Selection Criteria
Fleet Skill Tests
Road Accident Types
Vehicle Selection and Replacement
Vehicle Selection Criteria
Own or Contract Analysis
Vehicle Replacement Analysis
Capital Budgeting Techniques
Transportation Planning and Management
Transportation Fundamentals and Optimization
Factors Affecting Transportation Decisions
Network Design Options
Routing of Distribution Vehicles
Possibilities Today – Tomorrow
Fleet management systems
Vehicle tracking systems

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Planning as a tool
How to manage customer expectation
Cost control and performance improvement
Measuring and Improving Fleet Performance
Fleet Measurement System
Transportation Costs and Cost Ratios
Transportation Asset Productivity
Financial and Quality Indicators
Cycle-Time Indicators
Measuring and Improving Fleet Utilization

Case Studies, Last Day Review, Discussions & Pre & Post Assessments will be carried out.



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