

## Fleet Management Course Details

Department: Procurement & Supply Chain Management

Presented by Magna Skills Development Institute

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## Course Summary

Transportation activities can account for over 70% of an organization's supply chain costs. Thus, it is vital that an organization gets the transportation function right, whether its ambition is to meet personnel mobility needs or to execute the delivery of goods and materials. In this course, we will examine the transportation function in a holistic manner. We start by outlining the requirements of successful fleet maintenance programs and workshops. We then describe the components of stringent fleet and driver safety programs and experiment with different capital budgeting and distribution routing techniques. We conclude with a thorough explanation of key fleet performance measures.

## Course Objectives

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

## Course Outline

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### Introduction to fleet management

- Definition of fleet management
- Objectives of fleet management
- Costs associated with fleet management
- Maximizing customer service
- Fleet manager profile

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### Fleet maintenance management

- Roles and responsibilities in maintenance
- Benefits of preventive maintenance inspections

- Scope of preventive maintenance programs
- Unscheduled maintenance
- Road calls
- Tire selection and management
- Parts and supply management
- Vendor versus in-house maintenance

- **Workshop management**

- Workshop layout
- Workshop tools
- Computing workshop productivity
- Facility requirements
- Bay space layout

- **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 and distribution planning**

- Transportation fundamentals and optimization

- Factors affecting transportation decisions
- Network design options
- Routing of distribution vehicles

## Measuring and improving fleet performance

- Fleet measurement system
- Transportation costs
- Cost ratios
- Transportation asset productivity
- Financial and quality indicators
- Cycle time indicators
- Measuring and improving fleet utilization

  
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**Our Mission:** To provide world-class training solutions that equip professionals with the expertise needed to excel in their careers and contribute meaningfully to their organizations.

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- **Integrity** – Upholding the highest ethical standards in all our engagements.
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- **Collaboration** – Partnering with industry experts and institutions to provide the best learning opportunities.

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We use a blended learning approach that includes instructor-led training, case studies, workshops, and post-training support.

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- Experienced Trainers
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- Proven Track Record

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Last Name:	Training Venue:
Mobile:	Month:
Email:	Training Method: Online[ ____ ] Face to Face [ ____ ]
Company Name:	Duration:
Country:	Number of Staff Members:

By signing this agreement, both parties confirm their commitment to the terms outlined in this proposal.