

# GULF INSTITUTE



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# CILT Certificate in Fleet and Transport Management

## Why Attend

- Transportation activities can account for over 70% of organizational 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 Methodology

- This course uses a variety of individual exercises, team exercises and case studies. It also leverages a series of videos portraying the latest transportation management systems.

## Course Objectives

By the end of the course, 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
- 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

## Target Audience

- Fleet managers and coordinators, maintenance managers and supervisors, transportation planners, fleet safety managers and operations managers.

## Target Competencies

- Fleet management
- Fleet maintenance
- Transportation safety
- Capital budgeting
- Distribution routing
- Performance management

### Introduction to fleet management

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

### 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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