

Fleet Safe NZ Driver Training
August 2010

FLEETSAFE NZ
VEHICLE AWARENESS & DRIVER SAFETY

 **GSB SUPPLYCORP**
PROCUREMENT SERVICE PROVIDER


BOOMROCK

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1 OBJECTIVES AND DELIVERABLES

1.1 Executive Summary

To place an employee behind the wheel of any vehicle represents one of the biggest risks of injury and death in the workplace for any business. Organisations have a legal duty of care to take all reasonable steps to ensure their employees are not put at unnecessary risk. It can now be proven that the benefits of driver training with an emphasis on old versus new technology correlates to risk mitigation, lower business costs and safer drivers which ultimately leads to saving lives.

FleetSafe NZ is a joint venture business developed between GSB Supplycorp Limited (GSB) and BoomRock. GSB is a strategic procurement company with 108 contracts across 16 key spend areas including fleet related goods and services. BoomRock is a high end event management company that has built a test track facility and has developed tools driven by GPS technology to measure driver reaction times and actual fuel efficiency in real time to assist in the education and management of driver behaviour.

1.2 Objectives

- Provide vehicle driver training that provides staff with the necessary skills to drive safely and that complements the significant financial investment made in a vehicle fleet.
- Make the drivers aware of the safety technology in the vehicles they are operating.
- Encourage improvements in fuel efficiency by staff improving their driving behaviour.
- Educate using technology, current and minimum reaction times to avoid emergencies stops and to discourage following to close.
- Meet its health and safety obligations as a good employer.
- Complete four “Core Driving” unit standards
- Reduce fleet and HR costs by reducing numbers of accidents, fuel spend insurance and servicing costs.

1.3 The Services

FleetSafe NZ will run training courses, and will undertake the following:

- Develop an agreed and tailored content and format for the training which will reflect the specific requirements;
- Book suitable venues for the training;
- Arrange for all required facilities to be made available for participants;
- Ensure appropriate vehicles are made available;
- Arrange for professional driving instructors to deliver the content (both theory and practical);and
- Provide an understanding of the application and benefits of safety features such as ESP, ABS and traction control.
- Record data for future analysis
- Provide company and individual reports

1.4 Virtual Risk Manager (VRM) - Fleet

Virtual Risk Manager – Fleet is a fleet risk management software package. It provides organisations with the tools to turn their management of road safety into a proactive programme to identify and mitigate risk rather than react after the accident has taken place. Virtual Risk Manager is unique in combining:

- Safety culture development;
- Risk assessment;
- Risk management; and
- Risk reduction tools.

With different sets of data inputs including audits, driver profiles, licence checks, incident and crash data, risk assessment and training, **Virtual Risk Manager – Fleet** will assist in identifying most “at risk” driver groups and individuals, and deliver a range of targeted and cost effective risk reduction interventions.

1.5 NZQA Unit Standards

As part of the driver training programme, drivers will complete four NZQA Unit Standards. These are listed below:

- NZQA Unit Standard 3462 – Demonstrate Knowledge of Traffic Law;
- NZQA 20969 – Demonstrate Procedures When A Light Motor Vehicle Has Broken Down (wheel change, etc);
- NZQA Unit Standard 17676 – Carry Out A Pre-Drive Vehicle Check On A Light Motor Vehicle, Start It Up and Shut Down;
- NZQA Unit Standard 3469 – Apply Control In Driving Light Motor Vehicles (Emergency stopping, etc).

1.6 Reaction Time Test

Each driver will be tested on their reaction times to emergency situations at the beginning and end of the practical stage, the improvements or otherwise will be included in the drivers report.

1.7 Fuel Efficiency Test

Each driver will be tested on their effective fuel efficiency at the beginning and end of the practical stage, the improvements or otherwise will be included in the drivers report.

1.8 Outcomes

Listed below are the outcomes from this engagement:

- Anti Brake Skid (ABS) and Electronic Stability Programs (ESP) demonstrations and applications
- Improved driver understanding of driver safety and vehicle awareness;
- Improved driver understanding of fuel efficiency (fuel efficient drivers are safer drivers);
- Decreasing insurance premiums;
- Improvement in bottom line due to reduced fleet costs; and
- Referrals to 2nd tier courses that focus on specific driver requirements discovered through this course.

1.9 Report

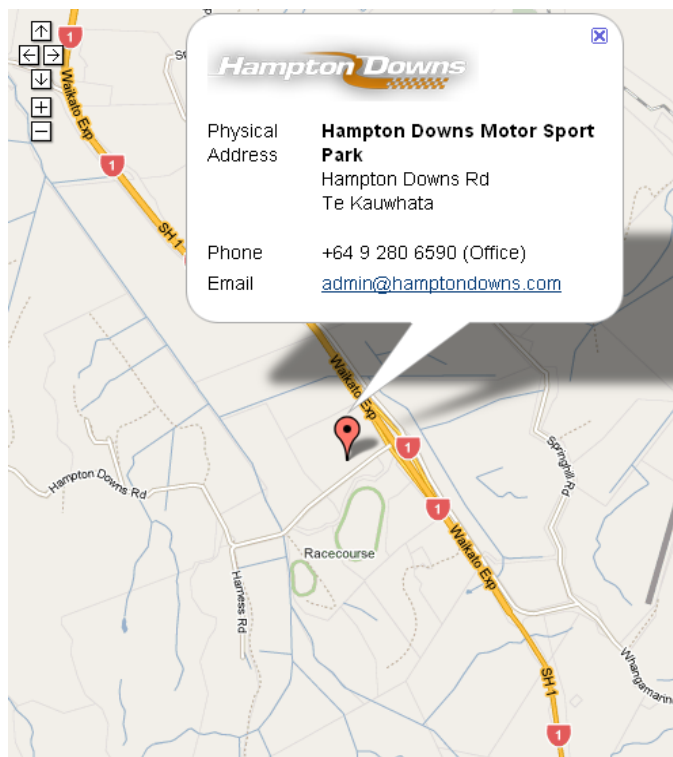
Listed below are the report outputs:

- Virtual risk assessment outcome;
- Rode code pass or fail including score;
- Reaction times;
- Fuel efficiency % improvements or otherwise, correlated back to your total fuel use;
- Individual and company scores; and
- Next steps

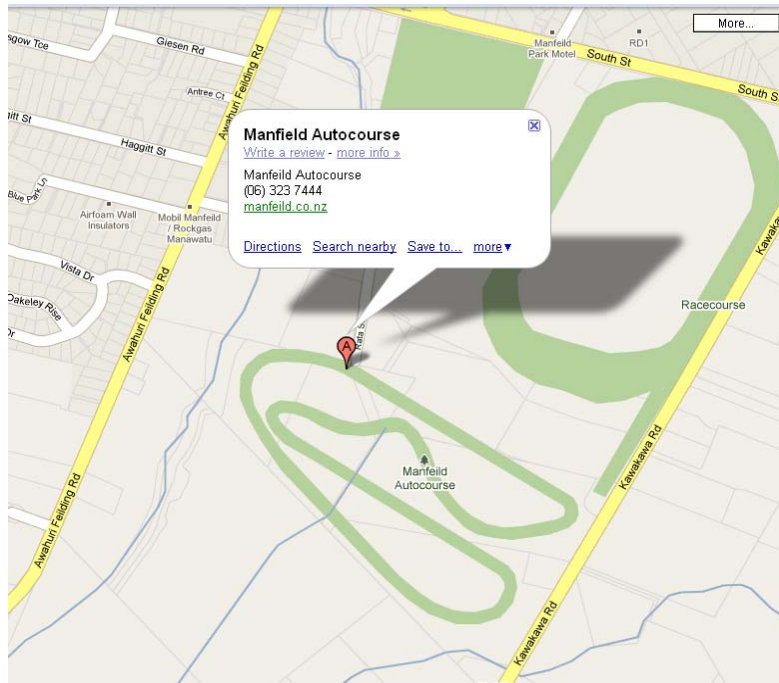
1.10 Venues

A calendar detailing FleetSafe NZ training will be provided at the following locations and bookings will be made that reflect the client's requirements.

Auckland/Hamilton - Hampton Downs race course



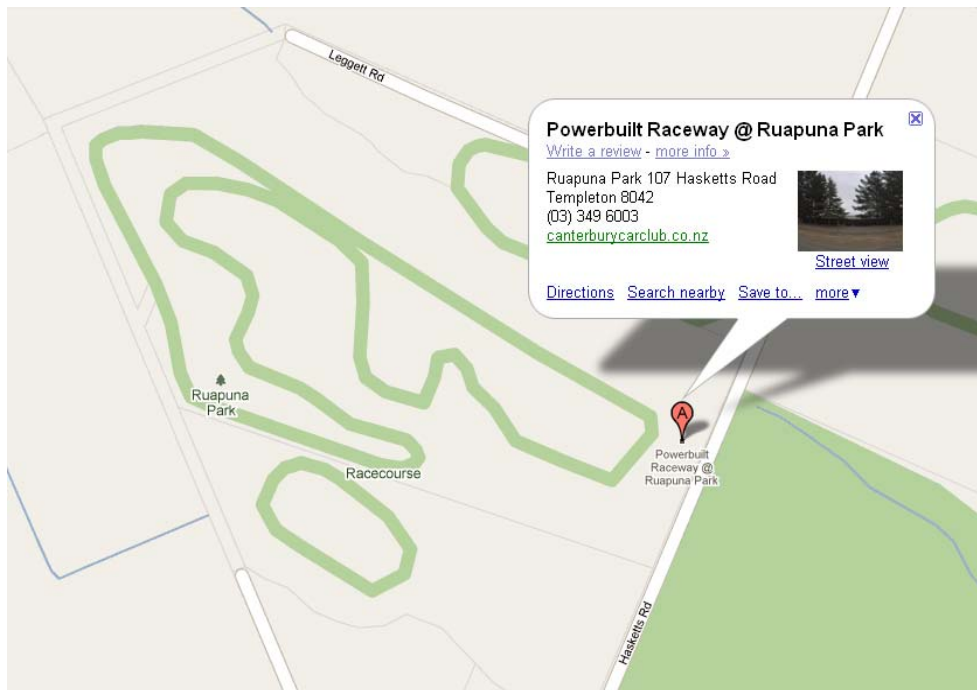
Manawatu - Manfield race course



Wellington - BoomRock

Transfers from the city will be provided free of charge

Christchurch - Ruapuna race course



1.11 What we will need to know for the report production

- How many litres of fuel are currently consumed per month/year?
- What is your total fleet size by:
 - Passenger?; and
 - Commercial?
- How many drivers in total?
- Where are your offices located?
- Do you work with anyone currently?
- Do you have a vehicle policy?

Please go to our website www.gsb.co.nz to see the driver training video.

2 DELIVERABLES

2.1 Deliverables

The deliverable from this engagement will be “Vehicle Awareness and Driver Training Course”.

ACTIVITY

Car Programme

The content is split as follows:

Registration on line

- Full driver details.
- Current licence check.

Virtual Risk Manager

- Annual licence per driver.
- Online assessment.
- Report.

Theory - DVD

- An in-depth educational DVD. There is a focus on:
 - Fuel economy;
 - ABS, EBD (ESC, ESP); and
 - General driver safety.
- The DVD will address driving to enhance fuel efficiency and what to do if you are first on the scene of an accident.

Theory – Traffic Law

- Demonstrate knowledge of traffic law (road code)
- Questions on traffic law.
- Driver licence multiple choice theory test and 4 verbal questions.
- NZQA Unit Standard 3462 – Demonstrate Knowledge of Traffic Law.

Practical – Vehicle Evaluation

- Vehicle evaluation including
 - Tyre change;
 - Fuel;
 - Oil;
 - Water; and
 - Tyre pressure.
- Pre vehicle check on light motor vehicle.
- Demonstrate procedures when a light motor vehicle has broken down.
- NZQA Unit Standard 20969 – Demonstrate Procedures When a Light Motor Vehicle Has Broken Down (wheel change, etc).
- NZQA Unit Standard 17676 – Carry Out A Pre-Drive Vehicle Check On A Light Motor Vehicle, Start It Up and Shut Down.

Practical - Driver Training

- The effective fuel efficiency of the driver is measured real time, to calculate and report driver performance.
- Hands on vehicle awareness and driver education.
- Driver set up and controls of vehicle explained.
- Apply control to a motor vehicle focussing on vehicle awareness (ESP and ABS), reaction times and general driver safety.
- Use of the Reaction Tester. A safety device to increase driver alertness and emphasises the importance of following distances and speed. Times are calculated and reported.
- NZQA Unit Standard 3469 – Apply Control in Driving Light Motor Vehicles (Emergency stopping, etc).

Report

- Virtual risk assessment outcome.
- Rode code pass or fail including score.
- Reaction times.
- Fuel efficiency % improvements or otherwise, correlated back to your total fuel use.
- Next steps.

2.2 Investment

The prices listed below exclude GST and disbursements but includes all GSB internal resources required to deliver these results.

Assessment of NZQA Unit Standards is undertaken and charged by a 3rd party and is included for information purposes only.

ACTIVITY	
Virtual Risk Manager (VRM)	<u>Cost Per Driver</u>
Unit Standard Assessment	\$450.00
Driver Training	
Credit Registration Fee	\$22.00

*You can sit both courses and not apply for the unit standard assessment.

GSB will look to match client numbers and available dates to achieve the service. This might mean that your organisation shares the session with other clients, but the course remains the same.

3 STATEMENT OF WORK

Client:	
Contact:	
Position:	
GSB Contact:	Jack Gordon-Crosby
Position:	General Manager
Telephone:	+64 21 84 77 66
Client P/O Number:	
SoW Number:	
SoW Name:	Driver Training
Cost:	Based on number of drivers
Approved:	
Date:	