



FLEETSAFE NZ
VEHICLE AWARENESS & DRIVER SAFETY

FleetSafe NZ Driver Training

July 2011

SAVE MONEY • SAVE TIME • REDUCE RISK

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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 or harm. It can now be established that the benefits of driver awareness 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 collaborative venture between GSB Supplycorp Limited (GSB) and Boomrock Lodge Limited. 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 vehicle telematics technology to electronically measure driver reaction times and actual fuel efficiency in real time to assist in the awareness and management of driver behaviour.

1.2 Objectives

- Provide appropriate driver awareness training that educates staff with the necessary skills to drive safely and that complements the significant financial investment made in a vehicle fleet.
- Increase driver's awareness of the latest safety technology in the vehicles they are operating.
- Encourage improvements in fuel efficiency driving styles by staff improving their driving behaviour and reducing cost.
- Educate using technology, current and minimum reaction times to avoid emergencies stops and to encourage safer following distances.
- Meet its health and safety obligations as a good employer.
- Complete three "Core Driving" unit standards, as a demonstration of the companies obligations towards occupational safety and health "OSH" and encourage "Best Practice Procedures" as recognised by Accident Compensation "ACC"
- Reduce fleet and HR costs by reducing numbers of accidents, fuel spend insurance and servicing costs.

1.3 The Services

FleetSafe NZ will run driver awareness programs, 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 trainers 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 driver behaviour data for future analysis
- Provide company and individual reports

1.4 Virtual Risk Manager (VRM) - Fleet

Virtual Risk Manager – Fleet is an online 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 eDrive

eDrive is a learning system for practicing the life-saving skills of traffic awareness, hazard perception and how to deal with risky stuff, all from the safety of your computer. eDrive consists of over 100 real-life driving situations filmed on NZ roads with you right in the driver's seat.

Clicking on hazards as they appear, answering questions on what you have seen and practicing road commentary are just a few ways that eDrive helps drivers become safer behind the wheel.

Complete the first module (Visual Search – Situation awareness) online prior to attending the course.

1.6 NZQA Unit Standards

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

- 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, Fire Extinguisher Training, Start It Up and Shut Down;
- NZQA Unit Standard 3469 – Apply Control in Driving Light Motor Vehicles (Emergency stopping, etc).

1.7 Reaction Time Test

Each driver will be electronically 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.

1.8 Fuel Efficiency Exercise

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

1.9 Outcomes

Listed below are the outcomes from this engagement:

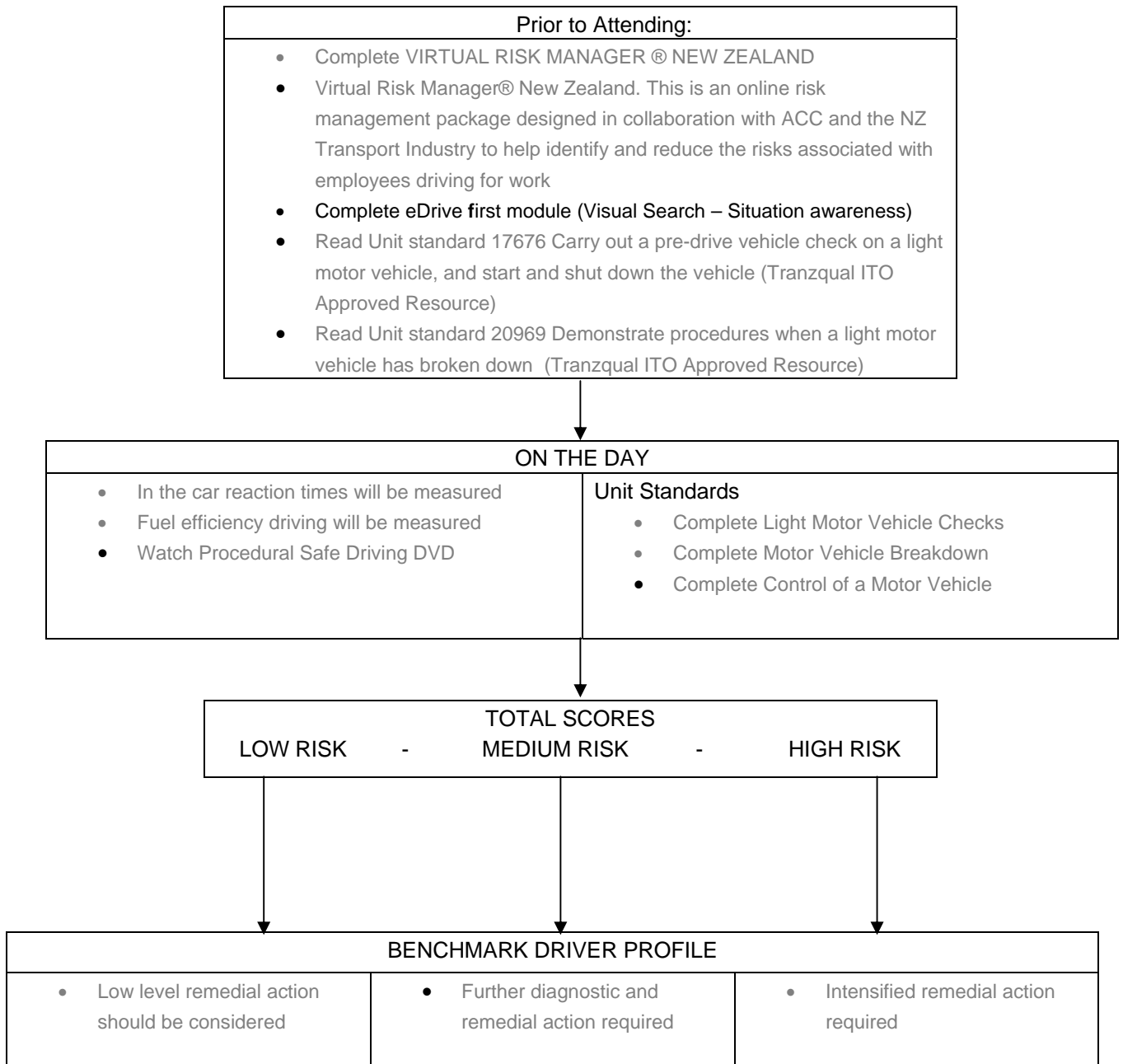
- Anti Brake Skid (ABS) and Electronic Stability Programs (ESP) demonstrations and applications
- Improved driver understanding of driver safety and vehicle safety technology;
- Improved driver understanding of fuel efficiency (fuel efficient drivers are safer drivers)
- Reduced and more stable insurance premiums and excess costs, a reduction in downtime and administration relating to claims events and higher maintenance requirements due to poor driving and the reduced potential for reputational/brand damage
- Improvement in bottom line due to reduced fleet costs; and
- Referrals to 2nd tier remedial action that focuses on specific driver requirements identified through this program

1.10 Report

Listed below are the report outputs:

- Virtual risk assessment outcome;
- eDrive outcome;
- Reaction times;
- Fuel efficiency % improvements or otherwise, correlated back to your total fuel use;
- Individual and company scores; and
- Recommended Next steps

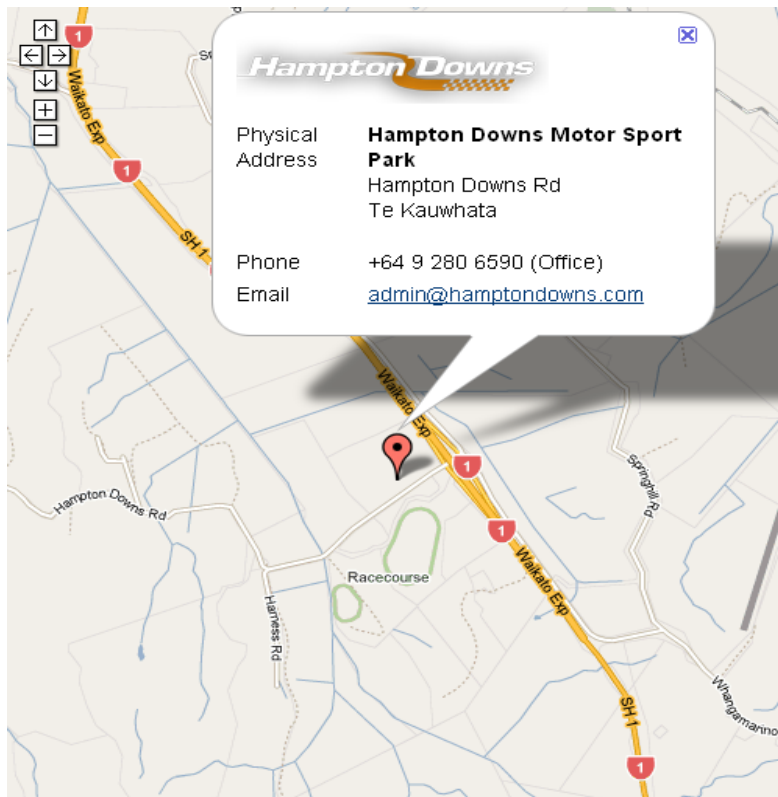
1.11 Training Map and New Zealand Qualification Unit Standard Base



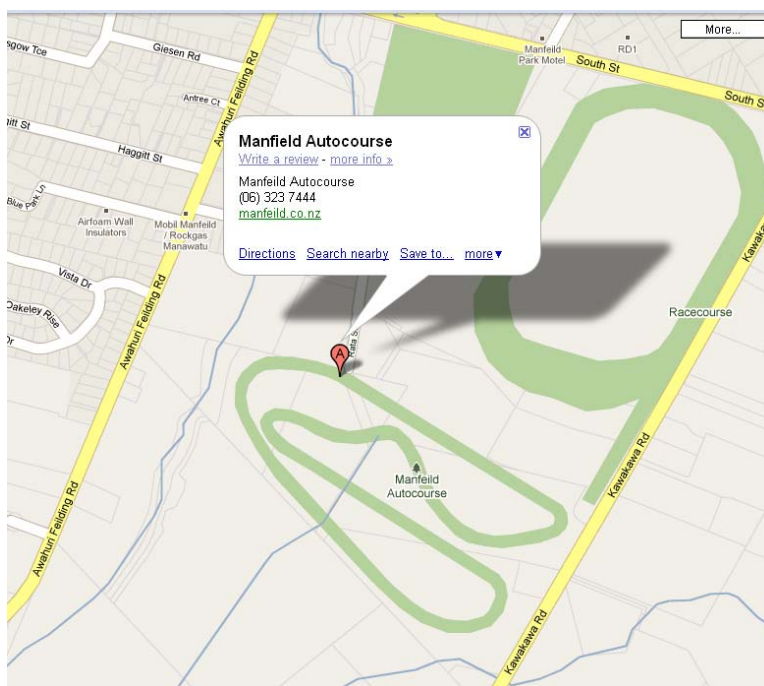
1.12 Venues

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



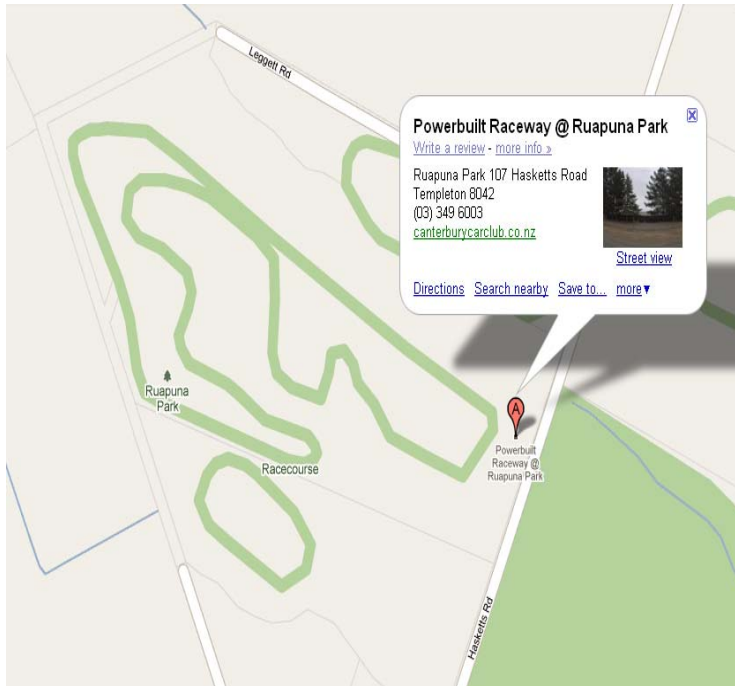
Manawatu - Manfield race course



Wellington - Boomrock

Transfers from the city will be provided free of charge

Christchurch - Ruapuna race course



1.13 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?
- Do you have a vehicle policy?

1.14 Online Registration URL

Please follow the following URL to register for training:

<http://www.swiftpage4.com/conexa01.GSBHELP/SurveyDriverTraining/Survey.aspx>

Please visit our website www.gsb.co.nz to see the driver training video. Should you have any queries or specific training requirements, please contact:

Jack Gordon-Crosby
GM - Motor Vehicles
+64 4 916 8711
+64 21 847 766
jack@gsb.co.nz

or

Shar Amner
Fleet Category Specialist
+64 4 913 1740
+64 27 258 0078
shar.amner@gsb.co.nz

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.
 - Fire Extinguisher Check
- 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.
- Road 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 * (Standards application charged separately)	\$450.00
Driver Training	
Driver Assessment	

*You will sit the courses and need 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:	
Service Name:	Vehicle Awareness and Driver Training
Cost:	Based on number of drivers \$ ex GST (Excluding unit standards fees)
Approved:	
Date:	