**MAWA EVENTS**

**Address:** No. 857, Block A2. Leisure Commerce Square - No 9., 46150 Petaling Jaya, Selangor, Malaysia

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# VEHICLE FLEET DEVELOPMENT & MANAGEMENT PROGRAM

*""Optimizing Fleet Performance, Safety, and Lifecycle Costs Through Strategic Management""*

## Schedule

| Date | Venue | Fees (Face-to-Face) |
|---|---|---|
| 07 – 11 Sep 2026 | Dubai, UAE | USD 3495 per delegate |

► **Available delivery methods:** Face-to-Face & Online Training

## Introduction

Fleet operations are a vital part of transportation, logistics, and service delivery systems across industries. Ineffective fleet management leads to high operational costs, reduced service quality, and safety risks. This course provides a strategic and operational framework for planning, managing, and improving vehicle fleets of any size.

Through real-world examples and practical exercises, this 5-day program equips professionals with the tools to manage procurement, maintenance, fuel consumption, route optimization, compliance, and lifecycle costs. Participants will leave with actionable strategies to improve fleet efficiency, reduce downtime, and extend asset value.

## Objectives

**By the end of this course, participants will be able to:**

- Develop and implement a comprehensive vehicle fleet management strategy.
- Optimize fleet size, utilization, and asset lifecycle costs.
- Apply preventive maintenance and repair strategies.
- Analyze key performance indicators (KPIs) and benchmark operations.
- Improve safety, compliance, and driver behavior management.
- Integrate technology for route planning, tracking, and reporting.

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## Why Attend

- Gain a 360-degree view of strategic and operational fleet management.
- Learn how to reduce fleet-related costs through data-driven decision-making.
- Build a preventive maintenance schedule to reduce breakdowns and delays.
- Improve route planning and fuel efficiency through smart tools.
- Strengthen driver accountability and safety protocols.

## Target Audience

**This program is designed for:**

- Fleet and transport managers
- Logistics and operations supervisors
- Maintenance and technical support officers
- Procurement and asset managers
- Government and municipal fleet administrators

## Individual Benefits

**Key competencies that will be developed include:**

- Fleet performance analysis and reporting
- Maintenance planning and vendor coordination
- Safety and compliance audit readiness
- Fuel, route, and cost optimization
- Lifecycle management and asset planning

## Organizational Benefits

**Upon completing the training course, participants will demonstrate:**

- Increased vehicle uptime and extended asset life
- Reduced maintenance, fuel, and administrative costs
- Stronger compliance with safety and environmental standards
- Streamlined operations and improved customer service
- Better risk and resource management across fleet operations

## Instructional Methodology

**The course follows a blended learning approach combining theory with practice:**

- Lectures – Fleet models, KPIs, and industry benchmarks
- Group Exercises – Route analysis, maintenance planning, and fleet costing
- Templates – Fleet scorecards, service logs, inspection forms
- Workshops – Policy review, asset tracking, and utilization studies
- Case Studies – Successful and failed fleet programs
- Peer Dialogue – Sharing lessons from diverse fleet environments

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## Course Outline

### Detailed 4-Day Course Outline

Training Hours: 7:30 AM – 3:30 PM Daily Format: 3–4 Modules | Coffee breaks: 09:30 & 11:15 | Lunch Buffet: 01:00 – 02:00

**Day 1: Fleet Strategy and Operational Overview**

- **Module 1: Introduction to Fleet Management (07:30 – 09:30)**
- Role of fleet in logistics and service delivery
- Centralized vs. decentralized fleet models
- Aligning fleet goals with business objectives
- **Module 2: Fleet Planning and Vehicle Selection (09:45 – 11:15)**
- Determining fleet size and composition
- Vehicle types, specs, and procurement criteria
- Cost-benefit analysis for new vs. replacement vehicles
- **Module 3: Lifecycle Costing and Asset Management (11:30 – 01:00)**
- Capital and operating cost components
- Replacement planning and resale timing
- Total cost of ownership and fleet ROI
- **Module 4: Case Review – Fleet Budgeting Challenge (02:00 – 03:30)**
- Develop a basic lifecycle plan with budget inputs

**Day 2: Maintenance, Repairs, and Vendor Oversight**

- **Module 5: Maintenance Management Strategies (07:30 – 09:30)**
- Preventive vs. reactive maintenance
- Scheduling, logging, and maintenance tracking
- KPIs: downtime, cost per km/hour, maintenance backlog
- **Module 6: Workshop – Maintenance Planning Simulation (09:45 – 11:15)**
- Prepare a preventive schedule for mixed fleet types
- Analyze vendor and in-house service tradeoffs
- **Module 7: Outsourcing and Vendor Performance (11:30 – 01:00)**
- Selecting and evaluating third-party providers
- Contract terms and performance SLAs
- Fleet maintenance audits and inspections
- **Module 8: Fleet Management Software Tools (02:00 – 03:30)**
- Features of FMIS (Fleet Management Information Systems)
- Sample system walkthroughs: maintenance, fuel, tracking
- Data consolidation and dashboard reporting

**Day 3: Fuel, Utilization, and Route Optimization**

- **Module 9: Fuel Management Systems (07:30 – 09:30)**
- Fuel tracking tools and purchase controls
- Fuel efficiency KPIs and analysis
- Reducing theft and untracked usage
- **Module 10: Route Planning and Vehicle Utilization (09:45 – 11:15)**
- Dispatch planning and route optimization tools
- Improving vehicle-to-load matching
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Managing overuse, underuse, and idling

- **Module 11: GPS and Telematics Integration (11:30 – 01:00)**
- GPS setup, alerts, and performance monitoring
- Real-time tracking for delivery and dispatch
- Telematics reporting and behavior coaching
- **Module 12: Workshop – Efficiency Gains Simulation (02:00 – 03:30)**
- Identify improvement opportunities in a route + fuel data case

**Day 4: Safety, Compliance & Risk Mitigation**

- **Module 13: Driver Safety and Compliance Programs (07:30 – 09:30)**
- Training, licensing, and driver performance metrics
- Managing incidents, violations, and legal risks
- Creating a culture of road safety
- **Module 14: Regulatory and Environmental Requirements (09:45 – 11:15)**
- Vehicle inspections, emissions standards, and reporting
- Industry-specific compliance: transport, oil & gas, public sector
- Integrating ESG goals with fleet operations
- **Module 15: Accident and Risk Management (11:30 – 01:00)**
- Insurance planning, deductibles, and claims
- Root cause analysis of accidents and breakdowns
- Risk registers and mitigation plans
- **Module 16: Fleet Safety Program Design (02:00 – 03:30)**
- Create a team safety plan and policy checklist

**Day 5: Performance, Reporting & Fleet Optimization**

- **Module 17: Fleet KPIs and Dashboards (07:30 – 09:30)**
- OTIF, availability, utilization, cost/km
- Building monthly dashboards and variance analysis
- Reporting to senior leadership
- **Module 18: Continuous Improvement and Policy Development (09:45 – 11:15)**
- Reviewing and updating policies, manuals, and SOPs
- Feedback loops and staff engagement
- Benchmarking against high-performing fleets
- **Module 19: Strategic Review and Investment Planning (11:30 – 01:00)**
- Linking fleet to business strategy
- Identifying cost-saving and service-enhancing upgrades
- Justifying capital investment to executives
- **Module 20: Course Wrap-Up and Certification (02:00 – 03:30)**
- Action planning and peer feedback
- Summary of key takeaways and certificate ceremony

## Certification

Participants who complete the program will receive a **Certificate of Completion in Vehicle Fleet Development & Management,** recognizing their ability to plan, lead, and optimize fleet operations with a focus on efficiency, safety, and strategic alignment.

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## Why Choose MAWA Events

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