



UPDATED! THE FLEET MANAGER'S CHECKLIST: THE FINAL COUNTDOWN (FOR AOBDRS)

On December 16, carriers using Automatic On-board Recording Devices (AOBRDs) must complete their transition to ELDs or risk facing severe penalties and violations like having vehicles placed out-of-service and strikes against their CSA scores. Zonar has updated its easy-to-use checklist for carriers that have yet to make the change. The clock is ticking but fortunately, fleet managers still have time to make a smart and informed decision on the best vendor for their needs!



AUGUST – SEPTEMBER 2019: ASSESS & EXPLORE

Assess your organization's gaps and needs:

- Conduct a vehicle check and note which vehicles need an upgrade.
- Review your records and list existing issues that can be solved by digital record keeping and tracking.
 - How many failed roadside inspections has your organization had in the past year?
 - What behaviors or equipment problems have negatively impacted your business?

Explore vendor options based on their experience:

- Ask trusted partners and colleagues in the industry which ELD vendors they recommend.
- Make sure you know the following about potential vendors:
 - How long have they been in the industry?
 - Do they offer other products and services beyond ELD?
 - What sort of ELD preparation materials or resources do they offer? Do they have videos, how-to guides, webinars or workshops?
 - What sort of customer service do they offer? Are they available in emergencies or only during business hours?
 - Will they share their FMCSA Data Transfer Summary Report?
 - Can they adapt or scale their solution to your business needs?
- If your fleet crosses the Canadian border, will your solution comply with the Canadian ELD Mandate?
 - Will they guarantee compliance once the mandate goes into effect in 2021?
- What kind of training do they offer for your operators and handlers?



SEPTEMBER – OCTOBER 2019: PURCHASE & IMPLEMENT

Once you feel confident with a vendor, make sure you do the following before purchasing and implementing their solution:

- Review a potential ELD vendor's contract or service level agreement carefully – invite Legal counsel to review when possible.
- Have the vendor provide a calendar of activities and owners so you can prepare operators and stakeholders for implementation.
- Secure at least 90% agreement on an ELD vendor with key stakeholders within your company.
- Schedule vendor training sessions with all operators and handlers. Training is the key to success, operators need to know how to use the ELD.

Your vendor should be able to update or provide support for updating all vehicles in your fleet within an agreed upon timeframe. Once their solution has been implemented:

- Schedule training time with all operators and stakeholders as needed to run through how the ELDs work.
 - Consider using incentives like rewards or paid time off to entice operators to review additional guides or videos.
- Consider running live inspection simulations to ensure all drivers know what they are responsible for during a road check.



OCTOBER – NOVEMBER 2019: MONITOR & EVALUATE

Use this time to monitor your ELD solution and evaluate your vendor.

- Conduct regular check-ins with operators and handlers to ensure products are performing well and customer service is provided.
 - Ask if they are able to receive help from the vendor in a timely manner, when needed.
- Schedule one or two follow-up meetings with your ELD vendor to ensure you have dedicated times to review product performance, operator feedback, and adjust contracts if needed.



DECEMBER 2019

Your fleet should be fully compliant!

For more info on ELD compliance, check out www.zonarsystems.com/eld