Performance and Risk Management Package for Small and Medium Business Fleets

Thank you for purchasing your new Fleet Management platform, with GPS Fleet Easy. This package is designed to easily implement Fleet Performance Management in your company. It provides assistance with the creation and configuration of your customized Company Policy within your Contigo portal.

GPS Fleet Easy works with Contigo's line of 3G GPS beacons, including the 6480 OBDII device, and the 6550 and 6551 hard-wired devices.

1. Policy Compliance Reporting

The "GPS Fleet Easy" smartphone app is designed to report on the current status of your fleet with regards to the company policy defined for your organization. Using this app, you can assume the role of Risk Manager, by viewing specific violations of the company policy and acting on them accordingly.

The app is available from the iTunes App store for iOS devices or Google Play for Android devices.

When you log in to the app, the *Partner* is the first part of the web URL of your Contigo portal. For example, if your portal is *https://myfleet.cp.contigo.com*, enter "myfleet" in the *Partner* field.

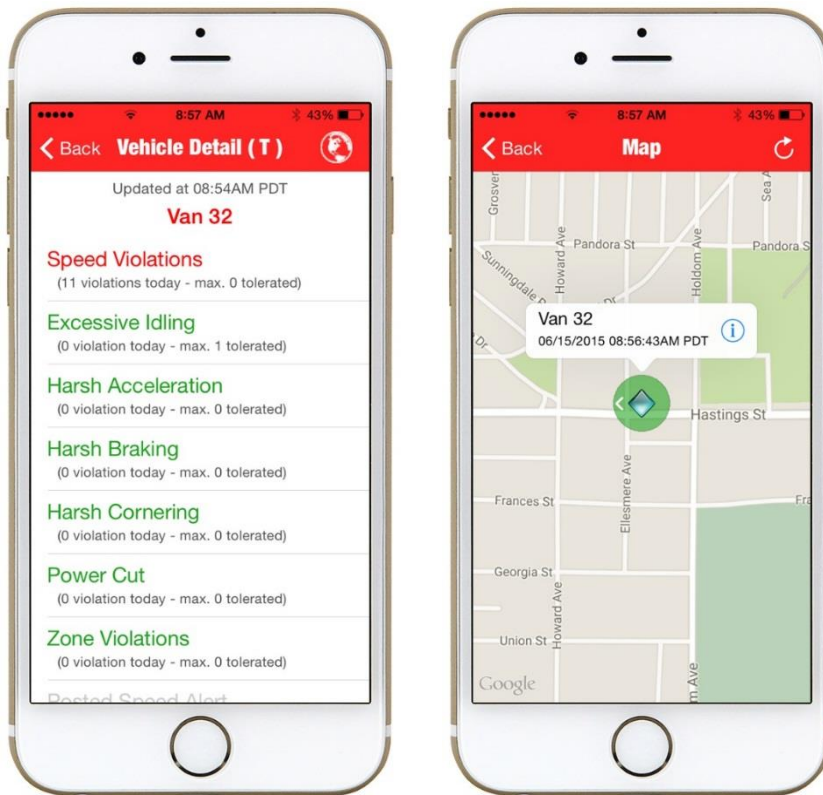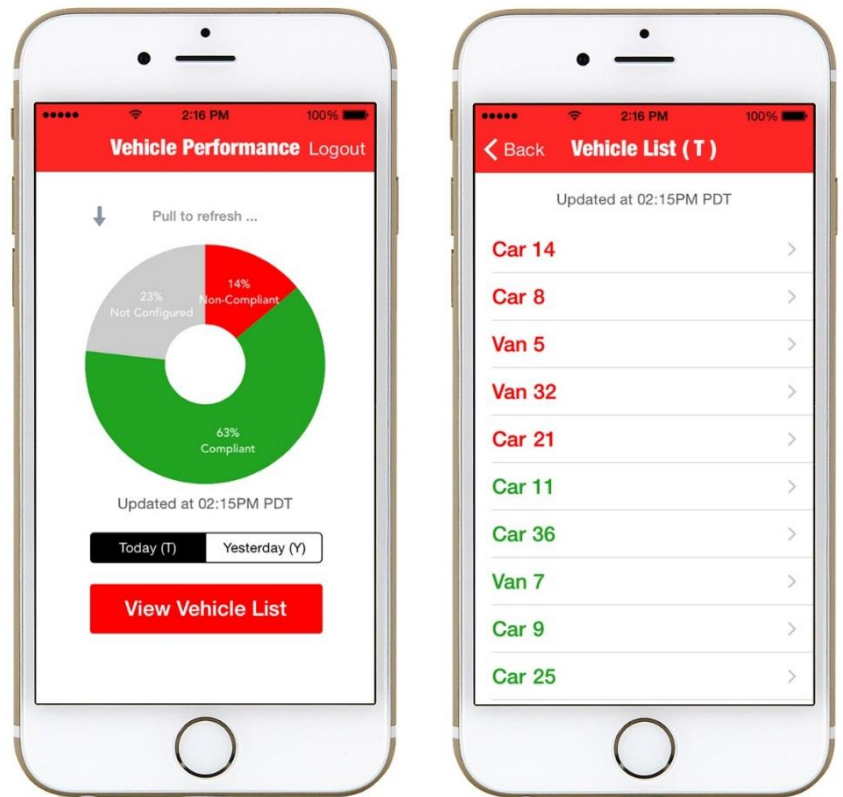The *User* and *Password* are your regular portal login credentials.

Benefits of GPS Fleet Easy

- Easy implementation of policies and reporting results so you get the most of your GPS vehicle location system

- Customize your company's risk management policy to meet the specific needs of your fleet

- Reduce operating and maintenance costs by ensuring adherence to your company's safe vehicle operating policies

- Visibly demonstrate your company's commitment to driver safety

- Get immediate information and feedback to help you control behaviors today

- Works with Contigo's 3G GPS devices: 6480, 6550, 6551

Available on the App Store

GET IT ON Google play

Contigo

The GPS Fleet Easy app provides a view of the state of your fleet since the start of the current day or for the previous day. Once you log in with your web portal credentials, the main screen shows a pie chart indicating the portion of your fleet vehicles that have one or more violations of the company policy. This screen can be refreshed at any time to view the current data by pulling down on the screen.

Tapping on "View Vehicle List" will list all vehicles in your fleet. Those highlighted in red are currently violating the policy, listed in order beginning with the biggest offender of the day.

Tapping on an individual vehicle will show a detailed list of the events defined by your company policy, indicating which are in violation by this vehicle.

On the vehicle detail page, tapping the world icon in the upper right corner allows you to view a map showing the most recent location received from the vehicle, as well as the most recent state and direction of travel.

2. Policy Creation

Appendix A of this document contains a survey designed to help fleet managers and business owners build their custom Company Policy. Fleet managers can use this chart to help select from among nine different driver behavior events that are most important for the efficient and safe operation of your fleet. Various tolerances are set for each event. These build your company policy by defining a customized group of safe driving practices tailored to your fleet.

The policy is configured in your portal under the administration tab. Select the Company Policy menu item to open the interface for editing the policy settings.

The selected events will be tied to scenarios created in your web portal, which determine how this important data is to be collected from the fleet GPS devices installed in your vehicles.

3. Support and Troubleshooting

We hope you enjoy using GPS Fleet Easy to help meet your fleet's risk management goals, and save on operating costs. If you encounter any difficulties with the app or the portal interface, please don't hesitate to contact Contigo Support for assistance at support@contigo.com.

Appendix A – Fleet Manager Survey (Company Policy Definition)

The GPS devices installed in your vehicles report data for the events listed in the chart below. By selecting a combination of events from the list, fleet managers are able to build a customized company policy that is relevant to their fleet drivers. Setting appropriate thresholds for these events will help to define acceptable driver behavior for the fleet.

Thresholds represent the maximum acceptable number of times a particular event may be generated before a policy violation is reported. For example, if the threshold for Harsh Braking events is set to 2 per day, then the policy for Harsh Braking will not be violated until the third such event is generated. A threshold of 0 events indicates that the first instance of such an event will violate the Company policy.

Default thresholds for each event are provided, based on industry experience.

Event Description	Use in Policy? (Yes/No)	User-defined Threshold	Default / Example Threshold
Speed Violation (fixed value) • A fixed speed that will generate an event if exceeded.			• speed = 80 mph • 0 events per day
Speed Violation (zone) • A fixed speed that will generate an event if exceeded within the boundaries of a configurable location.			• speed = 30 mph • zones are defined in the web portal • 0 events per day
Posted Speed Violation • Events are generated whenever the vehicle exceeds the posted speed limit at the current location.			• 0 events per day • tolerances for speeds slightly above posted are set in the web portal
Harsh Braking • An alert is generated whenever the vehicle decelerates at a rate lower than the configured threshold.			• up to 2 events per day

Harsh Acceleration • An alert is generated whenever the vehicle accelerates at a rate higher than the configured threshold.			• 0 events per day
Harsh Cornering • Alerts are generated when the vehicle travels around a corner at excessive speed			• 0 events per day
Excessive Idling • If the vehicle does not move while the engine is running for longer than X minutes, an alert is generated.			• 0 events per day • 3 minute maximum idle time
Zone Violation • An event is generated when the vehicle enters a region that is disallowed.			• 0 events per day • zones are defined in the web portal
Power Cut (Tampering) • Drivers are not permitted to unplug or otherwise manipulate the GPS device. • Power fluctuations on the device may indicate that it has been tampered with.			• 0 events per day

∗ Note that not all of the above events may be supported by the model of GPS device installed in your vehicles. Please check with your account manager if you are unsure which events may be included in your company policy.