

Fleet Management, Operations and Cost Control

Accra (Ghana)

14 - 18 June 2027

UK Training

PARTNER



Fleet Management, Operations and Cost Control

Code: SC32 From: 14 - 18 June 2027 City: Accra (Ghana) Fees: 4200 Pound

Introduction

The Fleet Management, Operations, and Cost Control course focuses on managing vehicles and operational assets in a structured way that improves efficiency, reduces waste, and controls expenses. Organizations that depend on fleets need clear planning, accurate monitoring, effective maintenance, and cost analysis to ensure operational continuity and reduce breakdowns and risks.

This course covers the fleet management cycle, starting from planning and daily operations to performance monitoring, fuel management, maintenance, safety, and cost analysis. It also explains how to make operational decisions based on clear data, such as vehicle cost, utilization rate, recurring failures, and fuel consumption.

The course is delivered over five connected days. It begins with the fundamentals of fleet management, then moves into operational planning, maintenance management, cost control, and finally performance measurement and continuous improvement.

Course Objectives

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

- Understand the core concepts of fleet management and operations.
- Analyze the fleet operating cycle within the organization.
- Organize the use of vehicles and assets according to business needs.
- Improve vehicle scheduling and operational resource planning.
- Monitor fuel consumption and reduce related waste.
- Apply practical methods for preventive and corrective maintenance.
- Identify and analyze fleet cost elements accurately.
- Monitor driver and vehicle performance using clear indicators.
- Manage operational, safety, and compliance risks.
- Prepare improvement plans to increase fleet efficiency and reduce costs.
- Use operational data to support daily decisions.
- Develop continuous monitoring and improvement procedures for fleet management.

Course Outlines

Day 1: Fundamentals of Fleet Management and Operations.

- Concept of fleet management and its role in supporting operations.
- Fleet components and responsibilities for management and follow-up.
- Relationship between operations, maintenance, and costs.
- Vehicle life cycle from acquisition to replacement.
- Common challenges in fleet management.
- Roles of supervisors, drivers, maintenance teams, and management.

The logo for UK Training Partner features the text 'UK Training' in a small, black sans-serif font, with 'PARTNER' in a large, bold, black sans-serif font below it. The background of the logo is a stylized chessboard with several chess pieces (a king, a queen, and a pawn) in gold and silver, set against a background of concentric circles.

Day 2: Fleet Planning and Operations.

- Analyzing daily operational needs.
- Allocating vehicles based on priorities and work requirements.
- Preparing operating and utilization schedules.
- Monitoring vehicle movement and utilization levels.
- Handling urgent requests and operational changes.
- Practical application on preparing a fleet operating plan.

Day 3: Fleet Maintenance and Breakdown Reduction.

- Concept of preventive and corrective maintenance.
- Preparing periodic maintenance plans for vehicles.
- Monitoring recurring breakdowns and their causes.
- Organizing maintenance work orders and technical reports.
- Coordinating between operations and maintenance to reduce downtime.
- Practical application on analyzing a vehicle breakdown record.

Day 4: Fleet Cost Control.

- Identifying fleet cost elements.
- Analyzing fuel, maintenance, tire, and insurance costs.
- Monitoring vehicle cost per trip or operating period.
- Reducing waste caused by misuse or poor planning.
- Comparing operating costs with replacement or leasing options.
- Practical application on preparing a cost analysis for one vehicle or a group of vehicles.

Day 5: Performance Measurement and Continuous Improvement.

- Defining fleet performance indicators.
- Measuring utilization rate and operating cost.
- Monitoring driver performance and compliance with safety procedures.
- Analyzing data to support improvement decisions.
- Preparing an improvement plan to reduce costs and increase efficiency.
- Integrated application linking operations, maintenance, costs, and performance.

Why Attend this Course: Wins & Losses!

- Improve the ability to manage fleets in a structured way.
- Increase the efficiency of vehicle and asset utilization.
- Reduce breakdowns caused by weak monitoring and maintenance.
- Improve operational scheduling and reduce conflicts between requests.
- Control fuel consumption and reduce waste.
- Analyze fleet costs more clearly.
- Support decisions related to replacement, maintenance, or expansion.
- Improve coordination between operations, maintenance, and management.
- Strengthen safety and compliance across fleet operations.
- Use clear performance indicators to monitor results.

A graphic of a chessboard with several chess pieces. A large gold king piece is in the foreground, with a silver pawn and a silver knight behind it. The text 'UK Training PARTNER' is overlaid on the right side of the board.

UK Training
PARTNER

- Reduce unplanned costs.
- Develop improvement plans that can be implemented and monitored.

Conclusion

The Fleet Management, Operations, and Cost Control course provides a practical framework for managing vehicles and operational assets in a more efficient and organized way. It covers the main stages of fleet management, starting with understanding fleet components and the operating cycle, then moving into daily planning, maintenance management, cost analysis, and performance measurement.

This sequence helps connect actual operations with financial and technical decisions. Fleet management does not depend only on vehicle availability. It requires continuous monitoring of fuel consumption, accurate maintenance scheduling, clear cost analysis, and performance indicators that help identify weaknesses and improvement opportunities.

By the end of the course, participants will have a practical understanding of how to improve fleet utilization, reduce breakdowns, control expenses, and strengthen operational follow-up. The course also supports better decisions related to maintenance, replacement, utilization, and resource allocation, helping organizations maintain stable operations and reduce fleet-related costs.

Blackbird Training Clients

 MANNAI CORPORATION MANNAI Trading Company WLL, Qatar	 GAC UNE FILIALE D' EGA Alumina Corporation Guinea	 Booking.com Booking.com Netherlands	 OXFAM Oxfam GB International Organization, Yemen	 Capital Markets Authority Kuwait
 Waltersmith Waltersmith Petroman Oil Limited Nigeria	 QNB Qatar National Bank (QNB), Qatar	 Qatar Foundation Qatar	 AFRICAN UNION ADVISORY BOARD ON CORRUPTION Tanzania	 KFAS KFS Kuwait
 Reserve Bank of Malawi Malawi	 Central Bank of Nigeria Nigeria	 Ministry of Interior Kingdom of Saudi Arabia KSA	 Mabruk Oil Company Libya	 Saudi Electricity Company KSA
 BPKH Badan Pengelola Keuangan Haji BADAN PENGELOLA KEUANGAN Haji, Indonesia	 NATO Italy	 ENI ENI CORPORATE UNIVERSITY, Italy	 GULF BANK Gulf Bank Kuwait	 General Organization for Social Insurance KSA
 Defence Space Administration Nigeria	 National Industries Group (Holding) Kuwait	 Hamad Medical Corporation Qatar	 USAID Pakistan	 STC STC Solutions, KSA
 North Oil Company North Oil company,	 EKO Electricity EKO Electricity	 OMAN BROADBAND Oman Broadband	 UNITED NATIONS UN.	 Authority for Electricity Regulation, Oman Authority for

UK Training
PARTNER

Blackbird Training Categories

Management & Admin

Entertainment & Leisure
Professional Skills
Finance, Accounting, Budgeting
Media & Public Relations
Project Management
Human Resources
Audit & Quality Assurance
Marketing, Sales, Customer Service
Secretary & Admin
Supply Chain & Logistics
Management & Leadership
Agile and Elevation

Technical Courses

Artificial Intelligence (AI)
Sustainability, ESG & Corporate Responsibility
Advanced Courses
Hospital Management
Public Sector
Special Workshops
Oil & Gas Engineering
Telecom Engineering
IT & IT Engineering
Health & Safety
Law and Contract Management
Customs & Safety
Aviation
C-Suite Training