



Fleet Management Systems Checklist

Fleet management systems are essential to accurately monitor and track the financial history of individual vehicles, equipment and auxiliary equipment.

This checklist outlines the potential characteristics of a Fleet Management System. Use this checklist when evaluating your Fleet Management System options.

FLEET MANAGEMENT SYSTEM OPTIONS	REQUIRED	OPTIONAL	NOT REQUIRED
1. TRACKING			
Purchase Records			
In-service Costs			
Depreciation			
Operating Costs			
• Licensing			
• Insurance			
• Fuel use			
• Maintenance			
Refurbishing Costs			
Vehicle Utilization			
2. SCHEDULING			
Replacement Schedules			
Disposal Schedules			
3. REPORTING			
Financial Reports			
Ad Hoc Reports			
4. BILLINGS			
Vehicles and equipment			
Vehicle and Equipment Operators			
Maintenance and Repairs			
Damage and Accident Repairs			
Fuel			
Miscellaneous Items			
5. INTEGRATION			
Fuel Management System			
Maintenance Management System			
Corporate Financial Management Systems			