



Fleet Management Information System eTran Manager® 4.2

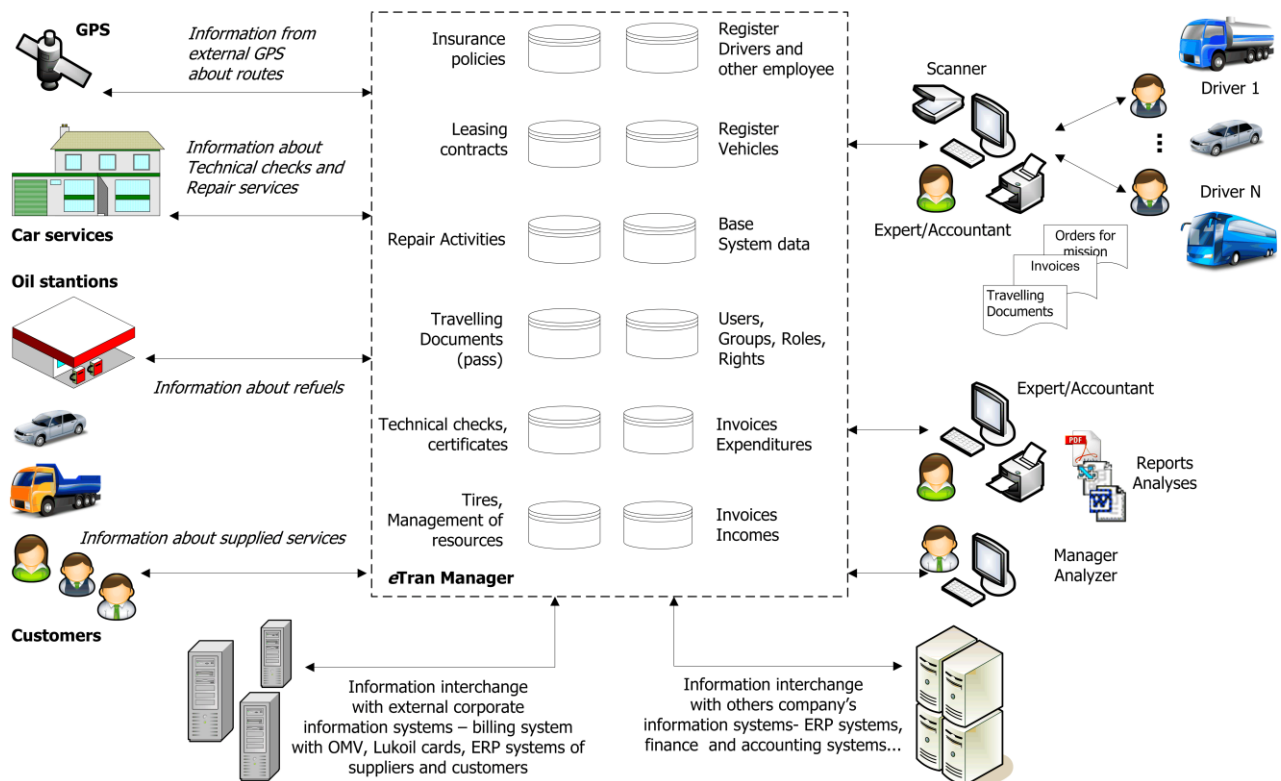
Designation

The main designation of **information system eTran Manager® 4.2** is overall encompassing of processes, related to management of vehicle fleet. This is corporate management information system, which combines administrative, technical and accounting-financial information.

The software system addresses wide range of tasks in keeping up-to-date information about vehicles in use, drivers, insurances, roadworthiness tests, planned maintenance and repairs. Managed operational data includes information about course routes, traveling payments in the country and abroad, fuel and oil expenses, tires mileage and expenses, planned or accidental repairs expenses, incomes from the activity, as well as other generalized and analytical information. Various reports are supported.

The **information system eTran Manager®** can be integrated with other information systems (billing system, GPS, ERP system ...), which work in the company and her suppliers.

Common description of information system eTran Manager



Main functions and system organization

- **Management of register 'Vehicles'** –vehicles, trailers, etc. Manages complete information about used vehicles. Connected with other registries and system objects.
- **Management of register 'Drivers'**. Management of complete file for driver with the necessary information for effective planning and management of transport activity.
- **Management of register 'Documents with price and expiration'** - technical reviews, cards, inspections and certificates. Signal activity for expired documents.
- **Management of register 'Insurance policies, damages and payments'**. Connected with register 'Vehicles', reporting and alerting activity for valid and expiring papers and payments on them.
- **Management of register 'Leasing Contracts and payments'**. Connected with register 'Vehicles', reporting and alerting activity for valid and expiring papers and payments on them.
- **Maintaining of register 'Employee Time and Absences'**. Management of all employees' information about actual time worked, absences from work and their reasons. Analysis of employees' working hours based on information from the entered travel papers. A built-in option for automated creation of records for the time worked, taking into account weekends and public holidays. Ability to import information from human resource management systems and HR management systems, from access control and working time control systems. Varieties of reports are built in, incl. and Report Form 76.
- **Planning and management of repairs.** Planning and management of repairs with possibility of grouping by units and activities and chronological and summarized reports by vehicles, types of repairs, periods and others.
- **Management of register 'Tires'**. Connected with automobiles, where are assigned, monitoring of state and mileage of every tire. Management and control of the resources.
- **Management of scanned copies of various documents** – insurance policies, certificates, talons... Connected with other registers and objects the document is relevant to.
- **Register 'Expenditures'** - precise control and analysis of all costs.
- **Register 'Incomes'** - precise control and analysis of all incomes.
- **Management of courses and routes.** Management and control of way-bills, connection with made expenses for every course and route. Accounting, control and analysis of the expenses by vehicles, courses, routes, time, drivers. Accounting and control of initial and final kilometers, intermediate stations, mileage with and without load. Accounting and control of used fuel – initial, final quantity and different types of average fuel expenditure. Detection of differences between quantity accounted by the driver and the vehicle computers and odometer.
- **Management and control of fuel consumption rates and personal quotas.** The system supports different types of rates and quotas for individual vehicle or group of vehicles.
- **Support of different currencies.**
- **Connection with other information systems.** Possible are different types of automated exchanges of information with other information systems. This could be internal systems of the organization – finance and accounting, ERP systems and others. In addition, a connection for automated exchange of information can be made with external systems of suppliers and clients. For example, an automated import of all expenses paid with cards and their distribution by transport vehicles, periods, and courses is realized. On request can be realized connections with other similar systems.
- **Various reporting activity.** Reports with possibility of user to define criteria and template design (report template generator). Export in various formats – on screen, in formats XLS, CSV, RTF, PDF and others.

Chronological and summarized reports for mileage and fuel efficiency by courses, vehicles and drivers.

Reports with pivot-tables and automatic online generation of graphics.

Summarized and analytical reports by courses, vehicles and drivers for made expenses and realized incomes.

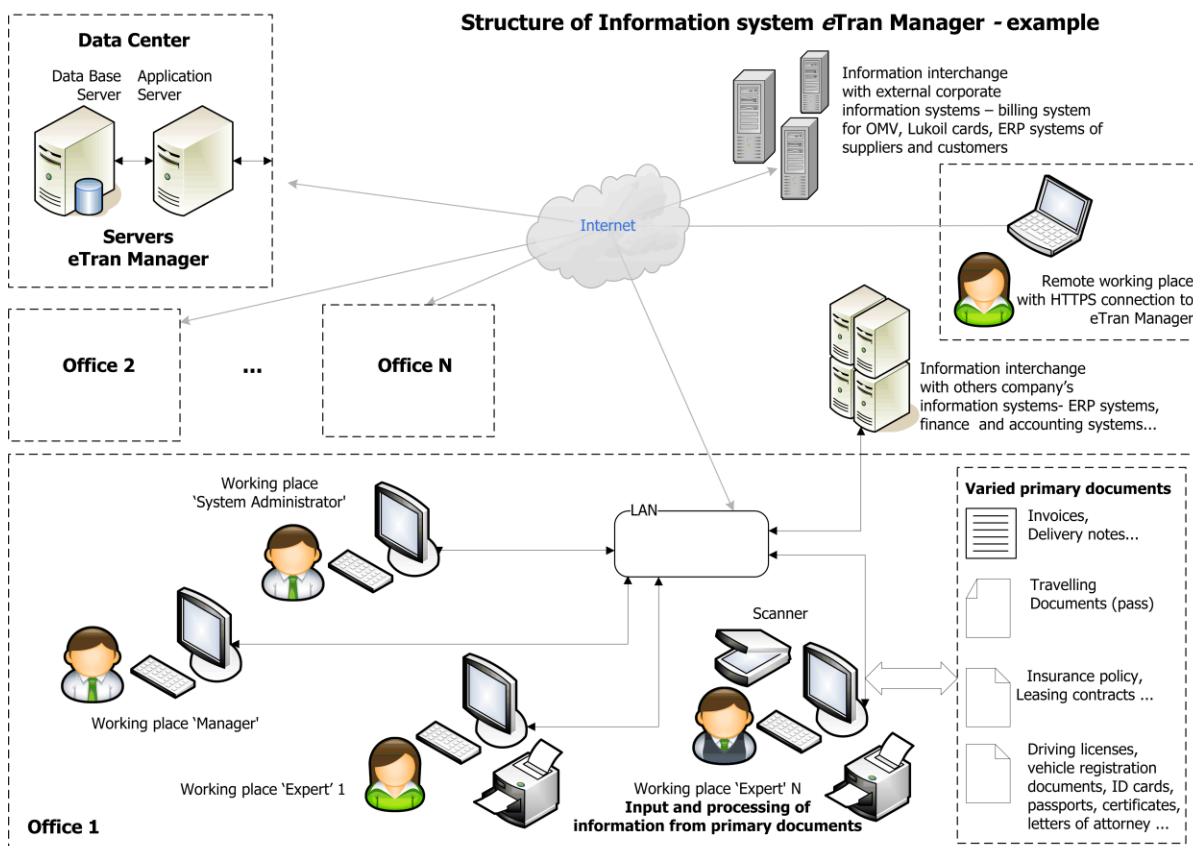
- **Security system and information access control.** Management of Users, Roles, Groups and Access permissions in the system.
- **System maintenance activities.** Management of registers, backup and restore of information.

Information System Structure

Information system **eTran Manager**[®] is modern software product intended for multiuser, multitask work in network environment.

The system has 3-tiers centralized structure – Data Base server, Application server and Client application for every user workplace. The information is structured in database managed by **MS SQL Server** RDBMS.

The RDBMS is running on **MS Windows** platform. Predefined roles, permissions, groups and users are used to control the user access to information resources. Usually users access the information through an internal local network; it is also possible to use remote secured access through **VPN** or **HTTP/HTTPS** over the Internet.



This distribution of distinct workplaces reflects the functions, nature and features of the activities, specific to every type of workplace. This distinction also reflects the separate roles, used by the system users and their user access permissions and activities. Separation of Roles and Access permissions is modern approach in building information systems, allowing precise definition, protection and control of the access to the system resources.

The system administrator can flexibly define the expert access to given functionality by creating subgroups with restricted rights.

Different levels of access for the distinct groups of users are defined, which enforces restrictions for information access, execution of different types of activities, according to user authority and competency.

Scope

Information system eTran Manager® is applicable in every organization with large vehicle fleet – transport, forwarding and construction companies, electricity distribution and water supplies companies, state and regional administration, hospitals, mining industry, stock distributors, service organizations, corporate organizations with multiple branches in the country and large vehicle fleet.

Implementation of **information system eTran Manager®** brings the following benefits for the organization:

- Significant reduction in the costs and increasing of the efficiency due to increased control and better planning.
- Improved control over the fuel expenses and repairs of every vehicle, of every driver;
- Easy planning and better control over the operating activity of the vehicle fleet;
- Possible thorough account and analysis of expenses, grouped by different criteria.
- Flexible analysis, planning and forecasting with various options for consolidation, set by users - this is a system for Business Intelligence. Possibility for making various reports and analysis.
- Raise of the responsibility, quality of service and efficiency of the drivers and employees;
- Control and analysis of the efficiency of the payment system and material incentives for the employees.
- Possible direct and remote management audit over employees work involved with vehicle fleet and activity accounting. This is particularly valuable for organizations with developed branch structure and territorial divided units.
- Control and better quality of operative activity of the vehicle fleet of the organization and relations with the customers.
- Quality control and improved accounting of relations with suppliers of fuel, materials, spare parts and services.
- Risen control over adherence to legislation, defining operative activity of the vehicle fleet – presence and validity of vignettes, insurances, periodical technical checks deadlines, letters of attorney and others;
- Management of various structured information and applied originals of primary documents in electronic format.
- Automated import of information for made expenses by drivers using cards from specialized payment systems (OMV, Lukoil ...).
- Precise open information model, a wide application scope of the system.
- Simplified IT maintenance of a centralized system with many working places in territorially distributed network with many branches and offices.

Technical requirements

Operational environment:

Server: *MS Windows Server 2016 or newer version*

RDBMS: *MS SQL Server 2012 Standard Edition (or newer, or higher edition)*

Workplaces: *MS Windows 7, MS Windows 8, MS Windows 10, MS Windows 11*

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