Improve Fleet Compliance
& Performance with
J. J. Keller's Encompass™

# Executive Summary

**J. J. Keller's Encompass™ with E-Logs**


J. J. Keller
Business Services

# J. J. KELLER & ASSOCIATES, INC.

## Company Profile

Founded in 1953

| | |
|---|---|
| Corporate Location: | Neenah, Wisconsin, USA |
| Type of Business: | Safety, Compliance & Regulatory Publications, Products & Services |
| Products: | Regulatory Guides, Compliance Manuals, Log Books, Training Handbooks, Newsletters, Video-based Training kits, Forms & Supplies, Custom Products and Programs |
| Services: | Web-based applications, Compliance & Safety Advisory Services, Outsource Driver & Vehicle Services |
| Customers: | 350,000+ companies worldwide—including 90% of the Fortune® 1000 in a wide range of industries including transportation, industrial, manufacturing, environmental, distribution, chemical manufacturing, construction, food safety, mining and more |
| Annual Gross Revenue: | $190 million |
| Employees: | 1,100 + associates |

# J. J. KELLER'S ENCOMPASS™ WITH E-LOGS

## Product Profile

J. J. Keller's Encompass™ is the industry's most versatile online tool for improving driver and vehicle compliance and performance. With an Internet-based dashboard, it delivers a real-time view of critical fleet information.

### Driver Compliance

**Electronic logs** record drivers' duty status on their smartphones or laptops, then store it in Encompass™ where HOS compliance levels can be monitored any time (EOBR required).

**Manual log entry and auditing** allows duty status documents to be keyed in and instantly monitored online to assure compliance.

**Driver and vehicle reports** list all current drivers and vehicles in your pool.

**Driver qualification** is streamlined by credential checklists, file storage, and recording of personal driver information.

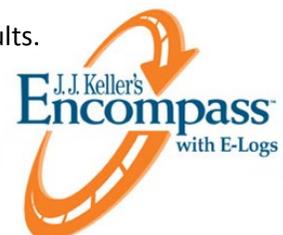**Hiring** CMV drivers is easy with automated workflow tools.

**Background checks** are integrated with your background report ordering and reporting.

**Accident tracking** and accident information is stored in one central location.

**Driver training files** can be tracked by initial and ongoing driver training.

**Drug & alcohol program management** includes selections and records of test results.

**Roadside inspections** are tracked to ensure violations are corrected.

## Product Profile

### Vehicle Compliance

**Electronic DVIRs** can be used with your drivers' compatible mobile device (EOBR required).

**Manual DVIR entry** lets management watch for maintenance gaps.

**Unit recordkeeping** is streamlined with credential checklists, vehicle credential file storage, and recording of specific unit information.

**Management of vehicle maintenance** records and preventative maintenance schedules.

**Quarterly fuel tax reports** can be completed with quick data import, manual entry of trips or via EOBR.

### CSA Management

**BASIC scores** are easier to manage and improve with quick, easy access to your driver performance data.

**Roadside Inspections** and violation summary reports can be run automatically.

### Performance Management

**Employee Performance** tracks fuel, speed, braking, and GPS location to build a complete picture of driver performance.

**Unit Performance** tracks specific data by unit, measures performance and sets maintenance schedules.

**Mapping** provides instant location of driver. Improves routes, manages fuel, and track units.

**Automated fuel tax reporting** integrates engine data and driver duty status to simplify fuel reporting.

### Special Features

**Dashboard alerts** immediately identify compliance, safety, and operations areas that require attention. Alerts can be automatically emailed to select employees.

**Reporting templates** are customizable based on company locations, driver and unit types, and more.

**Learning Center** includes documents and webcasts covering key regulatory areas.

**Configurable infrastructure** to mirror multi-level corporate structures.

**Unlimited users** with user-role based security.

J. J. Keller's Encompass™ with E-Logs allows those with responsibility for Safety, Compliance, Risk Management, Loss Prevention, Employee or Driver Training, Recruiting, and Procurement to significantly improve the operational performance of these functions, without major capital expenditures.

## Features and Benefits

♦ Organization and centralization of critical business information

♦ Standardization of key Safety and Compliance functions *(driver qualification, drug and alcohol programs, accident management, log auditing, vehicle registration & titling)* across a company

♦ A single database that houses employee, driver qualification, hours-of-service, training drug and alcohol, and accident information as well as vehicle information

♦ Standardization and automation of employee hiring processes, practices, and programs across all recruiters and hiring managers across an organization

♦ Standardization and management of corporate training programs for all employees for all locations

♦ Implementation of a consistent corporate-wide Safety and Compliance program capable of responding to all federal, state, local, or company specific reporting and tracking requirements

♦ Real time notification of "compliance gaps", compliance issues, and noncompliance trends across all business units and corporate entities

♦ Access to a library of forms and reports to ensure standardized reporting and tracking of all Safety, Compliance, Training and Hiring practices across an organization—based on job function, location, or area of responsibility

♦ Secured access to employee information based on company location, job function, area of responsibility, or operational need

♦ Secured access to vehicle and equipment information based on company location, vehicle type, make, size, or other parameters

♦ Efficient management of IFTA reporting requirements

♦ Standardization of audit procedures and practices through remote system access of data and images

♦ Automation and standardization of background checks, MVR, and drug and alcohol programs through electronic interfaces with 3rd party service providers

♦ Automation of hours-of-service records and performance management data *(GPS location, MPG, hard brake, speeding, idle time)*

♦ Automation of recurring tasks *(safety, compliance, training, qualification)* defined for an employee, driver, or vehicle to track, monitor, report, and manage government or company specific activities

♦ Parameter driven features that allow for ad-hoc reporting that is specific to a user, or available across a company

♦ Professional implementation services to streamline the start up process and maximize the on-going

# RETURN ON INVESTMENT CONSIDERATIONS

♦ The implementation of a corporate wide safety, compliance, log auditing, training management, accident tracking, employee recruiting, and vehicle management system without significant capital expenditures in hardware or software

♦ Protection of corporate assets by significantly reducing exposure to risk and liability associated with safety, compliance, training, and accidents

♦ Significant reduction in costs associated with decentralized, unorganized, and difficult to track processes and information

♦ Significant reduction in the cost of recruiting and hiring drivers

♦ Significant reduction in travel-related costs associated with the management and auditing of safety, compliance, hiring, training, and accident recordkeeping activities

♦ No or limited intervention by corporate IT resources for implementation, ongoing support *(hardware, software, network)* or ad-hoc reporting

♦ Cost of maintaining, developing, and integrating multiple in-house systems that currently perform related functions

♦ Reduction in mail, fax, file storage, and other paper-based cost

♦ Productivity improvements derived from the standardization and automation features of the service

♦ The ability to move costs associated with hiring, safety and compliance, training, and reporting to remote locations, while freeing up corporate resources for proactive management of those functions

♦ Provide required documentation of driver training and retraining programs