CINPAA | INTERNATIONAL COOPERATIVE FOR TRAINING & CONSULTING

سينبا | التعاونية الدولية للتدريب والاستشارات



Training programme:

Fleet Maintenance and Management

Delivered in several cities and dates

OUR INTERNATIONAL PARTNERS:

ISDE Law Business School High Performance Education
Higher Institute of Law and Business (ISDE)

Professional Development Institute
Professional Development Institute

Universidad Camilo José Cela
Camilo José Cela University

SEK EDUCATION GROUP

ISO 29993:2017 Learning services for non-formal education and training

ISO 9001:2015

Fleet Maintenance and Management

About the programme:

This programme addresses fleet maintenance and management decisions, linking equipment condition and performance with the planning of maintenance and replacement.

Objectives:

Developing participants' skills, knowledge, values and professional approaches in:

a. How to factor in key elements of financial analysis for capital equipment

b. How to determine the economic life of an asset when its utilization declines with age

c. Which approaches to use for monitoring the performance of an individual asset

d. Determine requirements for efficient workshops

e. Create fleet safety and driver selection programs

f. Shares best practices from among the smartest private fleets

g. Kept up-to-date with new policies, laws and best practice

Target audience:

a. Fleet maintenance managers.

b. Transport operations supervisors.

c. Workshop planners and vehicle asset officers.

Daily programme:

• Day 1: Fleet strategy and operational management

a. Strategic planning and leadership lessons for fleet operations

b. Managing capacity, customer service and integration with the supply chain

c. Transportation alternatives and benchmarking of fleet operations

d. Implementing fleet technology: telematics, fleet management software and use of data

e. Case study: benchmarking two fleet operations and identifying improvement priorities

f. Day output: summary of fleet strategic priorities

• Day 2: Safety, security and compliance

a. Building a culture of safety and behaviour-based safety programmes

b. Driver selection, driver qualification files and driver health and well-being

c. Vehicle inspection and maintenance as a safety and compliance requirement

d. Tools for safety analysis and building a system for regulatory compliance

e. Workshop: designing a driver selection and safety programme for a public fleet

f. Day output: fleet safety and driver programme outline

• Day 3: Maintenance strategies and workshop management

a. Maintenance definitions: preventive, predictive and corrective maintenance

b. Developing a maintenance strategy and evaluating outsourcing options

c. Parts inventory strategies and managing the solicitation process for suppliers

d. Workshop layout, bay space, tools, facility requirements and shop productivity

e. Workshop: computing workshop productivity and proposing a revised bay layout

f. Day output: maintenance strategy and workshop improvement plan

- **Day 4: Fleet finance and the asset life cycle**

a. Financial discipline, determining fleet costs and producing financial reports

b. Life cycle costing and economic life when asset utilisation declines with age

c. Lease versus buy analysis and financial appraisal of capital equipment

d. Partnering with finance, planning operating budgets and applying national tax and registration rules

e. Case study: lease versus buy and replacement timing for a group of ageing vehicles

f. Day output: replacement plan with life cycle cost comparison

- **Day 5: Fleet workforce development and retention**

a. Building a culture of retention for drivers, technicians and fleet staff

b. The hiring and interviewing process for drivers and workshop technicians

c. Compensation and rewards programmes and clear performance expectations

d. Training, coaching and discipline, and building teamwork across fleet operations

e. Workshop: drafting a technician competency and training plan for a fleet workshop

f. Day output: fleet workforce retention and training plan

- **Day 6: Performance measurement and environmental sustainability**

a. Fleet measurement system: cost ratios, asset productivity, quality and cycle time indicators

b. Key performance indicators for monitoring individual assets and the whole fleet

c. Transportation costs and financial and quality indicators for reporting to management

d. Environmental sustainability: fuel efficiency, emissions and alternative fuel vehicles

e. Workshop: building a fleet KPI dashboard from telematics and maintenance records

f. Day output: fleet KPI set and improvement action plan

Training methods and certificates:

Our programmes are built on modern pedagogy that combines theoretical knowledge with practical application, in line with participants' needs and the demands of the workplace. Methods include:

- **Interactive workshops:** analysis of real data and group discussions that strengthen practical understanding.
- **Case studies:** examples from international organisations that highlight real successes and challenges.
- **Realistic simulations:** participants train through professional scenarios that mirror real situations requiring decisions and situation management.
- **Advanced tools and technologies:** hands-on practice with up-to-date training software and tools suited to each field.

Certificates:

On successful completion, participants receive a certificate issued by CINPAA, a training institute officially registered in the European Union, Spain and the United Kingdom.

CINPAA - Cooperative International for Training and Consulting

Our programmes are delivered within academic and professional partnerships, cooperation agreements and memoranda of understanding with a number of academic and professional institutions, including:

- **Camilo José Cela University - Spain**
- **ISDE - Law & Business School - International**
- **Professional Development Institute - United Kingdom**

These partnerships aim to exchange expertise, develop training content and raise programme quality in line with international best practice.

Kind regards,
International Programmes Department
"CINPAA" INTERNATIONAL COOPERATIVE FOR TRAINING & CONSULTING

Course details and registration

Course Details | Registration

Programme	**Fleet Maintenance and Management**	Course Title
Language	**English**	Course Language
Venue	**Several cities and dates – see the table below**	Venue
Financial offer	**Sent separately, according to the number of participants and the delivery conditions.**	Financial Offer

Registration and confirmation:

To register, please use one of the following:

a. Complete the programme request form on our website.

b. Or send an email from your training department.

c. Or a nomination letter from your organisation.

Send your confirmation by:

Email	info@cinpaa.org
WhatsApp	+34 635 867 686

Our team is ready to advise on accommodation and logistics before and during your stay.

Planned programme dates:

City	Dates
Madrid, Spain	06 - 11 Dec 2026
Madrid, Spain	28 Feb - 05 Mar 2027
Barcelona, Spain	06 - 11 Jun 2027
London, United Kingdom	05 - 10 Sep 2027
Cairo, Egypt	05 - 10 Dec 2027

The programme can be delivered in other cities and on other dates to suit your organisation, at the length you need. The cities are listed on the last page.

سينبا التعاونية الدولية للتدريب والاستشارات | CINPAA – International Cooperative for Training & Consulting

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Scan to save our contact

Cities where we deliver our programmes:

This programme can be delivered in any of the following cities, and elsewhere on request.

Albania Tirana, Saranda	**Australia** Sydney	**Austria** Vienna, Hallstatt, Salzburg / Zell am See	**Azerbaijan** Baku
Bahrain Manama	**Belgium** Brussels, Bruges	**Bosnia and Herzegovina** Sarajevo	**Canada** Toronto, Montreal
China Hong Kong, Shanghai, Beijing, Guangzhou	**Croatia** Dubrovnik	**Cyprus** Nicosia, Limassol, Larnaca	**Czech Republic** Prague
Egypt Cairo, Sharm El Sheikh, Alexandria, Hurghada	**France** Paris	**Georgia** Tbilisi, Batumi	**Germany** Munich, Berlin, Düsseldorf, Frankfurt
Greece Athens, Rhodes	**Hungary** Budapest	**Indonesia** Bali, Jakarta	**Ireland** Dublin
Italy Rome, Florence, Milan, Venice, Como	**Japan** Tokyo	**Jordan** Amman, Aqaba	**Kuwait** Kuwait City
Malaysia Kuala Lumpur	**Maldives** Maldives	**Mauritius** Mauritius	**Montenegro** Budva, Kotor
Morocco Casablanca, Marrakech, Tangier, Rabat	**Netherlands** Amsterdam	**Oman** Muscat, Salalah	**Philippines** Manila
Poland Krakow, Warsaw	**Portugal** Lisbon, Porto	**Qatar** Doha	**Russia** Moscow
Saudi Arabia Riyadh, Jeddah, Dammam	**Serbia** Belgrade	**Slovenia** Ljubljana	**South Korea** Seoul
Spain Madrid, Barcelona, Valencia, Alicante, Benidorm, Malaga / Marbella, San Sebastian, Granada, Cordoba, Canary Islands, Seville, Bilbao	**Switzerland** Geneva, Luzern, Zurich, Interlaken, Zermatt, Lugano	**Thailand** Bangkok, Phuket	**Tunisia** Tunis
Turkey Istanbul, Antalya, Trabzon, Bursa, Izmir, Bodrum, Antakya (Hatay)	**United Arab Emirates** Dubai, Abu Dhabi	**United Kingdom** London, Edinburgh, Manchester, Birmingham	**United States** Miami, New York, Los Angeles, Washington