



# DIGITAL TRIP ADMINISTRATION

## WEBFLEET Logbook

### TAKE THE HASSLE OUT OF TRIP ADMINISTRATION

Get accurate, easy-to-use mileage log administration for cash allowance drivers, company cars/vans, and flexible pool vehicles, while protecting your drivers' data privacy.

## BENEFITS

### FOR THE DRIVER



#### REDUCE WORKLOAD AND SAVE TIME

- All business and private trips are automatically registered.
- Download user-friendly reports for financial, tax and reimbursement purposes.



#### PROVE TAX COMPLIANCE

- Meet HMRC obligations with reliable, accurate data.



#### PROTECT YOUR DRIVERS' PRIVACY

- Respect your drivers' privacy when they use company vehicles for personal journeys.
- Drivers cannot see other colleagues' trips in WEBFLEET. Personal trips also remain hidden from the fleet administrator.

### FOR THE EMPLOYER/FLEET MANAGER



#### MANAGE DRIVERS IN POOL VEHICLES

Issue unique driver profiles.



#### SIMPLIFY FLEET ADMINISTRATION

Manage company vehicles usage for tax compliance and cost control, and comply with data privacy regulations.



#### GET ACCURATE REPORTS

Ensure odometer accuracy by recording mileage directly from the vehicle odometer. <sup>1</sup>



## FEATURES



### SELECT A VEHICLE

Drivers can self-assign themselves to available vehicles.



### DEFINE TRIP MODE

Define the type of trip - business, commute or private.



### ENTER TRIP DETAILS

Enter trip details including contact person for the trip, purpose of the journey and comments.



### VIEW DRIVING BEHAVIOUR SCORES

Review driving behaviour with OptiDrive 360 driving style insights (up to eight performance indicators) to self-monitor and improve driving style.



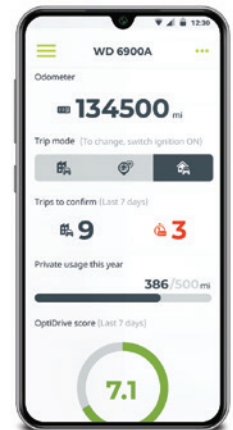
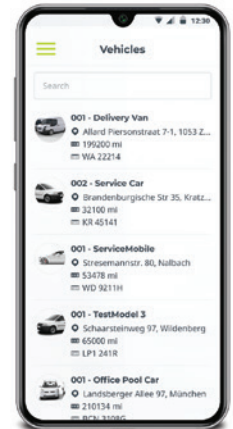
### REAL ODOMETER READING

Ensure the LINK device and vehicle odometer information are always aligned by recording mileage directly from the vehicle's odometer.<sup>2</sup>



### REPORT DOWNLOAD

Download monthly trip reports for personal and financial administration purposes, such as business mileage claims.



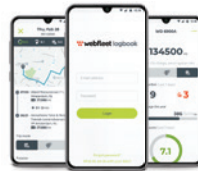
## WHAT YOU NEED



**LINK VEHICLE TRACKING DEVICE**



**WEBFLEET SUBSCRIPTION**



**THE WEBFLEET LOGBOOK MOBILE APP**

<sup>1</sup> Real odometer reporting provided by CAN connected device (LINK 610 or LINK 710) installed in the vehicle.

<sup>2</sup> Driver can manually adjust the odometer setting for non-CAN connected vehicles.