

## Application For Consultancy Advice

# Green Fleet Review

Name and Address of Organisation:

Primary Contact:

Position:

Telephone:

Mobile:

Email:

I heard about the "Green Fleet Review" from:

This application form is used to determine the availability and type of help most appropriate to your organisation. Once we have determined your needs, and assigned a consultant to your case, we will send you the contractual and financial documentation for completion. The consultant may wish to ask you some supplementary questions prior to any visit, to maximise the time spent with you.

To make best use of the advice and support allocated to your organisation, it is important that:

- your primary contact provides the consultant with support during on-site meetings
- the consultant talks to your operational staff where necessary
- you can commit to acting upon the consultancy advice provided, as far as possible.

### Section 1 - Organisation Site Overview

In order for the Green Fleet Review to be effective it is vital that senior level commitment is established. Please list any other individuals within your organisation with responsibility for transport issues (e.g. Travel co-ordinator, Distribution Manager, Finance Director, Human Resources Director, etc).

Name	Position	Responsibility



## Section 2 - Current Transport Operations

Please indicate how many vehicles you operate, divided into the appropriate vehicle types (eg, Light Commercial Vehicles (LCVs), company cars, pool cars, etc)					
Vehicle Type	Number of Petrol	Number of Diesel	Number of "Other" *	Total No. of Vehicles	Avg. miles per vehicle/ annum
Company cars – business need					
Pool cars					
Company cars – perk/ status cars					
Cash opt out cars (where there is a fixed monthly allowance and a requirement to provide a car in lieu of a company car)					
Other cars - i.e. privately owned cars used for business but not including cash opt out					
Vans under 3.5 tonnes					

\* e.g. LPG, Hybrid, electric

How are the vehicles funded and operated?						
Outright Purchase	Y/N	Contract Hire	Y/N	Finance Lease	Y/N	
Hire Purchase	Y/N	Other:				
Does your vehicle allocation policy actively encourage the use of fuel-efficient or low emission vehicles?					YES	NO
Do you offer employees a cash alternative to a company car?					YES	NO

Do you have policies in place that actively monitor fuel use?	YES	NO
Are any incentives given to employees for fuel-efficient or accident-free driving?	YES	NO



**energy saving trust**<sup>®</sup>

Are there any other issues that you would like to bring to our attention prior to receiving assistance?

**Signed** ..... **Date** .....  
**for and on behalf of the Organisation**

**Name** ..... **Position** .....

**Data Protection**

The Energy Saving Trust (EST), as Data Controller, will collect and process your personal details for the purpose of supplying you with independent information and advice relating to the implementation of sustainable transport as requested. We may also pass on your details to The Scottish Government for monitoring purposes.

We would also like to retain the data provided to send you further information on sustainable transport issues, cleaner forms of transport and grant schemes that may be of interest to you. Please tick this box if you do not want to receive this future information

On occasion we may work with third parties, such as private organisations that work with us to promote and develop cleaner transport, who may want to send you details of their products and services. Please tick here if you do not want your details passed on to a third party

Please return to:  
Transport Advice team, Energy Saving Trust  
Ocean Point One, 3<sup>rd</sup> Floor, 94 Ocean Drive, Edinburgh, EH6 6JH