



STATEMENT OF WORK CHANGE REQUEST ESTIMATE

Client	BAG	Project	EPOD	Site	.
Client Reference		Aptean Reference	319362	Estimate Version	1.0
Prepared By	A N Walker			Estimate Date	15/01/15
Invoice Reference				Priority	3
Customer	N/A			System Version	1.4

Client Request

Add Additional steps on Device to collect data and allow to be picked up /sent via webservices for Matt Cass to produce a Drivers Trip Sheet.

1. Manual entry of Start time pre-trip
2. Vehicle Checks Pre and Post trip
3. Vehicle Defects reported at Debrief at end of trip
4. Include T&Cs - driver specific
5. Collect Driver signature
6. Collect manual finish time at end of debrief process.

As an additional request: No Arrival time, just Start Job to begin the job immediately.

Aptean Solution

In order to account for the changes required to the process, several changes must be made to the job data being sent to CALIDUS ePOD:

- Jobs requiring FCC data entry must be identified by a different Job Group.
- A final Delivery job must be sent through, to capture the return to base, the weighbridge and weight, and the driver signature. This job will be identified with a different Job Group, to allow additional fields and different T&Cs to be prompted for.

General configuration of the system will change to capture this new information, as follows:

- Job Arrival will be disabled.
- Vehicle checks will be removed (they will now be part of load start/end metrics)
- Load Start/End Metrics will be modified to include Vehicle Defect Checks
- Load End Metrics will now not contain Weighbridge Number/Weight (they will now be part of the final Delivery job).
- Load Start Metrics will be modified to contain:
 - ◆ Correct PPE (checkbox)
 - ◆ Correct Paperwork (checkbox)
 - ◆ BIU Uniform (checkbox)
 - ◆ Start Time (new type TIME)
 - ◆ ODO Start (numeric)
 - ◆ Vehicle Defect Checks
- Load End Metrics will be modified to contain:
 - ◆ Fuel Drawn (validated numeric)
 - ◆ ODO End (numeric)
 - ◆ Vehicle Defect Checks (see below)
 - ◆ End Time (new type TIME)
 - ◆ Signature, Signatory/Terms and Conditions (new type)
- Job Details Fields will be prompted for on the Delivery job



- ◆ Weighbridge Number
- ◆ Weight
- Job Details fields for FCC job types (indicated by the Job Group) will include new checkboxes:
 - ◆ Locked gates when on site
 - ◆ Signed in, if site is open
 - ◆ Cleaned around banks if required
 - ◆ Made sure you are wearing correct PPE
 - ◆ Signed out, if site is open
 - ◆ Left correct paperwork at site
 - ◆ Locked the site when leaving, if necessary
- Note: The order of these fields (and any others that may be prompted for, such as Weighbridge Number and Weight) can be modified if required).
- Load Metric Vehicle Defect Checks will consist of:
 - ◆ Checkboxes:
 - ◇ Lamps/Indicators/Stop Lamps
 - ◇ Reflectors/Markers/Warning Devices
 - ◇ Battery security/condition
 - ◇ Mirrors security/condition
 - ◇ Brakes - pressure - operation - leaks
 - ◇ Brakes/Warning Devices/Instruments
 - ◇ Steering-wear-operation
 - ◇ Tyres-inflation-damage-wear
 - ◇ Wheels-condition-security
 - ◇ Body/guards/wings/damage
 - ◇ Body/load security - protection
 - ◇ Spray suppression -damage
 - ◇ Number plates - security - illumination
 - ◇ Horn/wipers/washers-operation-condition
 - ◇ Engine Oil/water/fuel-levels-leaks
 - ◇ Exhaust-condition-smoke emission
 - ◇ Tachygraphy/speedometer-operation
 - ◆ Text Box:
 - ◇ Enter Defect Notes if required

The following software changes would also be required:

- Amend Load Start/End Metrics to be full screen entry, not popup, to account for the increased additional fields and to allow ease of entry.
- Amend Load Start/End Metrics to allow buttons to be used
- Amend configurable field entry (UDF) to allow Signature, Signatory and T&Cs to be specified, as well as a new TIME type.

The process followed by the driver will then be slightly different, allowing entry of additional fields as required by the Job Groups against the jobs:

- The Driver will log on with the normal Username, Password and Vehicle.
- The Load is downloaded on to the device.
- Load Start Metrics are prompted for, now including the following fields:
 - ◆ Correct PPE (checkbox)
 - ◆ Correct Paperwork (checkbox)
 - ◆ BIU Uniform (checkbox)
 - ◆ Start Time (new type TIME)
 - ◆ ODO Start (numeric)
 - ◆ Vehicle Defect Checks:
 - ◇ Lamps/Indicators/Stop Lamps
 - ◇ Reflectors/Markers/Warning Devices
 - ◇ Battery security/condition
 - ◇ Mirrors security/condition
 - ◇ Brakes - pressure - operation - leaks
 - ◇ Brakes/Warning Devices/Instruments
 - ◇ Steering-wear-operation



- ◊ Tyres-inflation-damage-wear
- ◊ Wheels-condition-security
- ◊ Body/guards/wings/damage
- ◊ Body/load security - protection
- ◊ Spray suppression -damage
- ◊ Number plates - security - illumination
- ◊ Horn/wipers/washers-operation-condition
- ◊ Engine Oil/water/fuel-levels-leaks
- ◊ Exhaust-condition-smoke emission
- ◊ Tachograph/speedometer-operation
- ◊ Enter Defect Notes if required
- The Driver will enter the information and click **Complete** to complete Load Start checks. The device will display the list of jobs on that load. This will include a final delivery job.
- The Driver will select a collection job - the device will display the Job Details.
- The Driver will click **Start Job** - the device will then display the Collection details, which will depend on the Job Type:
 - ◊ All Job Types: Weighbridge Number/Weight displayed on Job Details tab.
 - ◊ Job Type 1: Banks listed individually and shown immediately
 - ◊ Job Type 3: No banks are shown - Job Details displays "No of Bags/Bins"
- For all FCC jobs, Job Details will also allow entry of:
 - ◊ Locked gates when on site
 - ◊ Signed in, if site is open
 - ◊ Cleaned around banks if required
 - ◊ Made sure you are wearing correct PPE
 - ◊ Signed out, if site is open
 - ◊ Left correct paperwork at site
 - ◊ Locked the site when leaving, if necessary
- The Driver fills in the information requested (Banks, Bank Qty, Bank Defects, FCC checkboxes, Weighbridge Number, Weight, No Bags, as required) and completes job with the **Complete** button.
- The device will prompt for Customer Signature if required (only some job types). If not required, the job will complete at this stage.
- The Driver will obtain the customer signature and confirms completed.
- The Job List will be redisplayed, showing all remaining jobs.
- The Driver will complete all remaining collection jobs in this fashion.
- The Driver will then select the final Delivery job - The device will display the Job Details.
- The Driver will click **Start Job** - the device will display the final Delivery details, requesting the entry of Weighbridge Number/Weight.
- The Driver will fill in the requested information and complete the job with the **Complete** button.
- The device will prompt for Load End Metrics, including the following fields:
 - ◊ Correct PPE (checkbox)
 - ◊ Correct Paperwork (checkbox)
 - ◊ BIU Uniform (checkbox)
 - ◊ End Time (new type TIME)
 - ◊ ODO End (numeric)
 - ◊ Vehicle Defect Checks, with all fields as at the start of the Load.
- The Driver will click **Complete** to complete Load End checks. The Device will request a driver signature.
- This Signature screen will display the driver name in the Signatory field, and T&Cs as follows:

Drivers Declaration

I declare that the information provided is true and correct.

And prior to starting work I have taken my statutory breaks as required by law since my last duty.

I have completed my vehicle checks as per the drivers' handbook

- The Driver will sign and confirm their signature complete.
- The Load will then be complete - the device will either fetch another load or display "No More Work".

These modifications specified above will then drive changes into the messages returned to the external system, primarily:

- No Job Arrival time will be sent - just Start/End Time.
- End Weighbridge and Weight will now be part of the final delivery job, not load end metrics.
- Vehicle Defect checks are now incorporated into Load Start/Load End metrics rather than a different extract.
- Job Detail metrics contain new Location-level checks, as well as any previously used fields, such as Weighbridge Number and Weight.



The additional information contained in the Job Complete message will allow the external system to produce the Drivers Trip Sheet.

Warning: Unknown costs for client/year (BAG/2015)

Cost Details			
Activity	Hours	Rate per hour (£)	Cost (£ Exc. VAT)
Requirements	0.00	0.00	£0.00
Change Request Evaluation	1.00	0.00	£0.00
Functional Specification	1.75	0.00	£0.00
Technical Specification	1.25	0.00	£0.00
Development	6.75	0.00	£0.00
Testing and Release	1.25	0.00	£0.00
Implementation	0.25	0.00	£0.00
Project Management	1.25	0.00	£0.00
TOTAL	13.50		£0.00

Estimate excludes training, release to live and go live support.

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This estimate has an expiry date of 30 days from the specified Estimate Date.
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