



EV FLEET MANAGEMENT & SUSTAINABILITY TRAINING



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Course Title: EV Fleet Management & Sustainability Training

Course Validity: 2 Days

Validity: Not Applicable

HRD Corp Scheme: Claimable

INTRODUCTION

This training provides participants with essential knowledge to manage, operate and optimise Electric Vehicle (EV) fleets in commercial and organisational settings. It covers fleet electrification planning, operational strategies, charging optimisation, cost analysis, and sustainability integration. Participants will also learn safety requirements, regulatory considerations and performance monitoring to improve efficiency and environmental impact.

OBJECTIVE(S):

- Understand EV fleet management fundamentals and electrification strategies
- Learn fleet planning, procurement and operational optimisation
- Strengthen skills in charging management and energy planning
- Understand cost analysis, TCO evaluation and sustainability benefits
- Learn regulatory requirements and compliance considerations
- Improve fleet safety, monitoring and performance analysis
- Develop strategies for long-term sustainable EV fleet operations

TARGET GROUP(S):

- Fleet managers & transportation supervisors
- Logistics & operations managers
- Sustainability and ESG teams
- Facility managers & corporate planners
- Organisations transitioning to EV fleet operations
- Government and municipal fleet departments

ENTRY REQUIREMENT(S):

- Able to read, write, and communicate in Malay/English

TOPIC(S):

1. Introduction to EV Fleet Management and Electrification Strategies
2. Fleet Planning, Procurement and Deployment Models
3. Charging Management, Energy Planning and Infrastructure Needs
4. Fleet Operations, Scheduling and Performance Monitoring
5. Cost Analysis, Total Cost of Ownership (TCO) and ROI Evaluation
6. Safety Requirements, Risk Management and Operational Policies
7. Sustainability Integration, Carbon Reduction and ESG Alignment
8. Regulatory Compliance, Reporting and Long-Term Fleet Planning

LIST OF REFERENCE BOOK(S):

- EV Fleet Management Guidelines
- OEM Fleet Operation Manuals
- Sustainable Transport & ESG References
- Charging Infrastructure Planning Standards
- Malaysia EV Roadmap & Policy Documentation

LIST OF TEACHING AID(S):

- LCD projector
- Computer
- Whiteboard with accessories

METHODOLOGY(S):

- Lecture
- Case studies
- Data analysis exercises
- Group discussions
- Scenario-based planning

TRAINING SCHEDULE

Day 1

Time	Activity / Topic
8:30 am – 9:00 am	Registration and Introduction
9:00 am – 9:45 am	Topic 1: Introduction to EV Fleet Management
9:45 am – 10:30 am	Topic 2: Fleet Planning & Deployment Models
10:30 am – 10:45 am	Morning Tea Break
10:45 am – 11:30 am	Topic 3: Charging Management & Energy Planning
11:30 am – 12:30 pm	Topic 4: Fleet Operations & Performance Monitoring
12:30 pm – 1:30 pm	Lunch Break
1:30 pm – 2:30 pm	Practical: Fleet Electrification Planning Exercise
2:30 pm – 3:30 pm	Case Study: Charging & Operational Optimisation
3:30 pm – 3:45 pm	Afternoon Tea Break
3:45 pm – 5:00 pm	Workshop: Developing a Fleet Transition Plan

TRAINING SCHEDULE

Day 2

Time	Activity / Topic
8:30 am – 9:00 am	Recap of Day 1 & Q&A
9:00 am – 9:45 am	Topic 5: Cost Analysis & TCO Evaluation
9:45 am – 10:30 am	Topic 6: Safety Requirements & Risk Management
10:30 am – 10:45 am	Morning Tea Break
10:45 am – 11:30 am	Topic 7: Sustainability & ESG Integration
11:30 am – 12:30 pm	Practical: Carbon Reduction & Reporting Review
12:30 pm – 1:30 pm	Lunch Break
1:30 pm – 2:30 pm	Topic 8: Compliance & Long-Term Planning
2:30 pm – 3:30 pm	Fleet Strategy Review & Implementation Discussion
3:30 pm – 3:45 pm	Afternoon Tea Break
3:45 pm – 5:00 pm	Final Review, Q&A & Closing