

Vehicle Policy – Emera Canadian Affiliates

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AUTOMATED VEHICLE LOCATION POLICY

1.0 POLICY STATEMENT

Nova Scotia Power is committed to continually improve the effectiveness of its operational practices as it relates to safety and environmental impact. This commitment is demonstrated through its Fuel Consumption Reduction and Vehicle Efficiency Policy, as well as the Occupational Health and Safety Policy.

To further the objectives in the above policies, Nova Scotia Power has developed this Automatic Vehicle Location (AVL) Policy that outlines how its AVL system will be deployed across the NSPI vehicle fleet to further enhance safety and environmental performance.

2.0 POLICY OBJECTIVES

- NSPI intends to further reduce its fuel consumption through improved monitoring and reporting of vehicle idling, as well as real time notification of vehicle faults.
- NSPI will utilize the AVL system in order to optimize the scheduling and dispatch of workers
- NSPI intends to improve driver safety through real time notification of vehicle faults that could cause immediate safety concerns.
- NSP will improve the safety of drivers and passengers through real time location visibility.
- NSPI will help improve driver habits by providing regular feedback.

3.0 DEFINITIONS

AVL – Automatic Vehicle Location. Is a system comprised of three components:

- **AVL Device.** This is installed in each vehicle to capture and relay its GPS location, speed, and various vehicle data such as accessory usage or engine fault codes.
- **AVL System Portal.** This is a web based application that tracks, displays, and reports on vehicle data. The AVL system may also be integrated with other NSPI applications as needed.
- **Vehicle Assignment.** This capability allows for the assignment of AVL equipped vehicles to drivers and supervisors.

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4.0 POLICY APPLICATION

This policy applies to:

- All NSPI owned vehicles that are licensed and intended to be operated on public roads.
- All NSPI employees and contractors operating NSPI owned vehicles equipped with AVL.

5.0 ACCOUNTABILITIES

Realizing the benefits of the AVL system includes shared accountabilities across the following groups:

Fleet Management:

- Will ensure that all NSPI owned vehicles have AVL devices installed.
- Will ensure NSPI vehicles are assigned to the appropriate supervisor or operator.
- Will provide Fleet and Driver performance reporting on a regular basis.

Managers and Supervisors:

- Will ensure all vehicles operators are aware of the Safe Work Practices, Vehicle Practices and environmental expectations for operating a vehicle, including specific requirements of the AVL system.
- Will monitor, review and act on reporting provided from the AVL system.

Vehicle Operators:

- Will operate vehicles in accordance with applicable Safe Work Practices, Vehicle Practices and environmental expectations, including specific requirements of the AVL system.
- Will participate in periodic reviews of driver performance reporting, if needed.
- Will not remove or tamper with AVL devices in NSPi owned vehicles

AUTOMATED VEHICLE LOCATION POLICY SIGN-OFF SHEET

I, _____ have reviewed Nova Scotia Power's Automated Vehicle Location Policy (VP 08 04) with my supervisor. I understand and will comply with NSPI's Automated Vehicle Location Policy.

Sign and date below:

Employee: _____ Date: _____

Supervisor: _____ Date: _____