

FUMO® welcome package



3



Guidance 3:

Create an internal audit and review the questionnaire

Welcome to FUMO®



within the next slides we will guide through the process how to create an internal audit and review the questionnaire associated with your Green Carrier audit. Please make sure that you have already unlocked the questionnaire **before** the FUMO® Green Carrier audit to prepare the relevant documents.

Time required: maximum 2 minutes

If you have any questions please do not hesitate to contact our support:

Phone: +49 (0)7348 40 71 72 0

Email: info@fumo-solutions.com

Web: www.fumo-solutions.com

Step 1: Click on the tab “FUMO® Auditor”

FUMO® Auditor



Willkommen im FUMO® Info-Center.

Diese Seite erreichen Sie jederzeit per Klick auf unser Logo.

Den FUMO® Coach durchsuchen



Your FUMO® Profile traffic light status



Your FUMO® profile requires your attention!

To update your profile, please start the

Update your FUMO® Profile ▶

● Profil Aktualisierung über Wizard (halbjährlich) (FUMO Administration)

duty criterias

- EU-License / transportation permit
- Evidence of goods damage liability insurance / freight carriers liability insurance
- Self-declaration on payment of minimum wage (Article 1 Paragraph 2 MiLoG)
- Evidence of trade registration/extract from commercial register

assigned criterias

Step 2: Click on the tab “Intern”



Intern



The screenshot shows the FUMO interface with the 'Intern' tab selected. A 'Base data' form is open, containing the following fields:

- Name of audit:** Internal Audit
- Type of audit:** Green Carrier Audit (Green Carrier Audit)

Step 3: Enter a name for the internal Audit





Step 4: Choose „Green Carrier Audit“

Step 5: Click the „Save“ button

Save

Note: Once the on-site-audit has been completed, you will find the results under the tab “Extern”.

FUMO® Monitor
FUMO® Cockpit
FUMO® Profile
FUMO® Auditor

 Configuration
  Question catalogue
  New questions
  Status

Informations

Please create the configuration for your audit here. Your questionnaire will be created using this configuration.

- Do you have your own fleet?
- Are fuel cards used to refuel the vehicles?
- Do you use telematics systems to control your fleet?
- Do you contract out freight to haulage companies?
- Do you use compressed air in your company (e.g. filling tyres, operating pneumatic equipment)?
- Is the handling carried out by means of the company's own industrial trucks?
- Do you use heating oil for the heating systems?
- Do you use natural gas for the heating systems?
- Do you use district heating?
- Do you use other heating energy sources for the heating systems?
- Do you purchase green electricity for the warehouse and/or office buildings?
- Is route planning carried out with the assistance of route planning or forwarding software?
- Do you use thermal vehicles or trailers?
- Are air conditioning units used to cool the office and administration buildings?
- Optional: Should the "warehouse" area be considered?
- Optional: Should the "cooling facilities" area be considered?

en

- de
- en
- bg
- cz
- pl
- hr
- ro
- sk

Step 6: Select the appropriate language

Step 7: Complete the configuration questions

Step 8: Click on the tab „Question catalogue“



Question catalogue



FUMO® Monitor
 FUMO® Cockpit
 FUMO® Profile
 FUMO® Auditor

Configuration
 Question catalogue
 New questions
 Status

en

Legend

- Incomplete
- Complete
- YES / available
- YES / available not up to date
- NO / not available
- NO / not relevant
- ! Serious violation

Subject areas (111 Criteria complete)

Categories and criterion

Organisation & Controlling
 CO2 management
 Compressed air
 Energy management
 Natural gas
 Heating oil
 Key figures

Fleet
 Fuel consumption - Own fleet
 Employee motivation
 Electricity
 Subcontractors
 Refuelling regulations

Office and Administration
 Measures implemented
 Certifications

	Nr.	Question
<input type="radio"/>	1	Do you create an annual carbon footprint for your company?
<input type="radio"/>	4	Do you create an annual carbon footprint for your warehouse and office buildings?
<input type="radio"/>	5	Do you track the indirect CO2 emissions that your subcontractors generate?
<input type="radio"/>	6	Do you participate in an initiative to reduce greenhouse gas emissions in logistics (e.g. Lean & Green)?

Thank you for logging in and unlocking the questionnaire in FUMO®!



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