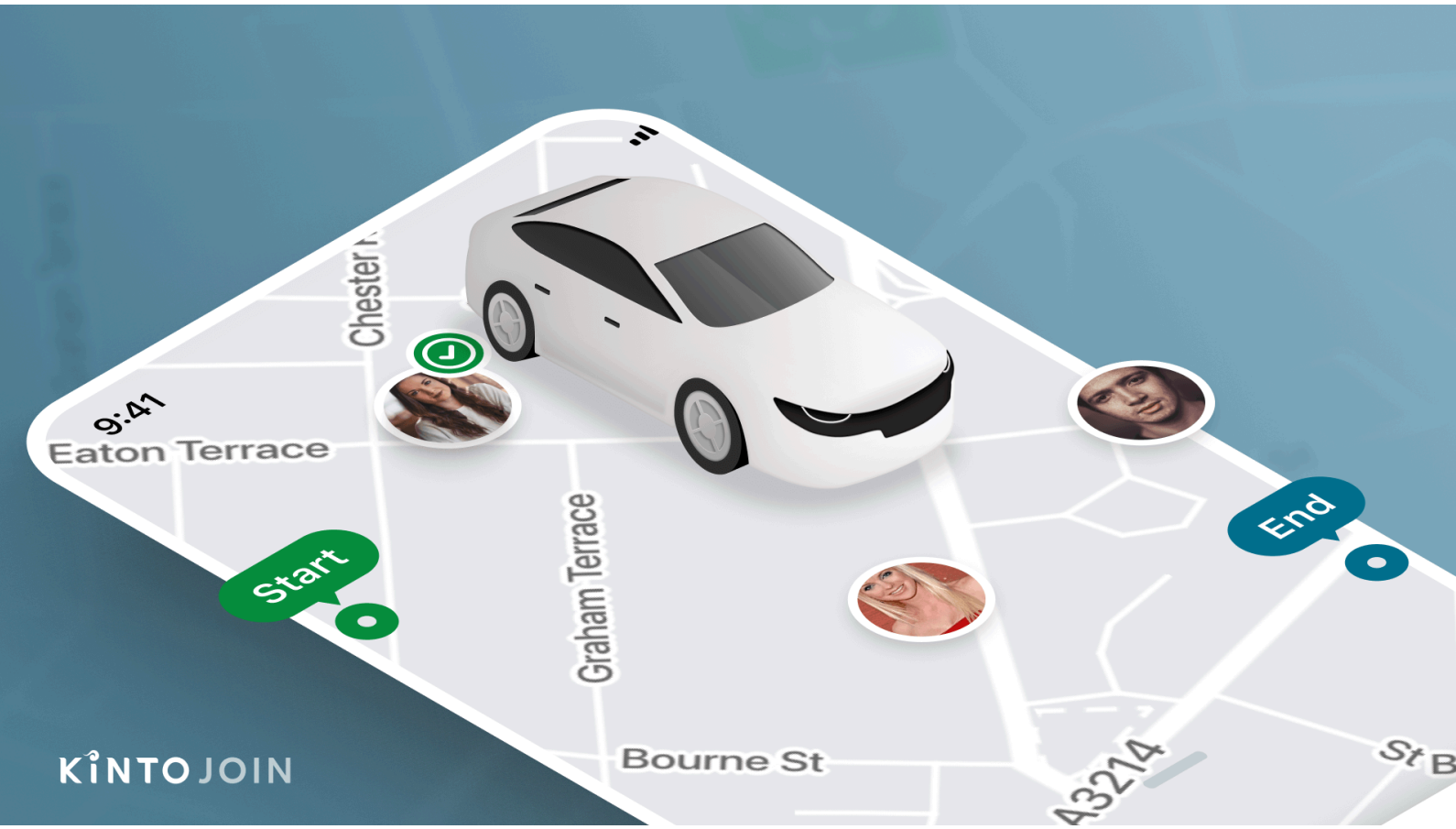
Carpooling Workbook



For Companies Looking To Investigate The Feasibility Of A Carpooling Program Implementation

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Introduction

This workbook is designed to help companies assess the feasibility of implementing a carpooling program. By calculating the potential cost savings and benefits, you can determine if carpooling is a viable option for your organisation.

1. Cost Analysis

- **Current Commuting Costs:**
    - **Fuel Costs:** Calculate the average fuel consumption per employee, the cost per litre, and the daily commute distance.
    - **Parking Fees:** Determine the cost of parking for employees at work and any other locations.
    - **Maintenance Costs:** Estimate the average annual maintenance costs per vehicle.
    - **Insurance Costs:** Calculate the insurance premiums for company-owned or leased vehicles used for commuting.
- **Potential Carpooling Costs:**
    - **Fuel Savings:** Estimate the fuel savings based on the number of people carpooling and the reduction in total miles driven.
    - **Parking Savings:** Calculate the savings from reduced parking fees.
    - **Maintenance Savings:** Consider potential savings from reduced wear and tear on vehicles.
    - **Insurance Savings:** If the company provides insurance for carpooling vehicles, assess any potential savings.

2. Benefit Analysis

- **Environmental Impact:**
    - **Reduced Emissions:** Quantify the reduction in greenhouse gas emissions due to carpooling.
    - **Improved Air Quality:** Calculate the positive impact on local air quality.
    - **Traffic Congestion Reduction:** Assess the potential benefits of reducing traffic congestion.
- **Employee Satisfaction:**
    - **Reduced Commute Time:** Estimate the time savings for employees who carpool.
    - **Increased Social Interaction:** Consider the potential benefits of increased social interaction among employees.
    - **Improved Morale:** Assess the potential impact of carpooling on employee morale and job satisfaction.

- **Company Image:**
    - **Enhanced Reputation:** Demonstrate your company's commitment to sustainability and social responsibility.
    - **Attracting Talent:** Highlight carpooling as an employee benefit to attract top talent.

3. Feasibility Assessment

- **Infrastructure:** Evaluate the availability of parking spaces for carpooling vehicles and any necessary infrastructure improvements.
- **Employee Participation:** Assess employee interest in carpooling and develop strategies to encourage participation.
- **Legal Considerations:** Review relevant laws and regulations regarding carpooling and ensure compliance.

4. Cost-Benefit Analysis

- **Total Cost Savings:** Calculate the total potential cost savings from carpooling based on the cost analysis.
- **Total Benefits:** Quantify the intangible benefits such as improved employee satisfaction and environmental impact.
- **Net Benefits:** Determine the overall net benefits of implementing a carpooling program.

Additional Considerations:

- **Incentives:** Consider offering incentives to encourage employee participation, such as discounted parking or transportation vouchers.
- **Technology:** Explore using technology platforms to facilitate carpooling arrangements and match employees.
- **Monitoring and Evaluation:** Develop a plan to monitor the effectiveness of the carpooling program and make necessary adjustments.

By completing this workbook, you can make an informed decision about the feasibility of implementing a carpooling program at your company and maximize the potential benefits for both employees and the environment.

Calculating Savings per Employee

Fuel Savings

Formula:

```
Unset
Fuel Savings = (Kilometers Saved per Day * Days Worked per Year * Fuel Price per Liter) / Kilometers per Liter
```

Variables:

- **Kilometres Saved per Day**[1]**:** Estimate the average **kilometres saved per day by carpooling**.
- **Days Worked per Year:** Calculate the number of working days per year.
- **Fuel Price per Litre:** Determine the current fuel price in your area.
- **Kilometres per Litre:** Obtain the average kilometres per litre of the vehicles used for commuting.

Example: If an employee saves 16 kilometres per day, works 250 days per year, the fuel price is €1.50 per liter, and the vehicle gets 12.5 kilometres per litre:

```
Unset
Fuel Savings = (16 * 250 * 1.50) / 12.5 = €480 per year
```

Parking Savings

Formula:

```
Unset
Parking Savings = Parking Cost per Day * Days Worked per Year
```

Variables:

- **Parking Cost per Day:** Determine the daily parking cost in your currency.
- **Days Worked per Year:** Calculate the number of working days per year.

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[1] **Kilometres Saved per Day**: This refers to the reduction in distance travelled by an employee when carpooling compared to driving alone. It can be calculated by subtracting the distance travelled when carpooling from the distance that would have been travelled if driving alone. For example, if an employee typically drives 20 kilometres to work each way, and they carpool with someone who lives halfway between their home and work, they would save 10 kilometres per day.

Example: If the daily parking cost is €5 and the employee works 250 days per year:

```
Unset
Parking Savings = 5 * 250 = €1250 per year
```

Maintenance Savings

Formula:

```
Unset
Maintenance Savings = (Kilometers Saved per Day * Days Worked per Year * Maintenance Cost per Kilometer) / Kilometers per Liter
```

Variables:

- **Kilometres Saved per Day:** Estimate the average **kilometres saved per day by carpooling**.
- **Days Worked per Year:** Calculate the number of working days per year.
- **Maintenance Cost per Kilometre:** Determine the average maintenance cost per kilometre for the vehicles used for commuting.
- **Kilometres per Litre:** Obtain the average kilometres per litre of the vehicles used for commuting.

Note: Maintenance savings can be more difficult to estimate accurately, as they may vary depending on driving habits and vehicle type.

By using these formulas and plugging in your company's specific data, you can calculate the estimated savings per employee in euros (or your country's currency) and assess the overall feasibility of implementing a carpooling program.

Excel Sheet for Calculations

Carpooling Program Survey: Advocate for Employee Buy-In

When implementing a carpooling program, getting employee buy-in is essential for program success. This survey is an example of what you would ask employees to understand their point of view on carpooling, and to know how to promote the program once it's live.

To use it, copy the questions below into a survey tool of your choice or edit them to match your company's tone.

Introduction

We're considering implementing a carpooling program at our company. Your feedback is valuable in helping us determine the feasibility and potential benefits of such a program. Please take a few minutes to complete this survey.

Your Responses Will Remain Confidential

1. Current Commuting Habits:

- **How do you typically commute to work?**
    - **Drive alone**
    - **Public transportation**
    - **Walk/bike**
    - **Other (please specify)**
- **Approximately how many kilometres do you commute each way?**

2. Interest in Carpooling:

- **Would you be interested in participating in a carpooling program?**
    - **Yes**
    - **No**
    - **Maybe**
- **If yes, what are your preferred commuting times?**
    - **Morning**
    - **Afternoon**
    - **Both, depends on shift**
- **Are there any specific areas or routes you would be willing to carpool with others?**

3. Potential Benefits and Challenges:

- **What do you see as the main benefits of carpooling?**

    - **Reduced commuting costs**
    - **Reduced environmental impact**
    - **Increased social interaction**
    - **Other (please specify)**
- **What potential challenges do you foresee with carpooling?**
    - **Scheduling conflicts**
    - **Safety concerns**
    - **Reliability issues**
    - **Other (please specify)**

4. Additional Comments:

- **Please feel free to add any additional comments or suggestions regarding the implementation of a carpooling program.**

Thank you for your participation! Your responses will help us make informed decisions about the future of our company's transportation options.