



BERKELEY LAB

Bringing Science Solutions to the World

Berkeley Lab Training

FAC 0021 Government Vehicle Driver Briefing

Course Syllabus

Subject Category: FAC Fleet Program

Refresher: None

Course Prerequisite: None

Course Length: 15 minute online briefing

Medical Approval: None

Course Mode: e-learning

Course Purpose: The purpose of this briefing is to communicate the requirements and responsibilities for driving government vehicles at LBNL. This includes GEM and Club Cars and traditional vehicles such as cars, trucks, and vans including electrical vehicles. This briefing is part of qualification process for driving government vehicles.

Briefing Topics

- Qualification requirements for operating a government vehicle
- Incident and accident reporting
- GEM/Club Car charging and use
- Vehicle inspection
- Vehicle sign-out sheets
- Authorized and unauthorized use
- Onsite and offsite use
- Parking and securing vehicle

Training Requirements: FAC Fleet program requires this briefing to operate a government vehicle at LBNL.

Course Instructional Materials: Self-paced e-learning

Practical or performance Assessment / Exam: No

Retraining/Recertification: No

Course Evaluation: Course feedback at end of briefing