FSIS NOTICE	39-21	9/27/21

FSIS VEHICLE TELEMATICS IMPLEMENTATION PHASE-IN

I. PURPOSE

This notice provides official notification for the FSIS vehicle telematics implementation phase-in beginning October 1, 2021. Telematics is the integrated use of telecommunications with information and communications technology. It is the technology of sending, receiving, and storing information relating to remote objects, such as vehicles, via telecommunication devices.

II. BACKGROUND

A. FSIS' telematics implementation is based on Executive Order (EO) 13834, *Efficient Federal Operations*, and EO 13990, *Protecting Public Health and the Environment and Restoring Science,* which direct Federal agencies to manage their buildings, vehicles, and overall operations to optimize energy and environmental performance, reduce waste, and cut costs. 41 CFR § 102-34, *Motor Vehicle Management* also authorizes the collection of vehicle information required to manage government fleet vehicles and comply with Federal reporting requirements.

B. In September 2020, the USDA Office of Property and Environmental Management (OPEM) mandated the outfitting of all USDA vehicles with telematics technology. Effective FY21, the General Services Administration (GSA) started outfitting all new GSA-leased vehicles acquisitions (one-for-one replacement) with telematics technology.

III. VEHICLE TELEMATICS IMPLEMENTATION PHASE-IN

A. FSIS, in coordination with GSA, will activate telematics devices on 500 FSIS Government-owned and leased vehicles (GOVs) on October 1, 2021. GOV drivers do not require training as there is no interaction between drivers and telematics technology installed. Telematics technology will automatically collect vehicle administrative, usage (mileage, trips, days use), fuel, maintenance, accident, and risky driver behavior data.

B. The Office of Management (OM), Administrative Services Division (ASD) Fleet Management staff will manage data for the purpose of:

1. Rightsizing the FSIS fleet;

2. Reducing vehicle fuel usage;

3. Reducing vehicle underutilization;

4. Reducing risks associated with reckless driving and misuse of vehicles;

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5. Reinforcing proper maintenance;

6. Increasing safety; and

7. Facilitating compliance with Federal Automotive Statistical Tool (FAST) reporting requirements.

C. Fleet Management staff will provide monthly/quarterly/annual automated reports to the program areas' fleet POCs with vehicles' administrative, usage, and maintenance data. These data will assist in managing the local vehicle fleet and enhancing safety by using relevant maintenance data. No additional data will be provided to program areas' fleet POCs.

D. Telematics data will be made available, as requested, by the Office of Internal Affairs (IA), Labor and Employee Relations, and Office of General Counsel (OGC) as part of ongoing investigations. IA and OGC may share relevant investigation/case information as needed per internal policies.

E. Telematics data are captured via the Geotab application through GSA management and oversight. Direct access to the Geotab application is reserved for OM ASD fleet staff only to ensure data accuracy and security.

IV. EMPLOYEE RESPONSIBILITIES

A.   All FSIS drivers are to be aware that GOVs are, or may be, equipped with telematics technology in the future. Employees are to ensure GOV usage per GSA and FSIS policies and guidelines as identified in FSIS Directive 2450.1, *Assignment and Use of Motor Vehicles for Official FSIS Business*.

B.   Employees are not to tamper, disable, or remove telematics devices. Willful tampering, disabling, or removal of telematics devices will be reported to the Office of Internal Affairs (IA) for investigations.

V. QUESTIONS

Refer questions to the OM ASD, Property Management Branch at fsisfleetmanagement@usda.gov.

Assistant Administrator
Office of Policy and Program Development