Fuel Purchases

Fuel Purchases is for recording detail of Fuel Receipts for use when reporting Fuel Tax to various State Governments. Fuel Purchases can be entered on both the ELD and the Web Portal.

Using an ELD to enter Fuel Purchases

How-to Enter a Fuel Purchase

Using the Web Portal for Entry and Reporting of Fuel Purchases

When entering Fuel Purchases via the Portal you are required to Identify how the Purchase will be classified so the data is bound to the correct Driver, Vehicle and Authority.
The following table illustrates the various combinations and what will be available to select from based upon the current selections:

Combination Of							=	Authorities Provided for Selection	
Manager Portal User (All, Company, or Terminal)	OR	Driver Portal User (Terminal Based)	AND	Vehicle		Driver	Terminal		Authorities of the assigned Authority Groups	Authorities of the Selected Terminal
				Existing	Other					
X				X		X	X^3		X^2	X^3
X					X	X	X^4			X^4
		X		X		X^1	X^3		X^2	X^3
		X			X	X^1	X^5			X^5

Notes:
1) When the Portal user is a Driver, that Portal user is automatically selected as the Driver
2) Authority Groups included are based upon both the Driver and Vehicle both being assigned to each Authority Group provided
3) Terminals and Terminal Authorities included will be those under the Vehicles Hierarchy (i.e. Company or Terminal)
4) Terminals and Terminal Authorities included will be those under the Managers Hierarchy (i.e. All, Company, or Terminal)
5) The Terminal and its Authorities included will be those of the Terminal which the Driver is assigned

Entering Fuel Purchases via the Manager Portal

When entry of Fuel Purchases is performed by a Manager all options for classifying the data will be available - refer to the table above

Entering Fuel Purchases via the Driver Portal

When entry of Fuel Purchases is performed by a Driver a limited set of options for classifying the data will be available - refer to the table above assuming "Driver Portal User" is specified
Drivers are limited to viewing only those records which they are assigned to - It does not matter if the was entered by the Driver or a Manager as long as the Driver is assigned.
Drivers are not allowed to Edit records once entered - if an incorrect entry is made and submitted (saved) the Driver will have to contact a Manager with edit permission to assistance.

See Also

Manual Mileage

Manual Mileage provide functionality to classify Mileage against a specific Driver, Vehicle and Authority which was not automatically captured by the ELD

Multiple Operating Authorities

The configuration of the available Authorities to classify this data under is described in the Multiple Operating Authority document

Manager Roles

You can define which Managers may View or Edit Manual Mileage Records via Manager Role configuration