



## Workshop on Journey Management Course for Drivers

February 7 – 8, 2026, Lagos & Port Harcourt

March 14 – 15, 2026, Lagos & Abuja

April 25 – 26, 2026, Lagos & Port Harcourt

May 30 – 31, 2026, Lagos & Lagos & Port Harcourt

August 8 – 9, 2026, Lagos & Abuja

September 12 – 13, 2026, Lagos & Port Harcourt

October 24 – 25, 2026, Lagos & Abuja

December 19 – 20, 2026, Lagos & Port Harcourt

**For Tutor -Led Class:** 9am – 4:30pm

**Workshop fee: Lagos:** N100, 000 per Participant

**Abuja / Port Harcourt:** N150, 000 per Participant

**Available for In-plant Training**

### Program overview:

Journey management is a process aimed at minimizing exposure to driving-related hazards, and preventing crashes and injuries. It is a procedure used to analyze and manage the risks Drivers face while they are "on the road".

Corporate Drivers are always on the road, moving goods, services and personnel from one point to another and as such encounter countless hazards, making their job one of the riskiest activities employees undertake.

This program is designed to assist Drivers learn journey management skills that will help them eliminate or minimize exposure to those hazards, manage the associated risks and reduce the likelihood of getting injured or killed in a work-related road crash.

### For whom:

This program is designed for all corporate drivers and their supervisors. Truck drivers who undertake long distance haul will also benefit from this course.

### Learning objectives:

At the end of the program, participants will be able to:

- schedule their journey carefully to avoid night driving and dangerous spots;
- take into account road hazards and weather conditions;
- adhere to the legal restrictions on driving times, distances and speed limits;
- explain what to do in case of an emergency;
- define their route options and different types of roads available;
- plan your rest periods and locations;
- think about the timing of your journey and how busy roads will be;
- identify black spots/route hazardous spots and high-risk locations;
- time your journey and allow extra time to account of unexpected delays;
- create a journey management plan in conjunction your supervisor;
- use journey management plan;
- check the roadworthiness of your vehicle; and
- design and use pre-trip checklist.

### Course outline:

#### Day 1: Journey Management: An Overview

Human Capital Associates Global Consult Ltd is Accredited by Nigeria Council for Management Development (NCMD)

Lagos: Human Capital Associates Global Consult Ltd: Acme House 2nd Floor, Ogbia Industrial Scheme, Ogbia, Ikeja – Lagos

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Tel: Office Lines: Mon – Fri | 8am-5pm | +234-8051365946, +234-7087578814 (Office Lines)

24/7 Lines: +234-8068933608 (WhatsApp), +234-8029170491 & +234-8145745664(WhatsApp) & +234-9112830607

- What Is Journey Management?
- Why Journey Management Plan?
  - Reduce costs
  - Contribute to a healthier workplace
  - Improve the environment
  - Enhance Drivers and other employees' productivity
- Journey Management Process
  - Step one - Identify potential hazards
  - Step two - Decide what will be done to avoid or minimize exposure
  - Step three - Build the trip plan
    - Establish a Check-In System
    - Check-In Contacts
  -

### Day 2: Road Trip Management

- Pre-trip Checklist: Take steps before you take to the road
  - Check the roadworthiness of your vehicle
    - Brakes, Coupling devices, Lights, Horn, Mirrors, Seatbelts,
    - Steering mechanism, Tires & Windshield wipers
- Critical Equipment List
  - First aid kit, Flashlight, Spare fuses, Jack, Warning triangles
  - Spare tire, High visibility clothing, fan belt etc.
- On the road
  - Defensive driving
  - Driver's behavior and attitude
    - Manage your fatigue using 3 steps of;
      - 1 – Stop, 2 – Revive,
      - 3 – Survive
  - Speed limit: Never compromise safety to be on time.
    - Using common sense speed limit
  - Effect of drunk / impaired driving
    - Alcohol and Drugs
  - Managing Driver's distractions
    - Use of Cellphone, Eating,
    - Conversation, Rubber-necking, etc.
- Emergency Management;
  - Vehicle Breakdown on the road
  - Use of C caution and locating a Towing truck
- Class exercise: Trip planning for Drivers

### LOCATIONS

1 - HCA Learning Centre. Acme House 2nd Floor, 23, Acme Road, Ogbia, Industrial Scheme, Ikeja, Lagos, Nigeria

2 – FAB By Toprank Hotel, Opposite Old Federal Secretariat Area 1, Garki, Abuja.

3 – Pakiri hotel Ltd., 4 Okwuruola Street, off Stadium Road, Rumuola, Port Harcourt, Rivers State.

In-plant Fee Negotiable

### WORKSHOP FEE:

**Workshop fee: Lagos: N100, 000 per Participant, VAT-N7,500**

**Abuja / Port Harcourt: N150, 000 per Participant, VAT-N11,250**

Note: this covers Workshop Fee, Tea/coffee break, Lunch, course materials and certificate of attendance.

Payment should be made into our Accounts:

Account Name: Human Capital Associates Global Consult Ltd.

Union Bank of Nig. PLC: Account No: 0097961537

First Bank of Nig. PLC: Account No: 2033683960

Keystone Bank Ltd.: Account No: 1007150325

**For Booking / Enquiry, Call: 234-8051365946, 234-7087578814  
24/7 Lines: 234-8068933608, 234-8029170491, 234-8145745664, & 234-9112830607**

### Training Methodology

Lectures, discussions, exercises, case studies, audio-visual aids will be used to reinforce these teachings/learning methods.

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