

# EMRS Quick Start Guide for Fleet Management



## **Fleet and property at an incident are documented in EMRS:**

- 1) Logistics creates fleet and property records in EMRS.
- 2) Logistics assigns fleet and/or property in EMRS to individuals at the incident and documents the return of assigned fleet and/or property in EMRS.
- 3) When an individual leaves the incident, EMRS verifies that all assigned fleet and property have been returned prior to check-out.

This guide covers managing fleet in EMRS. There are additional guides for the other Resource Management functions in EMRS. The ability to perform the tasks described is dependent on user roles. The user or one of the teams he/she is assigned to in EMRS must have Logistics roles in EMRS.

## **Fleet**

Fleet at an incident can be entered and tracked in EMRS. Logistics creates fleet in EMRS and tracks the assignment and return of fleet to individuals at the incident. Fleet can be reserved for a group (for example, Plans). Accident, repair, and maintenance can be tracked, along with removal and return to service of fleet.

### **Fleet Tasks**

- 1) Create Fleet (p. 1)
- 2) Assign Fleet (p. 4)
- 3) Return Assigned Fleet (p. 8)
- 4) Reserve Fleet for Groups (p. 10)
- 5) Create Accident, Repair, and Maintenance Records (p. 12)
- 6) Remove and Return to Service (p. 15)

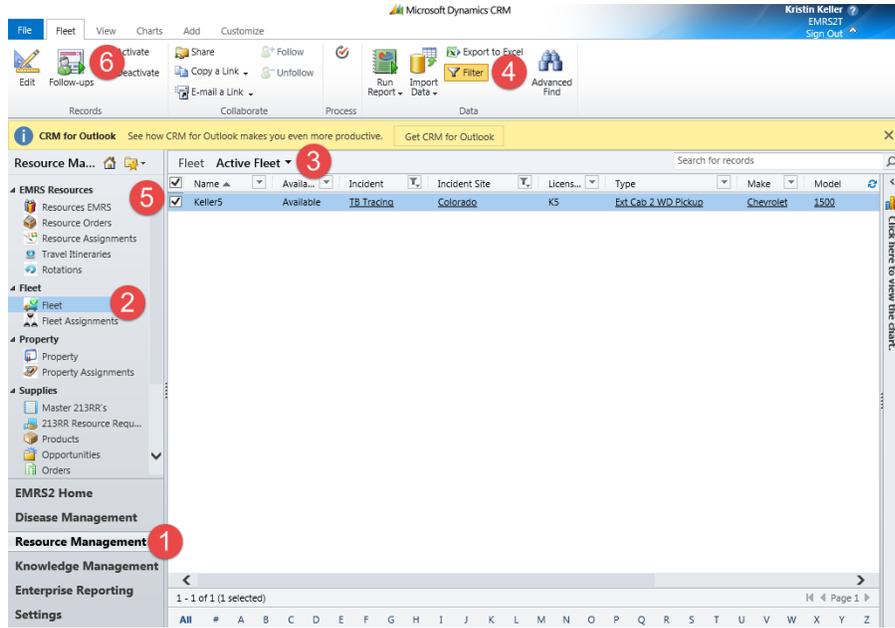
## **1. Create Fleet**

Logistics creates new fleet records in EMRS.

To create a new Fleet, navigate to the Fleet entity.

- 1) Select Resource Management.
- 2) In the Fleet section, select Fleet.
- 3) Verify that the view is Active Fleet. Change the view to Active Fleet if necessary.
- 4) If fleet are displaying for more than one incident and/or site, filter to display only fleet for your incident and incident site. *Note: You can create a personal view to display fleet for your incident and incident site as a default.*
- 5) In the grid, find and highlight an existing Fleet for your incident and incident site. You do not need to open the existing Fleet record.
- 6) Select the Follow-ups button in the ribbon.

## Active Fleet



- 7) The Add Follow-ups to Fleet dialog will open. Confirm that the correct Incident and Site are displaying in the Tip; the new Fleet will be created for this incident and site.
- 8) Select Create Fleet for the same Incident, Site, Access. *Note: If you know that the fleet you are creating is the same type, make, year, model, and color as the highlighted fleet, you can skip re-entering this information by selecting Copy Fleet – except ID and Plates.*

## Create Fleet

### Add Follow-ups to Fleet

What actions?

**What Action for fleet Keller5?**

- Create Fleet for same Incident, Site, Access. 8
- Copy Fleet- except ID and Plates
- Assign to Personnel or Premises
- Return Assigned Fleet
- Reserve Fleet for Groups
- Create Repair/Maintenance record
- Remove from Service
- Return to Service if not in service

**Tip** 7

Incident: [TB Tracing](#)  
 Site Managed: [Colorado](#)  
 Type: Ext Cab 2 WD Pickup  
 Make: Chevrolet  
 Year: 2014  
 Model: 1500  
 Color: Blue  
 Description:

Click to add comments

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- 9) Enter fleet ID (a unique number you are using to identify this vehicle at the incident).
- 10) Enter license plate.
- 11) Enter vehicle type.
- 12) Enter fleet make.

*Fleet ID*

**Add Follow-ups to Fleet**  
Fleet ID

**FleetID: (unique id)- required- this fleet will be created for the Incident, Site and access shown.** Tip >

TBC01 9

**License Plate**

AAA111 10

**Type**

SUV 4 dr 11

**Fleet Make- required**

Ford 12

Click to add comments

Help Summary Next Cancel

- 13) Enter year.
- 14) Enter model.
- 15) Enter color.
- 16) Enter description and accessories.

*Model Description*

**Add Follow-ups to Fleet**  
Model Description

**Year Model** Tip >

2015 13

**Model- required**

Edge 14

**Color**

White 15

**Description/Accessories** 16

Click to add comments

Help Summary Previous Next Cancel

17) New fleet is created. Dialog options:

- If you are done creating fleet, select: Quit I am done.
- If you need to create additional fleet with different characteristics, select: Create another fleet for the same site.
- If you need to create additional fleet with the same type, make, year, model, and color, select: Copy the fleet I just created except for ID and License.

### Fleet Success

**Add Follow-ups to Fleet**  
Success

You have created a new fleet item **TBCO1** of the type SUV 4 dr, Make Chevrolet, Year 2015, Model Edge at the incident TB Tracing and site Colorado under the access group Colorado.

**Tip**  
What next?

**What next?**

Quit I am done.

Create another fleet for same site.

Copy the fleet I just created except for ID and License.

17

Click to add comments

Help Summary Previous Next Cancel

| Fleet                               |           | Active Fleet |               |           |        |                     |           |      | Search for records |  |
|-------------------------------------|-----------|--------------|---------------|-----------|--------|---------------------|-----------|------|--------------------|--|
| Name                                | Availa... | Incident     | Incident Site | Licens... | Type   | Make                | Model     |      |                    |  |
| <input type="checkbox"/>            | Keller5   | Available    | TB Tracing    | Colorado  | K5     | Ext Cab 2 WD Pickup | Chevrolet | 1500 |                    |  |
| <input checked="" type="checkbox"/> | TBCO1     | Available    | TB Tracing    | Colorado  | AAA111 | SUV 4 dr            | Chevrolet | Edge |                    |  |

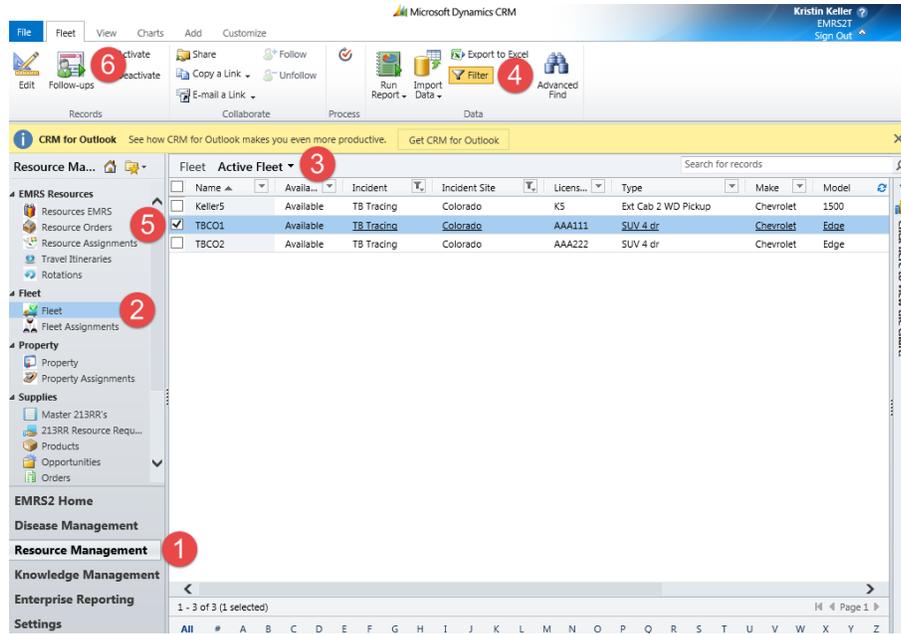
## 2. Assign Fleet

Logistics assigns fleet in EMRS. Fleet can be assigned to personnel or premises.

To assign fleet, navigate to the Fleet entity.

- 1) Select Resource Management.
- 2) In the Fleet section, select Fleet.
- 3) Verify that the view is Active Fleet. Change the view to Active Fleet if necessary.
- 4) If fleet are displaying for more than one incident and/or site, filter to display only fleet for your incident and incident site. *Note: You can create a personal view to display fleet for your incident and incident site as a default.*
- 5) In the grid, find and highlight the fleet you wish to assign. You do not need to open the fleet record.
- 6) Select the Follow-ups button in the ribbon.

## Active Fleet



- 7) The Add Follow-ups to Fleet dialog will open. Verify that the correct fleet appears in the Tip.
- 8) Select Assign to Personnel or Premises.

### Fleet Actions

**Add Follow-ups to Fleet**  
What actions?

**What Action for fleet TBCO1?**

- Create Fleet for same Incident, Site, Access.
- Copy Fleet- except ID and Plates
- Assign to Personnel or Premises **8**
- Return Assigned Fleet
- Reserve Fleet for Groups
- Create Repair/Maintenance record
- Remove from Service
- Return to Service if not in service

**Tip** **7**

Incident: [TB Tracing](#)  
 Site Managed: [Colorado](#)  
 Type: SUV 4 dr  
 Make: Chevrolet  
 Year: 2015  
 Model: Edge  
 Color: White  
 Description:

Click to add comments

- 9) Select Personnel. *Note: If the fleet will be assigned to a Premises rather than an individual, select Premises. This is uncommon.*
- 10) If there are a large number of personnel assigned to the incident, you can enter all or part of the individual's name to filter the list of personnel to select from on the next screen. Leave the field blank to see a list of all personnel with active Rotations at the incident.

### Assign to Personnel or Premises

#### Add Follow-ups to Fleet

Assign Fleet to Personnel or Premises

- 11) Individuals with active rotations will display in the drop-down. Select the person to whom you are assigning the fleet. *Note: If no rotation records display, back up and clear the filter if you entered a filter on the previous screen. If you did not enter a filter and no rotations display, this means there are no active rotations at the incident. Personnel must be checked in to the incident to have a rotation.*

### Rotations

#### Add Follow-ups to Fleet

Rotations

- 12) Enter assignment date and time.
- 13) Enter date and time due for return.
- 14) Select condition when assigned.

**Create Fleet Assignment**

**Add Follow-ups to Fleet**  
Create Fleet assignment?

- 15) Fleet is assigned.

**Fleet Assignment Success**

**Add Follow-ups to Fleet**  
Success

Fleet Assignments **Open Fleet Assignments** Search for records

| Access...                | Incide... | Incident Sit... | Assign... | Personnel (...) | Fleet It...    | Model... | Color (...) | License Plat... |        |    |
|--------------------------|-----------|-----------------|-----------|-----------------|----------------|----------|-------------|-----------------|--------|----|
| <input type="checkbox"/> | Colorado  | TB Tracing      | Colorado  | 11/19/201...    | KRISTIN KELLER | TBCO1    | 2015        | White           | AAA111 | Ch |

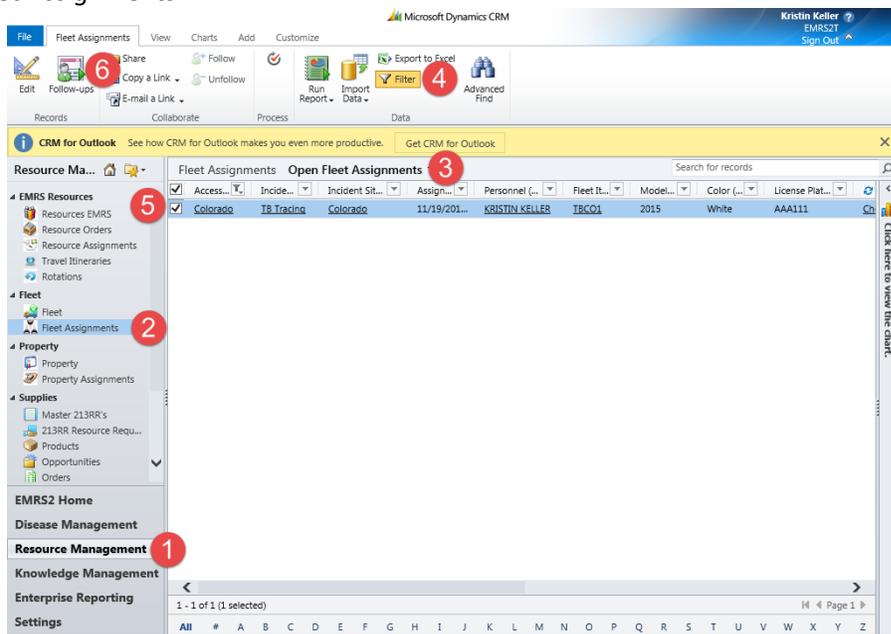
### 3. Return Assigned Fleet

Logistics documents the return of assigned fleet. An individual cannot be checked out of an incident in EMRS until all assigned fleet and property is returned.

To return assigned fleet, navigate to the Fleet Assignments entity.

- 1) Select Resource Management.
- 2) In the Fleet section, select Fleet Assignments.
- 3) Verify that the view is Open Fleet Assignments. Change the view to Open Fleet Assignments if necessary.
- 4) If fleet assignments are displaying for more than one incident and/or site, filter to display only fleet assignments for your incident and incident site. *Note: You can create a personal view to display fleet assignments for your incident and incident site as a default.*
- 5) In the grid, find and highlight the fleet assignment being returned. You do not need to open the fleet assignment record.
- 6) Select the Follow-ups button in the ribbon.

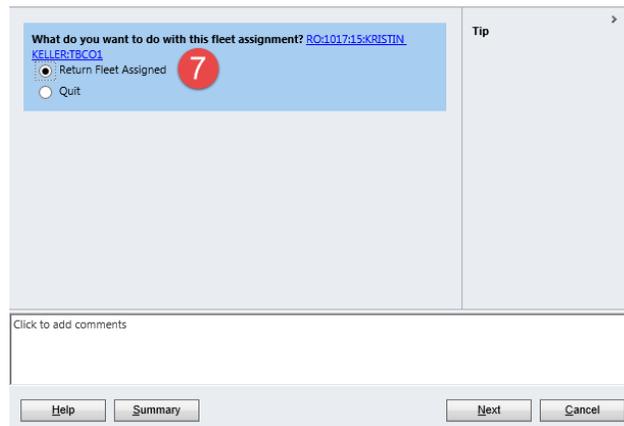
#### Open Fleet Assignments



- 7) The Return Fleet Assigned dialog opens. Select Return Fleet Assigned.

#### Return Fleet Assigned

Add Follow-ups-FA  
What do you want to do?



- 8) Enter return date and time.
- 9) Select returned condition.
- 10) Enter return comments.

*Date Returned*

**Add Follow-ups-FA**  
Enter Date Returned

**Enter Return Date**  
11/19/2014 1:07 PM Tip

**Returned Condition**

Good  
 Dirty  
 Damaged  
 Destroyed  
 Lost  
 Stolen

**Return Comments**  
Returned early

Click to add comments

- 11) The fleet is returned and now has a status of available so that it can be assigned to another individual.

*Return Assigned Fleet Success*

**Add Follow-ups-FA**  
Success

You have successfully entered a return date of 11/19/2014 1:07 PM for the fleet **TBCO1** in returned condition of Good and now has a status of ( Available )

Tip  
Click next to end.

Click to add comments

| Fleet Active Fleet                        |           |            |               |           |                     |           |       | Search for records |
|---|-----------|------------|---------------|-----------|---------------------|-----------|-------|--------------------|
| Name                                      | Availa... | Incident   | Incident Site | Licens... | Type                | Make      | Model |                    |
| <input type="checkbox"/> Keller5          | Available | TB Tracing | Colorado      | KS        | Ext Cab 2 WD Pickup | Chevrolet | 1500  |                    |
| <input checked="" type="checkbox"/> TBCO1 | Available | TB Tracing | Colorado      | AAA111    | SUV 4 dr            | Chevrolet | Edge  |                    |
| <input type="checkbox"/> TBCO2            | Available | TB Tracing | Colorado      | AAA222    | SUV 4 dr            | Chevrolet | Edge  |                    |

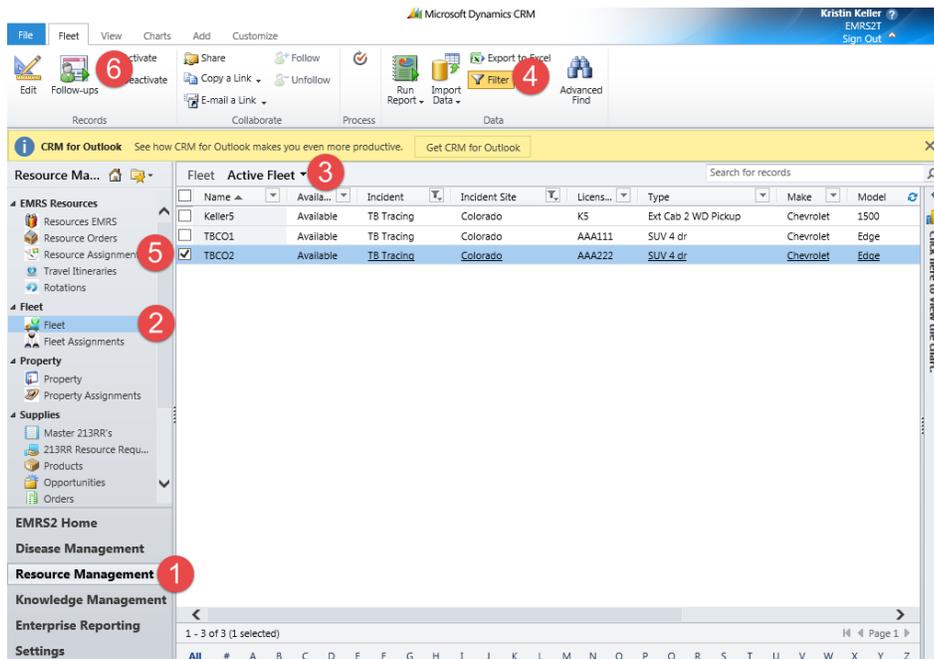
## 4. Reserve Fleet for Groups

Fleet can be reserved for groups at an incident, for example, Plans or Operations.

To reserve fleet for groups, navigate to the Fleet entity.

- 1) Select Resource Management.
- 2) In the Fleet section, select Fleet.
- 3) Verify that the view is Active Fleet. Change the view to Active Fleet if necessary.
- 4) If fleet are displaying for more than one incident and/or site, filter to display only fleet for your incident and incident site. *Note: You can create a personal view to display fleet for your incident and incident site as a default.*
- 5) In the grid, find and highlight the fleet you want to reserve for a group. You do not need to open the fleet record.
- 6) Select the Follow-ups button in the ribbon.

### Active Fleet



- 7) The Add Follow-ups to Fleet dialog opens. Select Reserve Fleet for Groups.

### Reserve Fleet for Groups

**Add Follow-ups to Fleet**  
What actions?

**What Action for fleet TBCO2?**

- Create Fleet for same Incident, Site, Access.
- Copy Fleet- except ID and Plates
- Assign to Personnel or Premises
- Return Assigned Fleet
- Reserve Fleet for Groups
- Create Repair/Maintenance record
- Remove from Service
- Return to Service if not in service

**Tip**  
Incident: [TB Tracing](#)  
Site Managed: [Colorado](#)  
Type: SUV 4 dr  
Make: Chevrolet  
Year: 2015  
Model: Edge  
Color: White  
Description:

Click to add comments

8) Select group for reservation.

*Select Group for Reservation*

**Add Follow-ups to Fleet**  
Reserve for what group.

Select group for Reservation

Planning

Tip

8

Click to add comments

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9) The fleet is reserved for the group.

*Reserve for Group Success*

**Add Follow-ups to Fleet**  
Success

The fleet selected **TBCO2** now has an availability of ( Reserved ) for ( Planning ).

Tip

9

Click next to end.

Click to add comments

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| Fleet                               |         | Active Fleet |            |               |           |                     |           |       | Search for records |  |
|-------------------------------------|---------|--------------|------------|---------------|-----------|---------------------|-----------|-------|--------------------|--|
| <input type="checkbox"/>            | Name    | Availa...    | Incident   | Incident Site | Licens... | Type                | Make      | Model |                    |  |
| <input type="checkbox"/>            | Keller5 | Available    | TB Tracing | Colorado      | K5        | Ext Cab 2 WD Pickup | Chevrolet | 1500  |                    |  |
| <input type="checkbox"/>            | TBCO1   | Available    | TB Tracing | Colorado      | AAA111    | SUV 4 dr            | Chevrolet | Edge  |                    |  |
| <input checked="" type="checkbox"/> | TBCO2   | Reserved     | TB Tracing | Colorado      | AAA222    | SUV 4 dr            | Chevrolet | Edge  |                    |  |

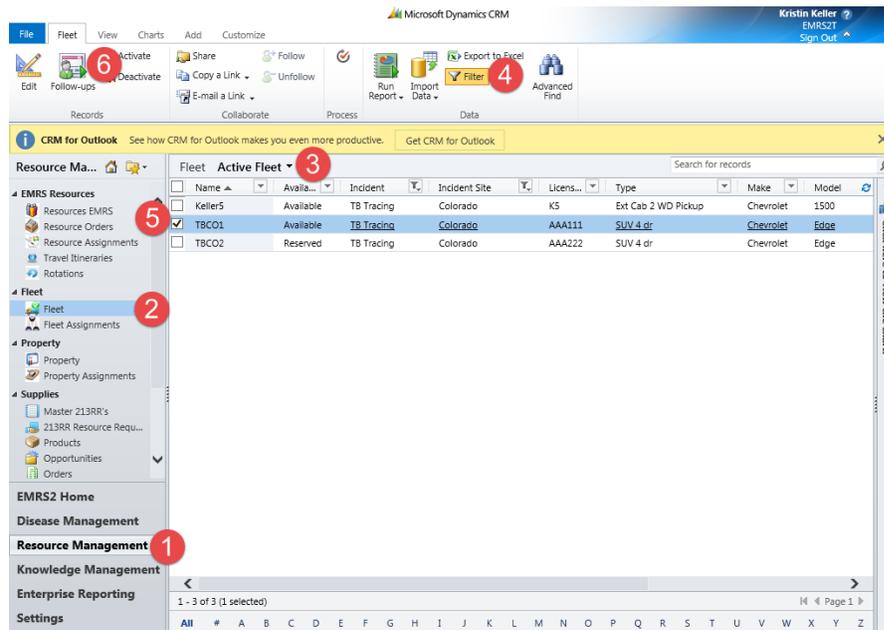
## 5. Create Accident, Repair, and Maintenance Records

Accident, repair, and maintenance records for fleet can be documented in EMRS.

To create a repair/maintenance record, navigate to the Fleet entity.

- 1) Select Resource Management.
- 2) In the Fleet section, select Fleet.
- 3) Verify that the view is Active Fleet. Change the view to Active Fleet if necessary.
- 4) If fleet are displaying for more than one incident and/or site, filter to display only fleet for your incident and incident site. *Note: You can create a personal view to display fleet for your incident and incident site as a default.*
- 5) In the grid, find and highlight the fleet for which you are creating a repair/maintenance record. You do not need to open the fleet record.
- 6) Select the Follow-ups button in the ribbon.

### Active Fleet



- 7) The Add Follow-ups to Fleet dialog opens. Select Create Repair/Maintenance Record.

### Create Repair/Maintenance Record

#### Add Follow-ups to Fleet

What actions?

**What Action for fleet TBCO1?**

- Create Fleet for same Incident, Site, Access.
- Copy Fleet- except ID and Plates
- Assign to Personnel or Premises
- Return Assigned Fleet
- Reserve Fleet for Groups
- Create Repair/Maintenance record (7)
- Remove from Service
- Return to Service if not in service

**Tip**

Incident: [TB Tracing](#)  
 Site Managed: [Colorado](#)  
 Type: SUV 4 dr  
 Make: Chevrolet  
 Year: 2015  
 Model: Edge  
 Color: White  
 Description:

Click to add comments

- 8) Select the event performed. Depending on the event you choose, the dialog will continue with specifics for that event.
- 9) Enter the date performed.
- 10) Entered performed by.
- 11) Enter cost; do not include a dollar sign.

*Select Event*

**Add Follow-ups to Fleet**  
Fleet Repair or Maint?

Which event was performed on this fleet item? [TBCO1](#)

Select report type  
 Accident **8**  
 Repairs  
 Maintenance

**Date Performed**  
11/19/2014 **9**

**Performed by:**  
[Text Field] **10**

**Cost enter as a 110.23 no \$ sign.**  
[Text Field] **11**

Click to add comments

- 12) Enter accident details or select maintenance or repair type.

*Accident Details*

**Add Follow-ups to Fleet**  
Accident Details

**Date of accident.** **12**  
11/19/2014 12:30 PM

**Tip**  
Please enter a general description of the accident on the next page and when dialog completes attach the accident report to the note created.  
  
Do not include any specific medical details just if there were injuries. If any PII is included then do not attach the report or place it under a special access group for Human resources professionals.

Click to add comments

## Repair Type

**Add Follow-ups to Fleet**  
Repair Type

Select Repair Type **12**

- Auto Body
- Mechanical
- Tire
- Glass
- Structural
- Electronics
- Other

Tip >

Click to add comments

Help Summary Previous Next Cancel

## Maintenance Type

**Add Follow-ups to Fleet**  
Maintenance type

Select Maintenance type **12**

- Gas
- Oil
- Tires
- Wash/Clean
- Safety Inspection
- Tune Up
- Batteries
- Other

Tip >

Click to add comments

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- 13) Enter comments/explanation for the accident, repair, or maintenance. If needed, after the dialog is complete, open the form and attach photos and/or receipts.

### Comments

**Add Follow-ups to Fleet**  
Comments

Comments/explanation- if needed after creation open document and attach photos or receipts. **13**

Filled the tank.

Tip >

Click to add comments

Help Summary Previous Next Cancel

- 14) The maintenance/repair record is complete. Open the fleet form to view associated accident, repair, and maintenance records.

### Accident Report Success

**Add Follow-ups to Fleet**  
Success

You created a new Accident report [TBCO1\Accident:](#) for the fleet item [TBCO1](#). **14**

Attach any documentation here> [Accident description.](#)

Tip >

Click to add comments

Help Summary Previous Next Cancel

## Maintenance Record Success

**Add Follow-ups to Fleet**  
Success

You have created a maintenance record [TBCO1:11/19/2014](#) for the fleet item [TBCO1](#). **Tip** 14 Click next to end.

Click to add comments

[Help](#) [Summary](#) [Previous](#) [Next](#) [Cancel](#)

## Repair Record Success

**Add Follow-ups to Fleet**  
Success

You have created a repair record [TBCO1:11/19/2014](#) for the fleet item [TBCO1](#). **Tip** 14 Click next to end.

Click to add comments

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Fleet **TBCO1** Availability Available Incident [TB Tracing](#) Incident Site [Colorado](#)

Accident/Repairs/Maintenance **Repair/Maintenance Associated View** Search for records

| <input type="checkbox"/> | Name ▲        | Fleet | Property | Event Type  | Repair Type | Maintenance Ty... | Performed by      | Cost     |  |
|--------------------------|---------------|-------|----------|-------------|-------------|-------------------|-------------------|----------|--|
| <input type="checkbox"/> | TBCO1:11/...  | TBCO1 |          | Maintenance |             | Gas               | Colorado Autom... | \$35.00  |  |
| <input type="checkbox"/> | TBCO1:11/...  | TBCO1 |          | Repair      | Auto Body   |                   | Colorado Autom... | \$352.00 |  |
| <input type="checkbox"/> | TBCO1:Acci... | TBCO1 |          | Accident    |             |                   |                   |          |  |

## 6. Remove Fleet from Service and Return Fleet to Service

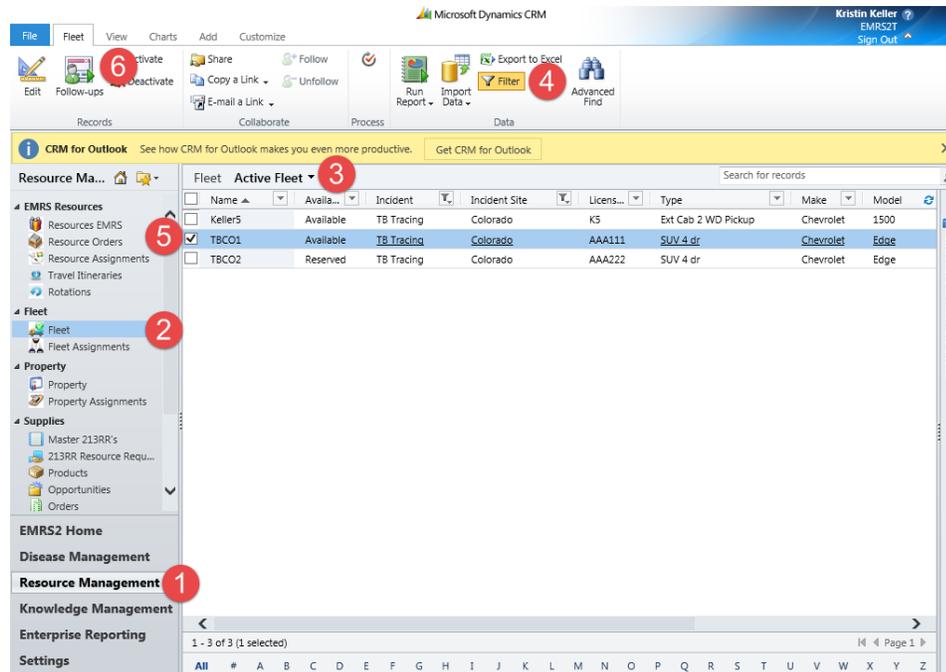
The removal of fleet from service and return of fleet to service can be documented in EMRS. Fleet may be removed from service for repair or maintenance, or it may be permanently removed from service. Fleet that has been removed from service is not available for assignment to an individual in EMRS.

### REMOVE FLEET FROM SERVICE

To remove fleet from service, navigate to the Fleet entity.

- 1) Select Resource Management.
- 2) In the Fleet section, select Fleet.
- 3) Verify that the view is Active Fleet. Change the view to Active Fleet if necessary.
- 4) If fleet are displaying for more than one incident and/or site, filter to display only fleet for your incident and incident site. *Note: You can create a personal view to display fleet for your incident and incident site as a default.*
- 5) In the grid, find and highlight the fleet you are removing from service. You do not need to open the existing Fleet record.
- 6) Select the Follow-ups button in the ribbon.

## Active Fleet



7) The Add Follow-ups to fleet dialog will open. Select Remove from Service.

### Remove from Service

#### Add Follow-ups to Fleet

What actions?

**What Action for fleet TBCO1?**

- Create Fleet for same Incident, Site, Access.
- Copy Fleet- except ID and Plates
- Assign to Personnel or Premises
- Return Assigned Fleet
- Reserve Fleet for Groups
- Create Repair/Maintenance record
- Remove from Service 7
- Return to Service if not in service

**Tip**

Incident: [TB Tracing](#)  
 Site Managed: [Colorado](#)  
 Type: SUV 4 dr  
 Make: Chevrolet  
 Year: 2015  
 Model: Edge  
 Color: White  
 Description:

Click to add comments

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8) Enter reason for removing from service.

*Removal Reason*

**Add Follow-ups to Fleet**  
Remove

**Remove the selected fleet item [TBCO1](#) from the fleet inventory for the following reason?**

Remove from service for repairs.

**8**

**Tip**

Explain why the fleet is being removed from service then click next.

Repairs, maintenance, returned to rental agency?

Click to add comments

Help
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9) Fleet is removed from service.

*Remove from Service Success*

**Add Follow-ups to Fleet**  
Success

The selected fleet [TBCO1](#) now has an availability status of ( Removed from Service )

**9**

**Tip**

Click next to end, do not back up.

Click to add comments

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| Fleet Active Fleet                  |         |                      |            |               |           |                     |           | Search for records |
|-------------------------------------|---------|----------------------|------------|---------------|-----------|---------------------|-----------|--------------------|
| <input type="checkbox"/>            | Name ▲  | Availability         | Incident   | Incident Site | Licens... | Type                | Make      |                    |
| <input type="checkbox"/>            | Keller5 | Available            | TB Tracing | Colorado      | K5        | Ext Cab 2 WD Pickup | Chevrolet | 15                 |
| <input checked="" type="checkbox"/> | TBCO1   | Removed from Service | TB Tracing | Colorado      | AAA111    | SUV 4 dr            | Chevrolet | Ed                 |
| <input type="checkbox"/>            | TBCO2   | Reserved             | TB Tracing | Colorado      | AAA222    | SUV 4 dr            | Chevrolet | Ed                 |

## RETURN FLEET TO SERVICE

To return fleet to service, navigate to the Fleet entity.

- 1) Select Resource Management.
- 2) In the Fleet section, select Fleet.
- 3) Verify that the view is Active Fleet. Change the view to Active Fleet if necessary.
- 4) If fleet are displaying for more than one incident and/or site, filter to display only fleet for your incident and incident site. *Note: You can create a personal view to display fleet for your incident and incident site as a default.*
- 5) In the grid, find and highlight the fleet you are returning to service. You do not need to open the existing Fleet record.
- 6) Select the Follow-ups button in the ribbon.

### Active Fleet

| Name    | Availability         | Incident   | Incident Site | Licens... | Type                | Make      |
|---------|----------------------|------------|---------------|-----------|---------------------|-----------|
| Keller5 | Available            | TB Tracing | Colorado      | K5        | Ext Cab 2 WD Pickup | Chevrolet |
| TBCO1   | Removed from Service | TB Tracing | Colorado      | AAA111    | SUV 4 dr            | Chevrolet |
| TBCO2   | Reserved             | TB Tracing | Colorado      | AAA222    | SUV 4 dr            | Chevrolet |

- 7) The Add Follow-ups to Fleet dialog will open. Select Return to Service if not in Service.

### Return to Service

**Add Follow-ups to Fleet**  
What actions?

**What Action for fleet TBCO1?**

- Create Fleet for same Incident, Site, Access.
- Copy Fleet- except ID and Plates
- Assign to Personnel or Premises
- Return Assigned Fleet
- Reserve Fleet for Groups
- Create Repair/Maintenance record
- Remove from Service
- Return to Service if not in service **7**

**Tip**  
Incident: [TB Tracing](#)  
Site Managed: [Colorado](#)  
Type: SUV 4 dr  
Make: Chevrolet  
Year: 2015  
Model: Edge  
Color: White  
Description:

Click to add comments

8) Fleet is returned to service, with a status of Available.

*Return to Service Success*

**Add Follow-ups to Fleet**  
Success Returned to Service

The fleet item selected **TBCO1** now has an availability status of ( Available ) and is eligible to be assigned. 8

**Tip** Click next to end, do not back up.

Click to add comments

| Fleet Active Fleet                  |          |                |            |                 |             |                     |           | Search for records |
|-------------------------------------|----------|----------------|------------|-----------------|-------------|---------------------|-----------|--------------------|
| <input type="checkbox"/>            | Name ▲ ▼ | Availability ▼ | Incident ▼ | Incident Site ▼ | Licens... ▼ | Type ▼              | Make ▼    | ↻                  |
| <input type="checkbox"/>            | Keller5  | Available      | TB Tracing | Colorado        | K5          | Ext Cab 2 WD Pickup | Chevrolet | 150                |
| <input checked="" type="checkbox"/> | TBCO1    | Available      | TB Tracing | Colorado        | AAA111      | SUV 4 dr            | Chevrolet | Edg                |
| <input type="checkbox"/>            | TBCO2    | Reserved       | TB Tracing | Colorado        | AAA222      | SUV 4 dr            | Chevrolet | Edg                |