Sharing the Plug: Managing Fleet and Employee EV Charging at Work

PURPOSE

Guidance for businesses designing EV charging programs that allow fleet vehicles to share chargers with employee and/or customer vehicles. For fleet electrification strategies and charging vendor selection advice, visit chargeatwork.org.

IDENTIFY OVERLAPPING USE CASES

- Identify key stakeholders representing fleet management and employee benefit management.
- Define primary charging objectives for existing or planned EV charging infrastructure.
- Clarify charging priorities between employee, customer, and fleet vehicles at different times of the day and days of the week.
- Evaluate employees' private vehicle charging demand.
- Review fleet vehicle routes and existing or potential charging demand at each site.
- Determine whether any fleet vehicle charging should be prioritized over employee charging.
- Determine which fleet vehicles require dedicated charging/parking spaces.
- Use dwell-time data and vehicle turnover rates to update how many chargers fleet vehicles require, employees desire, and whether customers may benefit from charging access.
- Establish access controls or pricing to manage user group overlap.



DEFINE DUAL PURPOSE NEEDS

- Use networked EVSE with user authentication to manage overlapping access times.
- Work with the local utility to size electrical service to accommodate simultaneous loads or use energy management systems (EMS) to prioritize certain chargers over others.

SITE DESIGN RECOMMENDATIONS

- Separate fleet-only stalls with clear signage, if needed.
- Utilize reservation and notification systems to help employees, customers, and fleet vehicle drivers navigate chargers available to multiple user types, if needed.
- Utilize wayfinding and clear signage in and nearby charging spaces, particularly if any medium- or heavy-duty vehicles will be using the chargers.

POLICY AND PRICING

- Engage key stakeholders to determine pricing for fleet, customer, and employee vehicle charging.
- Include critical charger features like access control, idle fees, fleet charging overrides, notification and reservation systems, and more within key criteria lists to help evaluate charging vendors.
- Consult with charging vendors to differentiate pricing structures between fleet, customer, and employee vehicles.
- Consider managed-charging features to charge fleets off-peak while employees charge during work hours.

INTERDEPARTMENT COLLABORATION

- Coordinate with fleet managers early: maintenance cycles, telematics, and duty schedules can guide charger port count and placement.