

FLEET OPERATIONS / COMPLIANCE / DRIVER WORKFLOW

FleetSlate Suite

Full installation, operation and recovery manual

VERSION 3.10.0 FleetSlate Office for Windows and FleetSlate Driver as an installable offline-capable mobile PWA.

For administrators, office teams and drivers

August 2026

How to use this manual

Chapters 1-5 guide the administrator through architecture, installation and first setup. Chapters 6-10 cover FleetSlate Office. Chapters 11-15 cover phones, tablets and FleetSlate Driver. The final chapters cover offline operation, backup, recovery, security, updates and troubleshooting.

ESSENTIAL FleetSlate Driver can work without an internet connection only after a successful online sign-in and synchronisation on that specific device. A new device cannot contain records it has never downloaded.

1. Product overview

FleetSlate Suite is a self-hosted fleet operations, compliance and driver-workflow system. FleetSlate Office and FleetSlate Driver use one authoritative company database while keeping their interfaces and permissions separate.

Component	Purpose	Typical device
FleetSlate Office	Planner, fleet, drivers, compliance, documents, defects, checks, timesheets and administration	Windows computer or laptop
FleetSlate Driver	Personal schedule, vehicle/trailer checks, defect evidence, documents, timesheet and history	Phone or tablet
FleetSlate Server	SQLite database, protected files, authentication, API and synchronisation	Office computer or VPS

Driver is an installable Progressive Web App (PWA). It receives an app icon, launches without the browser toolbar and stores an offline application shell, authorised data, queued work and selected files. No App Store or Google Play publication is required for the PWA distribution model.

1.1 Packages, drivers and vehicle limits

Package	Monthly price	Active vehicle allowance
Starter	£19.99	Up to 10
Growth	£29.99	Up to 20
Unlimited	£49.99	Unlimited

Every package contains the complete Office and Driver workflow and unlimited drivers. Only active vehicles are limited. Set a vehicle to Archived when it is no longer part of the working fleet. Archived history remains available and is never deleted by a package change.

LICENCE SAFETY A signed FleetSlate licence file controls the package on the local server. If a licence expires, existing records, checks, defects and Driver evidence remain accessible. Only adding or reactivating vehicles is paused until a renewed licence is installed.

2. Deployment models

2.1 Single office computer

The lowest-cost evaluation model. Setup starts FleetSlate at <http://localhost:4173>. Office works on that computer. A phone cannot use localhost because localhost always means the phone itself.

2.2 Local network

Computers on the same secured network can connect to the server address. Ordinary HTTP may restrict PWA installation, camera access and service-worker reliability, so public HTTPS remains the preferred mobile configuration.

2.3 Public HTTPS

Use a domain, a secured VPS, Docker and Caddy when drivers work away from the office. Caddy can obtain and renew public TLS certificates automatically. Keep the application port private and expose only HTTPS through the reverse proxy.

SECURITY Never expose port 4173 directly to the public internet. Use HTTPS, a firewall, maintained operating systems and an externally stored encrypted backup.

3. Requirements

- Windows 10 or Windows 11 in a supported state.
- Microsoft Edge or Google Chrome for Office.
- At least 4 GB RAM; 8 GB or more is recommended for larger fleets.
- SSD capacity for the database, photographs, documents and retained backups.
- Android with a current Chrome/Edge, or iPhone/iPad with current Safari.
- A stable HTTPS address for remote Driver installations.

4. Installing FleetSlate Office on Windows

1. Run FleetSlate-Setup-3.10.0-UNSIGNED.exe (or the commercially signed equivalent).
2. Choose Install. The setup is designed for the current Windows user.
3. Wait while FleetSlate, its bundled runtime and backup tools are installed.
4. Allow FleetSlate Office to open automatically.
5. Complete the company setup and create the Office administrator PIN.

SIGNED COMMERCIAL RELEASE The public sales build must be signed and timestamped by the seller's validated legal identity. The unsigned development candidate can trigger Windows SmartScreen and must not be marketed as the final signed release.

4.1 Installed data locations

Folder	Contents
data	SQLite database and database working files
media	Defect photographs and signatures

Folder	Contents
documents	Files uploaded through Office and Driver
backups	The latest 14 complete verified backups
runtime	The bundled Node.js runtime

5. First configuration

6. Enter the exact company/fleet name used on the supplied licence.
7. Choose the interface accent colour.
8. Create a 4-12 digit Office administrator PIN and store it securely.
9. Open Settings and install the signed JSON licence file supplied with the order.
10. Add every driver with a unique Driver PIN.
11. Add vehicles and trailers and complete compliance dates.
12. Test Driver sign-in on a real phone while online.
13. Confirm the same phone can reopen downloaded data after connectivity is removed.

6. Dashboard, planner and fleet

6.1 Dashboard

The dashboard summarises today's operation, records requiring attention, fleet status and recent activity. Vehicles Planned Today counts only planner items containing a real selected vehicle. Events without a vehicle do not create a false Vehicle Check requirement.

6.2 Planner

Planner supports Assignment, Maintenance, Inspection, Training, Holiday, Meeting, Reminder and Other. Only the date and start time are mandatory. An event can contain a database driver, manually entered person, vehicle, fleet number, registration, trailer, locations, reference, instructions and status.

- Use Published when an item is ready for the driver.
- Cancelled events are excluded from live operation.
- No vehicle is valid for training, leave or meetings.
- Review the 7-day or 14-day view before publishing work.

6.3 Fleet

Vehicle and trailer records hold identifiers, registrations, status, mileage and operational due dates. Enter the new date promptly after MOT, PMI, service or tachograph calibration is completed.

7. Drivers and compliance

Driver records include operational details, access PIN, active status and expiry dates for Driving Licence, Driver CPC and Tachograph Card. Compliance combines driver, vehicle and trailer deadlines in one queue.

Level	Window	Action
Upcoming	Within 60 days	Plan renewal or booking
Due soon	Within 30 days	Confirm appointment and evidence
Urgent	14 or 7 days	Escalate and monitor
Overdue	Date has passed	Immediately assess whether work can continue

LEGAL STATUS FleetSlate provides reminders and evidence handling. It does not replace the operator's legal decision about whether a driver, vehicle or trailer may work.

8. Checks, defects and timesheets

8.1 Vehicle and Trailer Checks

The driver records each check item, adds a comment and up to three photographs for a defect, and signs the completed check. Vehicle and Trailer Checks are separate records so evidence is attached to the correct asset.

8.2 Defects

Office receives the description, category, severity, photographs and status history. Supported statuses include Reported, Acknowledged, Assigned to workshop, Repair in progress, Repair completed, Reviewed and Closed.

8.3 Timesheets

Timesheets cover shift start/end, breaks, night out, parking, tolls, expenses, comments and signature. Office can approve a submission or return it with a correction note.

9. Documents and notes

The searchable library connects files and notes to a driver, vehicle, trailer or the general company collection. Office provides filters, sorting, pagination, image/PDF preview and original-file download.

- Driver can use the camera or choose a device file.
- Office can view and download authorised Driver uploads.
- A note without a file is available with the offline data snapshot.
- A protected file is offline-ready only after it has been cached on that device.
- Protected files are served through authenticated routes, not public direct links.

10. Settings, export and audit

Settings cover company identity, the Office PIN, retention, audit and JSON export. JSON export contains database records but is not a complete backup because photographs and uploaded files are stored outside the database.

COMPLETE RECOVERY Use the automatic complete backup folders for disaster recovery, not the JSON export alone.

11. Installing Driver on Android

14. Open the company HTTPS /driver/ address in Chrome or Microsoft Edge.
15. Press Install FleetSlate Driver.
16. If no native prompt appears, open the three-dot menu and choose Install app or Add to Home screen.
17. Open Driver from its new app icon.
18. Sign in online with the assigned PIN.
19. Wait for the green Connected state before travelling.

DO NOT USE INCOGNITO Private browsing does not provide dependable persistent application storage.

12. Installing Driver on iPhone or iPad

20. Open the /driver/ address in Safari.
21. Press Share - the square with an upward arrow.
22. Choose Add to Home Screen. Scroll the actions list if required.
23. Press Add.
24. Launch Driver from the new Home Screen icon.
25. Sign in online and wait for Connected.

iOS does not provide a universal programmatic PWA install prompt. Safari Add to Home Screen is the simplest supported installation route without the App Store.

13. Daily Driver workflow

26. Open Driver online before the shift.
27. Review My schedule and the allocated vehicle/trailer.
28. Complete the required Vehicle and Trailer Checks.
29. Report defects with accurate descriptions and clear photographs.
30. Start the timesheet and record breaks and expenses.
31. Upload requested documents.
32. Check Connected before entering a poor-signal area.
33. After reconnecting, leave Driver open until queued work is sent.

14. Offline mode and synchronisation

FleetSlate stores the last authorised role data, queued changes, a local PBKDF2 PIN verifier and cached files in IndexedDB. The service worker stores the application shell. Supported offline actions use unique client identifiers so retrying a queued operation does not create duplicate server records.

State	Meaning	Action
Connected	Server sync is active	Work normally
Offline mode	Local data is shown; writes are queued	Continue and do not clear app data
Reconnecting	Queued work is being sent	Keep Driver open
No offline profile	No earlier online sign-in exists	Connect and sign in online

TECHNICAL LIMIT No application can restore information to a new device that the device has never downloaded. The local copy can also be removed if the user or operating system clears application storage.

15. Device files and storage

- Keep sufficient free storage on the phone/tablet.
- Exclude FleetSlate from automatic cleaning utilities.
- Do not remove the Home Screen web app or clear its website data.
- Open critical documents online once before planned offline work.
- Treat the server as the authoritative record after synchronisation.

16. Automatic backup

FleetSlate keeps two complementary local backup layers. Operational changes are grouped and create a complete latest-use backup after 45 seconds without another change. A final latest-use backup is attempted on a normal shutdown. The hidden backup agent also creates verified rotating backups at startup and every six hours, retaining the latest 14.

Backup item	Purpose
latest-use	Most recent coalesced complete snapshot
fleetslate.db	Consistent SQLite copy after WAL checkpoint
media	Defect photographs and signatures
documents	All uploaded documents
BACKUP-MANIFEST.json	File list, sizes and SHA-256 values
LATEST-BACKUP.txt	Latest backup path and time

3-2-1 BACKUP A backup on the same disk does not protect against disk failure or theft. Keep another encrypted copy on separate media and one approved off-site copy.

17. Restore procedure

34. Stop FleetSlate work and notify users.
35. Run RESTORE-FLEETSLATE.bat on the server computer.
36. Confirm the displayed latest backup.
37. Type RESTORE exactly.
38. The tool stops the server, verifies SHA-256, restores database/media/documents and restarts FleetSlate.
39. Check recent Office records and files.
40. Open Driver online so devices receive the recovered state.

18. Public HTTPS production deployment

41. Register a domain/subdomain controlled by the seller or customer.
42. Point DNS to the secured VPS.
43. Set FLEETSLATE_DOMAIN.
44. Start docker-compose.production.yml with persistent volumes.
45. Verify /api/health, /office/ and /driver/.
46. Test PWA installation and offline recovery on real devices.

47. Configure encrypted backup outside the VPS.

19. Security and privacy

- Use HTTPS for every connection outside localhost.
- Issue unique PINs and deactivate leavers immediately.
- Restrict server and backup access.
- Encrypt Windows/server disks and off-site backups.
- Do not email unencrypted backups.
- Define retention for worker documents, photographs and audit history.
- Maintain Windows, browser, runtime, Docker images and FleetSlate.
- Complete an independent security assessment before commercial production.

Customers will normally be data controllers for their driver/workforce data. A seller providing managed hosting or support access is normally a processor and requires a written Data Processing Agreement and documented subprocessors.

20. Updates and maintenance

48. Confirm a recent complete backup.
49. Record the running version and /api/health result.
50. Install the new build during a maintenance window.
51. Preserve data, media, documents and backups.
52. Test Office, Driver, a document, a check and offline synchronisation.
53. Open installed mobile apps online so the updated service worker is activated.

21. Troubleshooting

Problem	Likely cause	Resolution
Driver does not offer installation	HTTP, private mode or unsupported browser	Use HTTPS and Chrome/Edge; on iOS use Safari Share > Add to Home Screen
Offline PIN fails	No earlier online sign-in	Connect, sign in and wait for Connected
New data is missing	The device has not synchronised	Open Driver online and allow refresh
File unavailable offline	Not cached or storage is full	Open it online and free storage
Office will not open	The local server did not start	Restart FleetSlate Server or Windows
No recent backup	Agent failed or disk is full	Check backup.log and available storage
SmartScreen warning	Installer is not commercially signed	Use only the signed public release

22. Production acceptance checklist

- Office starts after a Windows sign-in/restart.
- Every driver has a unique PIN.
- Vehicles, trailers and compliance dates are correct.
- Every target phone/tablet type passes Driver installation.
- Every device passes online-first and offline reopening tests.
- An offline write synchronises exactly once.
- A defect photograph and Driver document are visible in Office.
- A full backup contains database, media, documents and manifest.
- A controlled restore test succeeds.
- The public address uses HTTPS and port 4173 is private.
- The final installer has a verified publisher signature and timestamp.
- Legal, privacy and independent security reviews are complete.

Scope and responsibility

FleetSlate 3.10.0 is a deployable operational system. Final server configuration, domain ownership, access control, off-device backup, retention, legal compliance and customer acceptance remain the operator/seller's responsibility. Complete real-device acceptance testing and an independent security review before processing production worker documents.

23. Live Tracking

FleetSlate 3.10.0 adds optional live location sharing between FleetSlate Driver and FleetSlate Office. The feature is disabled by default and must be configured by the Office administrator.

23.1 Tracking modes

- Off - Driver does not request or send location information.
- Driver choice - each driver can switch current-location sharing on or off in FleetSlate Driver.
- Managed while Driver is online - Office enables sharing while FleetSlate Driver is open, online and permitted to use device location. The Driver switch is hidden, but a permanent visible indicator remains in the app.

23.2 What Office can see

- The current or last known position on the Live Tracking map.
- The server update time and whether the point is live, recent or last known.
- Reported location accuracy and device-reported speed where available.
- One latest point per driver. FleetSlate does not retain a route history in the tracking collection.

23.3 Driver transparency and permission

FleetSlate Driver always shows a location-sharing indicator whenever tracking is enabled. Managed mode does not remove this indicator. The phone or tablet must still grant system location permission, and the application must be served over HTTPS for normal mobile use.

23.4 Mobile and browser limitations

A browser or mobile operating system may pause location updates when the PWA is closed, force-stopped, placed into a restricted battery mode, denied permission or disconnected from the internet. FleetSlate marks sharing as paused when possible and resumes when the open application is online again. This is not guaranteed background GPS tracking.

23.5 Privacy and employment use

Before enabling worker monitoring, the operator should document the purpose, lawful basis, access controls, retention approach and driver notice in its own privacy and employment procedures. FleetSlate provides technical transparency and latest-point storage; it does not replace legal or HR review.

23.6 OpenStreetMap

The Office map uses OpenStreetMap tiles and displays the required contributor attribution. Recently viewed tiles may be cached by the Office service worker to improve resilience, subject to browser storage and network rules.

24. FleetSlate domain and rebrand

The public product domain is <https://fleetslate.uk>. Customer deployments may use an individual HTTPS subdomain such as clientname.fleetslate.uk. Existing email delivery and private download infrastructure can remain unchanged until the owner migrates those services separately.