# Workforce Transportation Checklist

A practical way to assess if your workforce transportation is actually working.
Use this checklist to review your current transport setup. It's designed to help you identify gaps, align internally and take action.

## Shift coverage & accessibility

- All shift times are covered (including early mornings and late nights)
- Transportation aligns with where workers actually live
- Remote or hard-to-reach sites are supported

## Reliability & attendance impact

- Workers consistently arrive on time for shifts
- Transportation delays are tracked and communicated efficiently
- Backup options exist for disruptions

## Cost control & efficiency

- Transportation spend is centralized and visible
- Reliance on taxis or last-minute fixes is low
- Routes are optimized for usage and occupancy

## Employee experience & retention

- Workers feel safe commuting at all shift times
- Services are predictable and easy to use
- Transportation is not a barrier to attendance or retention

## Visibility, data & control

- There is visibility into routes and performance
- Issues are identified and addressed quickly
- Decisions are informed by data

## Scalability & flexibility

- Services can scale with demand
- New stops and routes for shifts can be added quickly
- The solution doesn't rely on manual coordination

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## Turn insight into action

If you found gaps, Zeelo can help you improve coverage, reliability, and cost.