

YOU DRIVE, WE CARE.



# Electromobility

DKV Cockpit - Instructions (EN)



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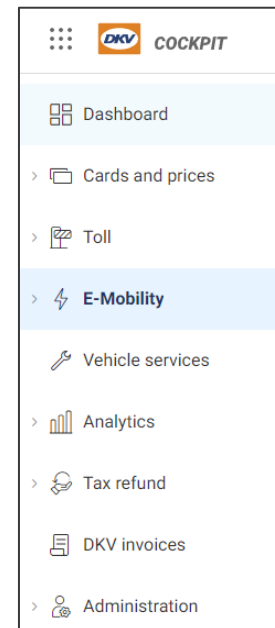
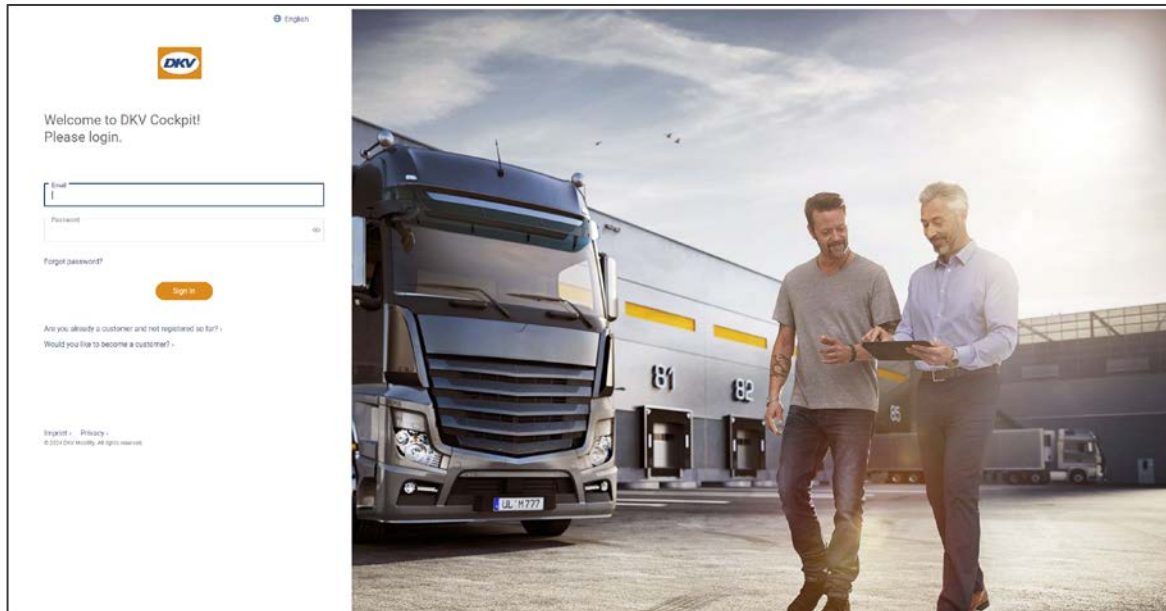
# 01 – E-Mobility in the DKV Cockpit

# E-Mobility in the DKV Cockpit

In the portal, you can view the consumption data of your fleet in euros, liters and transactions as well as the associated names.

In addition, all charging processes are displayed with known and individual customer data such as card number, vehicle registration number and card add-on.

If you do not yet have access, please get in touch with your contact person at DKV Mobility.



# 02 – Detailed view of the charging points

# Detailed view of the charging points

In the "E-Mobility - Charging points" section, you will find a comprehensive overview of all charging points containing the following information:

- Location details
- Charging type (AC/ DC)
- Manufacturer
- Usage rates for the current month
- Current status messages
- Export options for all charging processes (except private charging @home with the DKV Partner Card)
- Option to restart the box and manually unlock the plug

Identifier	Description	Station ID	Manufacturer	Power Type	Type	Location	Consumption/month	Usage/month	Status
LG-1111-1	Parking Lot 1	LP0000A1	innogy	AC	@work	DE, Achatellen, Lindenstraße 99	182.27 kWh	23.5% ↑	Available since 1 minute
48271653-1	Karl Fischer	48271653	Keba AG	DC	@home	DE, Potsdam, Gartenweg 73	45.11 kWh	3.1% ↓	Available since 3 days
LG-9999-1	Front 1	LP9999Z1	innogy	AC	@work	DE, Kassel, Rosenweg 21	78.82 kWh	13.2% ↑	Occupied since 31 minutes
LG-9999-2	Front 2	LP9999Z2	innogy	AC	@work	DE, Kassel, Rosenweg 21	31.94 kWh	4.7% ↓	Occupied since 1 hour
53682719-1	Hans Becker	53682719	Keba AG	AC	@home	DE, Weimar, Bahnhofstraße 128	1.42 kWh	1.2%	Available since 1 month
91837465-1	Sophie Schneider	27486139	Keba AG	DC	@home	DE, Bremen, Kirchplatz 63	62.10 kWh	32.1% ↑	Occupied since 3 hours
27486139-1	Anke Schmidt	27486139	innogy	AC	@home	DE, Augsburg, Hauptstraße 145	76.02 kWh	4.0%	Available since 22 hours

7 Charge points   6 Locations   477.68 kWh Total Consumption   11.7% Usage

# Detailed view of the charging points

By selecting a specific station, you can call up additional details and functions of the station. These include, among other things:

- Display of the box type and firmware
- EVSE ID
- Plug information (socket/cable)
- Resetting the charging station
- Unlocking the plug

Your advantages:

- Detailed overview of a charging point
- Quick self-help for 1st level problems
- No need to trigger the FI due to individual restart

The screenshot displays the DKV COCKPIT interface. On the left is a navigation menu with options like Dashboard, Cards and prices, Toll, E-Mobility, Charge points, Vehicle services, Analytics, PowerTMS, Tax refund, DKV invoices, and Administration. The main area shows a table of 'Charge points (7)' with columns for Identifier, Description, Station ID, Manufacturer, Power Type, Type, Location, and Consumption. The table lists various stations, with 'LG-9999-1 Front 2' selected. On the right, a 'Station details' panel shows information for 'Charging station DE, Kassel, Rosenweg 21', including its ID, manufacturer (innogy), type (eBox professional S), and firmware (2.2.1). Below this, it shows 'Charge point - LG-9999-2' with an 'Available' status, EVSE ID, and connector details (Type 2, SOCKET, 11 kW | AC). A 'Reset charging station' dialog box is overlaid on the table, with the message: 'Resetting this charging station will stop all active sessions. This may take up to 15 mins.' and buttons for 'Cancel' and 'Reset charging station'.

# 03 - Cost transparency

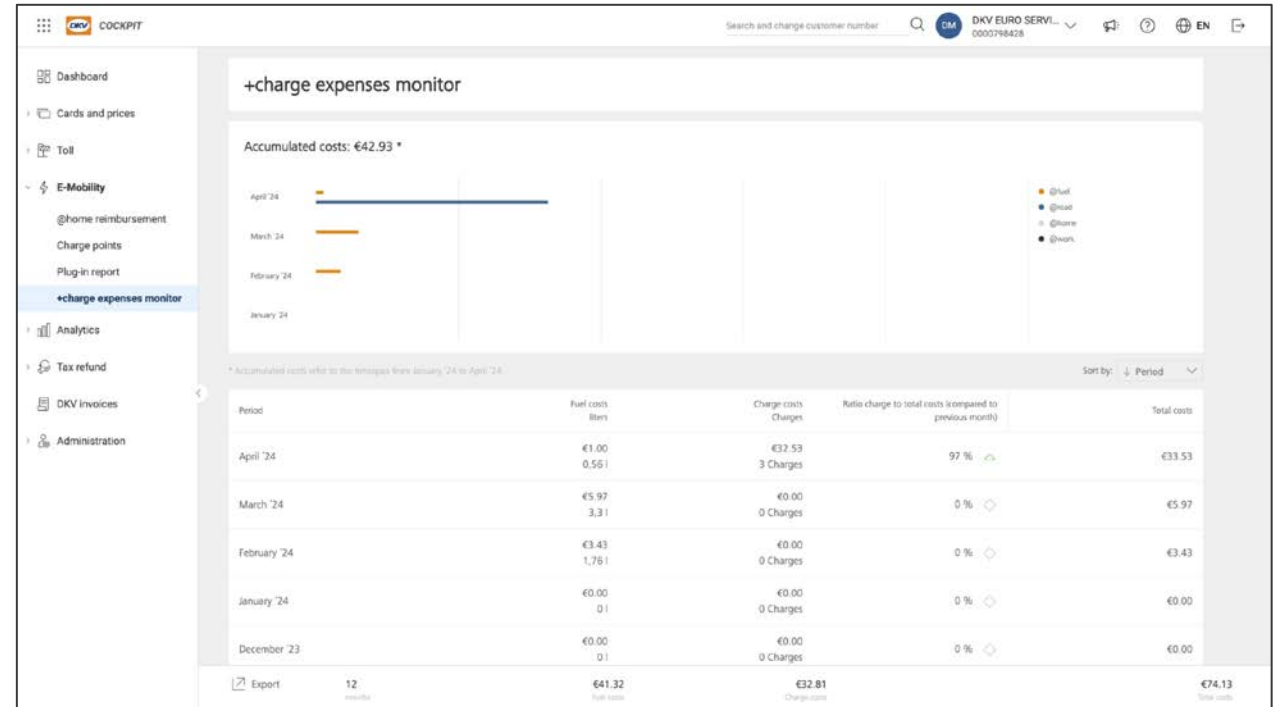


# Cost transparency and individual reports

With the DKV Mobility cost monitor, you have all costs at a glance:

- Report for refueling and charging
- Comparable units: Euro, liter, number of transactions
- Simple export and filter functions
- Relative display of charging and total costs compared to the previous month

Note:  
The data is expected to be transferred to DKV Analytics in Q4 2024



# 04 - Domestic electricity reimbursement

# Domestic electricity reimbursement for @home users

The overview for home power reimbursement enables simple management of @home charging points.

It offers the following functions:

- Overview of all @home users including charging point number
- Simple maintenance of employees' electricity tariffs (gross price/ kWh)
- Display of monthly reimbursement amounts and energy consumption when charging at home
- Price change display via the history

Search and change customer number  **DKV Mobility** 999999999

### @home reimbursement (5)

The @home reimbursement is activated as soon as you set the electricity price for your @home user. From then on, you will find the settled transactions in the service record. [Go to history](#)

Search

Name	E-mail	Identifier	Start date	@home electricity price	Consumption/month	Reimbursement amount	Status
Olivia Harper	olivia.harper@web.com	26485555-1	07/05/2024	37.11 ct/kWh	42.67 kWh	€15.83	Approved
Ethan Reynolds	ethan.reynolds@web.com	26486666-1	10/04/2022	29.75 ct/kWh	65.83 kWh	€19.58	Approved
Ava Mitchell	ava.mitchell@web.com	26487777-1	02/01/2024	29.99 ct/kWh	38.48 kWh	€11.54	Approved
Lukas Schneider	lukas.schneider@web.com	26488888-1	01/16/2024	33.97 ct/kWh	87.21 kWh	€29.63	Approved
Emma Wagner	emma.wagner@web.com	26489999-1	02/28/2024	33.90 ct/kWh	67.14 kWh	€22.76	Approved

Search and change customer number  **DKV Mobility** 999999999

### Change history

@home electricity contracts

Date, time	User	Event group	Event	Details
2024/05/22, 14:08	Christopher Schmidt	@home electricity contracts	Updated by fleet manager Charge point name   DE CMB-E0002123-1 Owner   Olivia Harper Contract ID   68a9123-1a6-4337-82c9-G5c07c63465 Price   37.11 ct/kWh Validity   12.09.2024 - open end Documents   Updated Approval status   Approved	<a href="#">Details</a>
2024/05/21, 12:48	Ethan Reynolds	@home electricity contracts	Updated by driver Charge point name   DE CMB-E0004383-1 Owner   Ethan Reynolds Contract ID   c556800e-ac21-48b-8261-bcf175d754f8 Price   29.75 ct/kWh Validity   12.04.2023 - open end Documents   Updated Approval status   Pending	<a href="#">Details</a>
2024/05/20, 09:54	Christopher Schmidt	@home electricity contracts	Updated by fleet manager Charge point name   DE CMB-C0000432-1 Owner   Lukas Schneider Contract ID   41375edf-c856-40a0-b59d-04e322e098d4 Price   33.97 ct/kWh Validity   23.08.2024 - open end Documents   Updated Approval status   Approved	<a href="#">Details</a>
2024/05/15, 15:29	Ava Mitchell	@home electricity contracts	Created by driver Charge point name   DE CMB-X00007789-1 Owner   Ava Mitchell	<a href="#">Details</a>

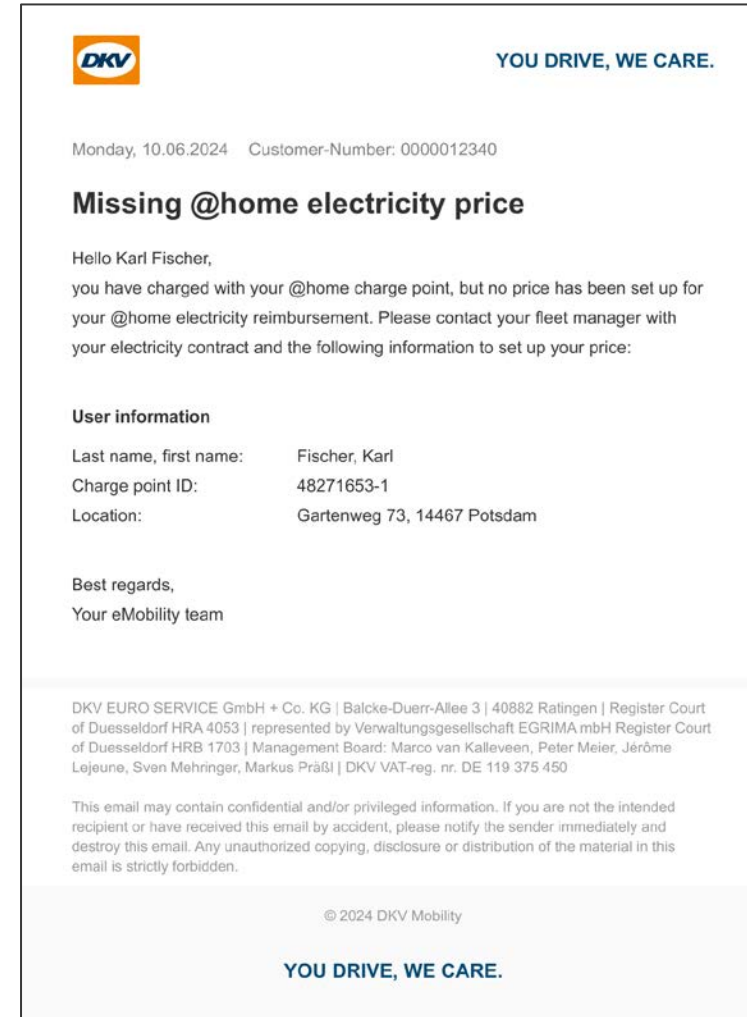
1 - 15 of 194      ...  > Go to  / page

301.33 kWh Consumption €99.34 Reimbursement amount

# Domestic electricity refund - e-mail notification if price is missing

As soon as drivers carry out a transaction at an @home Wallbox for which no price has been specified, they receive an e-mail asking them to send the electricity price to their fleet management.

If no price has been entered after 30 days, another email will be sent to the drivers. It is possible to exclude drivers from these emails.



# Domestic electricity reimbursement - planning electricity price changes

When a future contract has reached its start date, it will be activated automatically by the system. You have the option of changing or deleting the contract until the next billing date (end of the month).

A distinction is made between initial contracts and follow-up contracts.

- **Initial contracts:** When contracts are created for the first time, a start date can be created at any time in the past.\*
- **Follow-up contracts:** Can be changed up to the date of the last billed transaction.

All contract actions (create/update/delete) are displayed in the change history under the event group "@domestic electricity contracts".

\* Any transactions before this date will also be priced to ensure a full refund.

## @home reimbursement (5)

The @home reimbursement is activated as soon as you set the electricity price for your @home user. From then on, you will find the settled

Name	E-mail	Identifier	Start date	@home electricity price	Consumption
Olivia Harper	olivia.harper@web.com	34567812-1	10/01/2024 11/01/2024		

### Contract overview

Olivia Harper - 34567812-1

**Active contract**

Electricity price (gross): 37.10 ct/kWh  
Valid from: 10/01/2024  
Electricity contract: Files [view] [download]  
Approval status: ● Approved

**New contract**

Electricity price (gross): 28.91 ct/kWh  
Valid from: 11/01/2024  
Electricity contract: Files [view] [download]  
Approval status: ● Approved

[Delete] [Change]

# Domestic electricity reimbursement - approval process

As soon as drivers have uploaded their electricity contracts to the DKV Mobility app, the approval process begins.

To receive e-mail notifications about submitted contracts, you can store up to three contact persons (usually the fleet manager and their representative) in DKV Cockpit. These persons will be notified by e-mail and in the DKV Mobility System in the event of contract changes.

You have the following three options in the process:

- Approve
- Reject
- Change

Drivers are also informed by e-mail if their contract status changes or if the fleet manager creates, changes or deletes new contracts.

**DKV COCKPIT** Search and change customer number

**@home reimbursement (5)**  
The @home reimbursement is activated as soon as you set the electricity price for your @home user. From then on, you will find the settled transaction

Name	E-mail	Identifier	Start date	@home electricity price	Consumption
Olivia Harper	olivia.harper@web.com	34567812-1	10/01/2024 11/01/2024	37.10 ct/kWh 28.91 ct/kWh	42.67 kWh 0.00 kWh
Ethan Reynolds	ethan.reynolds@web.com	26486666-1	10/04/2022	29.75 ct/kWh	65.83 kWh
Ava Mitchell	ava.mitchell@web.com	26487777-1	02/01/2024	29.99 ct/kWh	38.48 kWh
Lukas Schneider	lukas.schneider@web.com	26488888-1	01/16/2024	33.97 ct/kWh	87.21 kWh
Emma Wagner	emma.wagner@web.com	26489999-1	02/28/2024	33.90 ct/kWh	67.14 kWh

**Contract overview**  
Olivia Harper - 34567812-1

**Active contract**  
Electricity price (gross): 37.10 ct/kWh  
Valid from: 10/01/2024  
Electricity contract: Files    
Approval status: ● Approved


**New contract**  
Electricity price (gross): 28.91 ct/kWh  
Valid from: 11/01/2024  
Electricity contract: Files    
Approval status: ● Pending

**Settings**  
Contact persons for approvals  
Please provide one or more e-mail addresses that should receive approval e-mails for submitted @home electricity contracts (you can add up to 3 e-mails):  
E-mail: Anna Schmid  
Search:   
1 of 3 selected  
 Anna Schmid - anna.schmid@brightwaysolutions.com  
 Emily Thompson - emily.thompson@brightwaysolutions.com  
 Felix Schneider - felix.schneider@brightwaysolutions.com  
 James Carter - james.carter@brightwaysolutions.com  
 Lukas Bauer - lukas.bauer@brightwaysolutions.com  
 Olivia Park - olivia.park@brightwaysolutions.com  
 Sophie Müller - sophie.mueller@brightwaysolutions.com

# Domestic electricity reimbursement - monthly presentation for drivers

Drivers will receive a detailed overview of the charges by email every month. These charging processes are also visible in the DKV Mobility app.

Charging processes that begin on the last billing day of the month and are not completed until the following day will not be credited until the following month.

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Monday, 15.06.2024 Customer-Number: 0000012340

### @home reimbursement: May 2024

Hello Karl Fischer,  
Please see below the list of charging transactions with your DKV Card +Charge at your @home charge point. These will be reimbursed in line with your @home reimbursement process.

**Information about your hardware:**

Charge point / Serial number: 48271653-1  
Street and house number: Gartenweg 73  
Postcode and city: 14467 Potsdam

Date	Electricity price (gross)	Consumption	Subtotal
01.05.2024	26.55 ct/kWh	33.81 kWh	€ 8,98
15.05.2024	29.14 ct/kWh	62.70 kWh	€ 18,27
<b>Total reimbursement</b>		<b>96,51 kWh</b>	<b>€ 27,25</b>

Best regards,  
Your eMobility team

**Note**  
Your fleet manager can enter and update your electricity price (ct/kWh).  
If you start to charge your car on the last invoicing day of the month and it is not completed until the following day, then the amount relating to this transaction is reimbursed to your account in a second transfer in the middle of the month.  
If your bank account details change, please inform us in advance either through your fleet manager or directly at [emobility-support@dkv-mobility.com](mailto:emobility-support@dkv-mobility.com).

DKV EURO SERVICE GmbH + Co. KG | Balcke-Duerr-Allee 3 | 40882 Ratingen | Register Court of Duesseldorf HRA 4053 | represented by Verwaltungsgesellschaft EGRIMA mbH Register Court of Duesseldorf HRB 1703 | Management Board: Marco van Kalleveen, Peter Meier, Jérôme Lejeune, Sven Mehlinger, Markus Präuß | DKV VAT-reg. nr. DE 119 375 450

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