



FREIGHT TRANSPORT ASSOCIATION

Introduction to Driver CPC

**Insight into the
qualification and the
training required to
achieve it**

Ensuring compliance, advancing performance

What is Driver CPC?	3
Why should drivers train with FTA?	4
How can FTA help drivers achieve the periodic training qualification?	5
How to put together the right training programme	6
Case study example of course building	7
Driver CPC training courses	8
What else can FTA do to help?	27

Driving Skills

Page No

1 Safe, Environmental & Fuel Efficient Driving	9
2 LGV Driver Awareness	9
3 LGV Driver Assessments & Corrective Training	10
4 Safety and Awareness for Yard Shunting	10

Compliance

Page No

5 Drivers' Hours, Working Time and Analogue Records	11
6 Siemens Digisimulator for Drivers	11
7 Stoneridge Digisimulator for Drivers	12
8 Actia Digisimulator for Drivers	12
9 Drivers' Hours and Working Time	13
10 Introduction to Working Time	13
11 Goods Vehicle Operator Licensing	14
12 Goods Vehicle Defect Reporting	14
13 International Operations for Drivers of Goods Vehicles	15
14 PCV Operator Licensing	15
15 PCV Defect Reporting	16
16 Defect Reporting for Minibus Drivers	16
17 PCV Drivers' Hours, Working Time and Analogue Records	17
18 PCV Domestic Hours and Working Time Legislation	17

Health & Safety

Page No

19 Basic Safe Loading of Goods Vehicles	18
20 Specialised Safe Loading of Goods Vehicles	18
21 Food Hygiene	19
22 Awareness of Transport Health & Safety	19
23 Awareness of Emergency Aid in Transport	20
24 Goods Vehicle Manual Handling	20
25 Fire Safety Awareness	21
26 Dangerous Goods in Limited Quantities or Limited Loads for Drivers	21
27 Security of Dangerous Goods by Road for Drivers	22
28 Driver Welfare	22
29 PCV Safe Loading and Load Security	23
30 PCV Manual Handling	23

Service Skills

Page No

31 Customer Care for Goods Vehicle Drivers	24
32 PCV Customer Care & Code of Conduct	24
33 PCV Customer Care for the School Bus Contract	25
34 Dealing with Passengers with Special Needs	25
35 Dealing with Accidents and Incidents for Drivers of Passenger Vehicles	26

The European Parliament and Council are introducing compulsory training for vocational drivers to help improve road safety and fuel efficiency, and also to encourage driving as a career in a bid to reduce the shortage of drivers in the UK.

This training is referred to as the Driver CPC (Certificate of Professional Competence). This Driver CPC is a level 2 operational qualification and covers subjects such as fuel consumption, defensive driving, loading, drivers' hours and operator licensing rules together with customer care.

Driver CPC regulations will apply to new drivers acquiring a PCV licence from September 2008 and for drivers acquiring a LGV licence from September 2009. These drivers will need to partake in initial training, which involves a test. As long as the test is passed it does not matter how much or little training the candidate has undertaken. Following this drivers must complete 35 hours worth of periodic training within 5 years of the initial test, and every 5 years from then onwards.

Those who already hold a vocational licence before the above dates will be given acquired (grandfather) rights, and will not have to obtain the initial qualification. However they will need to complete 35 hours of periodic training by 10 September 2014 (goods vehicles) or 10 September 2013 (passenger vehicles), and every 5 years from then onwards.

There are several exemptions from these training requirements, generally dependent on what purpose a driver uses their vehicle for, please refer to the FTA Driver CPC Compliance Guide for more information.

Freight Transport Association is the largest trade association for goods vehicle and passenger carrying vehicle operators in the UK. With over 40 years experience in freight and passenger transport we have built up a wealth of experience and knowledge in this arena enabling us to provide an excellent standard of training.

Information

We have had a large involvement with Driver CPC from the start because part of our primary function is to influence and help develop new legislation with Government. Therefore we have access to the most up-to-minute information and best practice advice.

Trainers

All our trainers and instructors are themselves trained to the highest standards and registered/accredited to teach in their specific discipline. We regularly assess our trainers to ensure they are abreast of the latest issues and performing to excellent standards. Our training courses constantly achieve higher than national average pass rates.

Range

We offer over 60 standard training courses, and 35 Driver CPC specific mini-courses, covering a wide range of subject matter and accommodating all skill levels from new starters through to senior management.

Flexibility

We operate courses the length and breadth of the country, and also offer an in-company option on all courses. We can even tailor courses to meet your specific requirements where appropriate, and offer both residential and non-residential.

FTA has put together a range of mini-courses that link to the syllabus of the Driver CPC, to fulfill the periodic training requirements.

All the courses are relevant to the qualification and it is entirely up to the driver/operator to choose which courses are most relevant to the nature of their driving job. As long as the TOTAL training time is 35 hours or above, any combination of approved courses can be chosen.

Courses will be available nationwide, including some of our already established training venues where we currently operate courses from our 2008 Training Prospectus.

In addition to this, we will be offering in-company courses, which can reduce downtime and are a cost effective way of training volumes of drivers within one company.

Finalised date and venue information will be published in due course, however we are keen to understand the locations where the demand is greater, so if you would like courses to be held in your immediate area please email coursevenues@fta.co.uk and we will try and encourage courses where they are likely to be most popular.

Until then should you have any queries regarding Driver CPC or how FTA can help you plan your Driver CPC training please call 08717 11 22 22* or email drivercpc@fta.co.uk.

Choosing courses to build block of training

Key



= 3.5hr course



= 7hr course

Identify driver/company objectives

Improve driving skills

Increase compliance with O licence: hours, records & defects

Improve health & safety best practice

Improve service levels

Course numbers



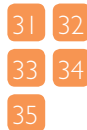
Course numbers



Course numbers



Course numbers



Choose any combination of courses to build your minimum block of 7hrs (in any 24hr period)

7hr block

7hr block

7hr block

7hr block

7hr block

A manufacturer of food products to the retail sector has the following objectives:

- improve compliance with driver' hours, working time and analogue tachographs
- purchase vehicles fitted with digital recording equipment
- improve OCRS rating and fuel efficiency
- reduce personal accident injuries whilst loading/unloading and general health and safety
- improve food hygiene standards and drivers' customer service skills

They could choose the following courses

Day 1

5 Drivers' Hours, Working Time and Analogue Records

6 Siemens Digisimulator for Drivers

Day 2

12 Goods Vehicle Defect Reporting

19 Basic Safe Loading of Goods Vehicles

Day 3

21 Food Hygiene

31 Customer Care for Goods Vehicle Drivers

Day 4

1 Safe, Environmental & Fuel Efficient Driving

Day 5

22 Awareness of Transport Health & Safety

The courses we offer reflect the diverse nature of our membership base. There are 35 courses currently featured in this guide, we are anticipating adding more as the programme develops. Of these current proposed courses half are aimed directly at goods vehicle operations and a third are aimed at passenger operations, the remainder are generic to both industries.

You will find the following courses split into colour coded sections:

Driver Skills

Compliance

Health & Safety

Service Skills

You will also notice the course duration is listed in the top right hand corner of each course, together with the mode of vehicle indicator, see below



= Goods Vehicle



= Passenger carrying vehicle



Objective

To equip the driver with the skills and ability to use the vehicle in a safe and fuel efficient manner.

Benefit

Reduction in carbon footprint in addition to lowering costs through improved fuel consumption, lower accident statistics, better road safety awareness amongst drivers. Increases in company driver standards serve to raise the company profile.



Objective

To enable drivers to acknowledge their driving style and adapt their attitude to maintain safe driving standards.

Benefit

Improved general compliance with road transport legislation, reduction of accidents and promotion of best practice.

Objective

To undertake in-cab assessment followed by corrective training and evaluation.

Benefit

Potentially dangerous practices could be eliminated from your business, general safety is improved and best practice promoted.

Objective

To enable drivers of large rigid goods vehicles and vehicles with trailers to manoeuvre safely in the company and off-road parking areas.

Benefit

Reduction of accidents, greater safety of yard personnel and promotion of best practice.

**Objective**

To enable drivers of goods vehicles to fully understand their responsibilities under EU and domestic hours laws, together with practical use of analogue recording equipment and accurate completion of tachograph charts.

Benefit

Improved compliance with legislation on drivers' hours for goods vehicles and use of analogue tachograph equipment.

**Objective**

To equip drivers to make practical use of specific digital recording equipment, including use of the driver smartcard, interaction with the vehicle unit, working with UTC, accurate manual data entry and production of printouts.

Benefit

Improved compliance with legislation on drivers' records and use of digital tachograph equipment.

**Objective**

To equip drivers to make practical use of specific digital recording equipment, including use of the driver smartcard, interaction with the vehicle unit, working with UTC, accurate manual data entry and production of printouts.

Benefit

Improved compliance with legislation on drivers' records and use of digital tachograph equipment

**Objective**

To equip drivers to make practical use of specific digital recording equipment, including use of the driver smartcard, interaction with the vehicle unit, working with UTC, accurate manual data entry and production of printouts.

Benefit

Improved compliance with legislation on drivers' records and use of digital tachograph equipment

**Objective**

To enable drivers of goods vehicles to fully understand their responsibilities under EU and domestic hours laws, together with working time legislation.

Benefit

Improved compliance with legislation on drivers' hours and working time for goods vehicles.

**Objective**

To ensure drivers understand the key areas of the legislation, such as break requirements, working limits and recording the information.

Benefit

Improved compliance with legislation on working time, particularly for drivers with no previous experience of this legislation.

**Objective**

To ensure drivers of in-scope goods vehicles appreciate the undertakings that the business has given in respect of the Operator's licence, including the role that drivers play in protecting the Licence.

Benefit

Improved compliance through increased awareness of the undertakings given against the Operator's Licence.

**Objective**

To enable drivers to understand their legal requirements in respect of carrying out daily vehicle checks on goods vehicles, including a practical walk round check. The course highlights their responsibilities and the importance of defect reporting for compliance with the Operator's Licence.

Benefit

Improved compliance with O Licence requirements coupled with a possible improvement in the company's OCRS score. Reduction in costs associated with vehicle maintenance, including a reduction in vehicle down time.

**Objective**

To equip drivers on international goods vehicle operations with the knowledge of CMR obligations, permits, customs formalities and general documentation.

Benefit

Improved compliance with legislation and reduction in costs associated with claims where procedures have not been adhered to.

**Objective**

To ensure drivers of in-scope passenger vehicles appreciate the undertakings that the business has given in respect of the Operator's licence, including the role that drivers play in protecting the Licence.

Benefit

Improved compliance through increased awareness of the undertakings given against the Operator's Licence.

**Objective**

To enable drivers to understand their legal requirements in respect of carrying out daily vehicle checks on passenger carrying vehicles, including a practical walk round check. The course highlights their responsibilities and the importance of defect reporting for compliance with the Operator's Licence.

Benefit

Improved compliance with O Licence requirements coupled with a possible improvement in the company's OCRS score. Reduction in costs associated with vehicle maintenance, including a reduction in vehicle down time.

**Objective**

To enable drivers to understand the legal requirements in respect of carrying out daily vehicle checks specifically for minibuses.

Benefit

Improved compliance with legislation together with a reduction in costs associated with minibus maintenance.

**Objective**

To enable drivers of passenger carrying vehicles to understand their responsibilities under EU hours law, together with practical use of analogue recording equipment and accurate completion of tachograph charts.

Benefit

Improved compliance with legislation on drivers' hours for passenger carrying vehicles and use of analogue tachograph equipment.

**Objective**

To enable drivers of passenger carrying vehicles to understand their responsibilities under domestic hours law and working time legislation.

Benefit

Improved compliance with legislation on drivers' hours for passenger carrying vehicles.



Objective

To give drivers the information they require to understand their responsibilities for the safe loading of goods vehicles and the practicalities involved.

Benefit

Improved compliance and safety in respect of loading of vehicles.



Objective

To provide drivers with knowledge of specialised operations that could not be covered in the time allocated to the basic safe loading course, such as abnormal loads, low loaders, etc.

Benefit

Improved compliance and safety in respect of loading of vehicles.

**Objective**

To give drivers the information they require to understand their responsibilities for the safe loading and transportation of foodstuffs.

Benefit

Improved compliance and safety in respect of legislation on transport of foodstuffs.

**Objective**

To familiarise drivers with relevant health and safety legislation, make drivers aware of risks and causes of accidents at work and enable drivers to assess and react appropriately in emergency situations.

Benefit

Improved general compliance with road transport health and safety legislation, reduction of accidents and promotion of best practice.



Objective

To enable driver to assess an emergency, follow the correct procedure and apply the basics of emergency aid in transport situations.

Benefit

Promotes better awareness of dealing with emergency aid.



Objective

To enable the driver to understand the importance of a safe working environment and ergonomics of manual handling of loads on goods vehicles.

Benefit

Promotion of greater health and safety awareness. Reduction in accidents through avoidance and prevention.

**Objective**

To equip drivers to understand the causes and characteristics of fire, basic principles of fire prevention together with the ability to carry out an assessment of fire risk.

Benefit

Compliance with fire safety law, reduction of accidents, promotion of best practice.

**Objective**

To provide sufficient knowledge of dangerous substances and a comprehensive understanding of the legislation that governs the handling and carriage of dangerous goods in limited quantities or limited loads.

Benefit

Promotion of greater understanding of the dangers of the substances that drivers carry. Includes how to handle them safely and correctly, how to reduce risks to themselves and others and how to deal with accidents, incidents and emergencies.

**Objective**

To provide security training for all drivers involved in the transport of dangerous goods.

Benefit

Raised general security awareness amongst drivers of dangerous goods and meets legal requirement for training.

**Objective**

To inform drivers of the dangers of drugs and alcohol, including both recreational drugs and common medicines and remedies.

To understand the importance of diet, of eating properly and the need for regular rest.

Benefit

A greater awareness amongst drivers of physical and mental factors which relate to their work activities. Increased road safety and reduced sickness absence.



Objective

To give drivers the information they require to understand their responsibilities for the safe loading of passenger vehicles and the practicalities involved.

Benefit

Improved compliance and safety in respect of loading of passenger vehicles.



Objective

To enable the driver to understand the ergonomics of manual handling of loads on passenger operations.

Benefit

Promotes better health and safety awareness, reduces accidents.

**Objective**

To inform drivers of the importance of and need for good customer relations.

Benefit

Promotion of better relationships with customers and colleagues together with a better understanding of all parties' needs.

**Objective**

To equip the driver with the knowledge to deal with difficult situations that may be encountered from time to time.

Benefit

Driver can represent the values of the business and is more likely to diffuse difficult situations.

**Objective**

To provide drivers with the knowledge to interact with school children as passengers.

Benefit

Promotion of better relationships with customers, reduction of accidents and incidents, promotion of best practice.

**Objective**

To provide drivers with the knowledge to interact with those passengers that have special needs.

Benefit

Promotion of better relationships with customers, reduction of accidents and incidents, promotion of best practice.

**Objective**

To enable drivers to understand the importance of ensuring passenger welfare and safety of vehicles in dangerous situations and to manoeuvre safely in depots and bus stations.

Benefit

Increased safety of passengers and other road users, reduction of accidents, greater awareness of safety issues, increased safety of depot personnel/visitors, promotion of best practice.

Member Briefings/Seminars

We are holding a range a member briefings regarding the new legislation to help members better understand the Driver CPC process and requirements. For information on forthcoming sessions please call 08717 11 22 22* or visit www.fta.co.uk/events.

Member Advice Centre (MAC)

Our experience team of dedicated transport advisors are available Monday to Friday, 9am-5pm to provide advice and answers on all legal and operational issues, including Driver CPC legislation. This service is FREE* for FTA members. Call the MAC on 0870 60 50 000.

Compliance Guide

This guide, FREE to members, gives a more in-depth look at the legislation, specific details, exemptions and the syllabus directive. Please call 08717 11 22 22* to order your hard copy, alternatively visit www.fta.co.uk/information/driver-cpc to download the PDF.

Shopfta

Our one-stop shop for transport related products provides a range of driver orientated compliance aids, including cab stickers, cards and driver guides. Visit www.shop.fta.co.uk or call 08717 11 11 11.

Consultancy

Our experienced and highly regarded consultancy team can work with your company to develop training strategies and implementation plans, manage training programmes, map requirements to ensure compliance and establish suitable action plans. Call 01892 552319 for more information.

* there is no charge for the service, but the standard national rate will apply to the cost of the call



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