

# Management of Drivers' Hours and Records

## Who should attend

This course is designed for supervisors and managers who have a responsibility for compliance with the legislation.

## Key benefits

This course provides training on the legal framework of the drivers' hours and records legislation for drivers subject to either EU rules, domestic rules, or indeed both. It covers tachograph equipment and the monitoring systems and clarifies the duties of both managers/supervisors and drivers under the rules and also how to identify instances of non-compliance.

## Course content

- Legislation on EU drivers' hours and domestic drivers' hours
- The tachograph instrument and management of digital tachographs
- A comprehensive look at employers' and drivers' obligations and rights
- Written records for drivers exempt from EU rules
- Best practice in monitoring compliance
- Procedures for chart issue, retention and storage
- Chart analysis and problem solving
- Developing a driver training strategy
- Working time
- Implications of running two systems simultaneously

## Course duration

2 days

## Residential course

Venue	Dates		
Milton Keynes	15–16 January 9–10 July	15–16 April 15–16 December	9–10 June
Tunbridge Wells	22–23 January	30 September–1 October	

## Residential price

£540 + VAT

This price includes tuition, course notes, certification and full board accommodation.

## Non-residential course

Venue	Dates	
Preston	6–7 February	
Leeds	11–12 June	
Leamington Spa	16–17 January	16–17 December
Warrington	8–9 October	

## Non-residential price

£440 + VAT

This price includes tuition, course notes, lunches and refreshments.

