INTRODUCTION TO LEARNING AIMS AND OBJECTIVES

There are three expected learning outcomes from this element of vocational learning. These are as follow;

1. **AIMS**: To know and understand the principles of this social legislation, its relevance to road safety and you’re occupational health. Failure to demonstrate knowledge and understanding of this directive could affect your health, your safety and/or the safety of others. It could also affect an organisations ability to trade, or an individual being granted a licence to drive.

2. **OBJECTIVES**: Demonstrate how to manage your own time, self and personal skills with regards to;
   - How you can effectively use the learning system to keep up to date with changes to regulations relevant to working time to identify occupational health risks, work safely, save time, and finance own development if necessary.
   - How you set your own career objectives and manage own learning plan,
   - How you control and manage your own time at work effectively to reduce the risk of injury of self or others,
   - How you control and manage your work activities to effectively reduce the risk of road side penalties and/or suspension of driving licence.
   - How you demonstrate effective compliance with the Directive and National Standard to reduce income tax liabilities and reclaim job related expenses,
   - How you manage and analyse your own working time and performance at work consistently in order to gain a Certificate of Professional Competence (CPC),
   - Maintaining and updating your Knowledge and understanding of “Working time and mobile road transport activities” to effectively provide evidence of Continual Professional Development (CPD).

3. **GENERIC SKILLS REQUIRED FOR PROOF COMPETENCY**: Generic skills listed require individuals to provide evidence which can be assessed against the National Standard of activities which are associated with working time and mobile road transport activities in any given workplace setting which involves mobile workers and/or road transport activates.

4. **NATIONAL STANDARD FOR ASSESSMENT OF GENERIC SKILLS: LEVELS OF ACHIEVEMENT.**

   **ROLE 5**: REVIEW AND ADJUST BEHAVIOUR OVER A LIFETIME.
   - **Unit 5.1**: Keep up to Date with Changes.
   - **Unit 5.2**: Learn from Experience.

**Directive 2002/15/EC**

**Definitions**
The Directive gives legal definitions on;
1. Working time,
2. Period of availability,
3. Workstation,
4. Mobile worker,
5. Self employed driver,
6. Night time and night work.
WORKING TIME – MOBILE ROAD TRANSPORT ACTIVITIES

1: AIMS: To know and understand the principles of social legislation.

1. Demonstration of how to keep up to date with changes Social legislation relating to road safety,
2. Offer suggestions for you to demonstrate how record your Learning experience,
3. Offer practical solutions to provide evidence of conformity to applicable driving standard and job specification,
4. Offer practical solutions to provide evidence that you can manage your own time, resources and tax recovery efficiently.
5. Offer practical solutions to demonstrate effectively compliance with social legislation relative to road safety.

2: OBJECTIVES: Demonstrate how to manage your own time, self and personal skills

To know
a. The social environment of road transport and the regulations and rules governing it, which includes?
b. The principles, application and consequences of Regulation (EC) No 3820/85.
c. How to comply with enforcement and compliance with social legislation,
d. The maximum working periods specific to working and driving time in a work environment;
e. The penalties for Improper use of and tampering with working time and Tachographs;
f. The importance of occupational health and safety and its relationship to road safety in road transport
g. How to use resources to improve knowledge and understanding of National Occupational Standards, National Driving and Riding Standards, initial qualification and periodic training, and qualification levels.
h. How to make effective use of the time management and tax recovery system.

3: GENERIC SKILLS REQUIRED TO DEMONSTRATE COMPETENCY: At a level agreed prior to assessment

1. Ability to Plan
2. Ability to communicate your plan
3. Ability to select your own Learning subject,
4. Ability to set your own objectives,
5. Ability to manage own time within set deadlines,
6. Ability to review your own work,
7. Ability to evaluate own work against applicable driving standard,
8. Ability to obtain feedback and re-plan were necessary,
9. Ability to self-assess own performance that is relevant to occupational health and safety,
10. Ability to demonstrate you can monitor and manage own time, self and personal skills independently.
ENFORCEMENT OF REGULATIONS AND STANDARDS

- Vocational Driver Conduct (The Traffic Commissioners)
- Driver Vehicle Standards Agency (DVSA)
- Health & Safety Executive (HSE)
- HM Revenue and Customs (HMRC)

BENEFITS

1. Self-control and management of life style and career options,
2. Plan your own work/rest cycle,
3. Plan and finance own learning/training,
4. Control and determine your own income levels,
5. Plan how you want to dispose of your revenue relief,
6. Select your next option, teach, train or manage others?

STUDY RESOURCES

1. Resource locator (road users all ages, education providers, organisation leaders)
2. Guidance for Professional Drivers
3. Guidance for Teachers/Trainers
4. National Standards for Driving and Riding
5. Guidance for driver/rider course providers and/or course designers.

NATIONAL STANDARD ROLE 5: REVIEW AND ADJUST BEHAVIOUR OVER A LIFETIME.

Unit 5.1: Keep up to date with changes

Knowledge and understanding

You must know and understand

a) Where to find information about changes to signs, markings and legislation, for example Highway Code updates, Government websites, Government publications and motoring organisation websites.

b) Where to find information about changes to vehicle technologies, for example manufactures’ websites and trade magazines and websites.

c) Where to find information about changes to registration, MOT, or taxation regulations, for example Government websites, Government publications and motoring organisation websites.

d) The Driver CPC legislation and how it applies to you.

Performance standard

You must be able to do

1. Demonstrate that your understanding of road signs and markings is current.
2. Demonstrate that your understanding of the law on the use of a vehicle on public roads is current.
3. Keep up to date with changes to vehicle technology especially if you change the vehicle you are using.
4. Respond correctly to any changes in the documentation that is required to use a vehicle on the road.
5. Take all steps required to maintain your entitlement to a licence for the type of vehicle you are driving.
6. Meet the requirements of Driver CPC legislation where it applies.
### Unit 5.2: Learn from experience

#### Knowledge and understanding

You **must know** and **understand**

- **a)** That you can learn from experience and continue to improve your ability to drive safely and responsibly all through your driving career.
- **b)** How to assess your own ability to drive safely and responsibly against best practice.
- **c)** How to evaluate and learn from others’ driving behavior.
- **d)** How to use feedback from others to help you to be clear about your own ability to drive safely and responsibly.
- **e)** When to seek professional help.
- **f)** The advantage of having regular driver development sessions with a competent instructor to keep up to date and remove bad habits.
- **g)** The advantage of having initial input from a competent instructor if you are returning to driving after a break or you change to an unfamiliar vehicle.

#### Performance standard

You **must** be able to **do**

1. Demonstrate that you have continued to develop and update your driving skills since you took your test.
2. Recognise when your ability to drive safely and responsibly is affected by factors such as:
   - Changes in your state of health and physical abilities, through illness or age related deterioration,
   - A break from driving,
   - Changes to an unfamiliar vehicle,
3. Assess the seriousness of the factors identified and
   - Change your driving behavior to reduce the risks,
   - Make plans for recovering or improving your ability,
4. Seek professional help where needed,
5. Advise [DVLA Swansea](http://www.dvla.gov.uk) if you have a physical impairment.

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This Unit is based on the National Standards Role 5 which is applicable to Large Goods Vehicle (LGV) drivers 'and Public Service Vehicle (PSV) drivers'. Due to the generic content of the standard it may also be used for other road users and people training for a career in Road Transport.

- This unit has been re-formatted for vocational training purposes.
- Please note all units and standards uses in the Vocational Training System (VTS) are owned by the [Driver Vehicle Standards Agency](http://www.dvsa.gov.uk) (DVSA) and may be subject to change periodically, all standards are Crown Copyright©
- Use the links to access subject matter for knowledge and understand purposes. Downloads and additional subject matter with the [Drive Time Vocational Solutions](http://www.drivetime.co.uk) Limited Company Number 09673316 affixed remains the property of the authors,
- Additional tools and learning materials can be obtained via the contact link. Other products and services can be used under licence. Application on request.
**Useful contact and additional guidance**

| Department for Transport | Office and general enquiries  
Department for Transport,  
Great Minster House,  
33 Horseferry Road,  
London,  
SW1P 4DR  
Public enquiries 0300 3000  
Contact forms: Click here |
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<td><strong>Driver Vehicle Standards Agency (DVSA)</strong></td>
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- Driving licences  
- Driving tests and theory tests  
- MOT and vehicle testing  
- Driving instructors (ADIs) and motorcycle trainers  
- Operators self-service  
- Vehicle recalls and faults  
- Apply for a vehicle identity check  
- Drivers CPC  
- Contact DVSA  
- All DVSA services and information |
| **Driver and Vehicle Licensing Agency (DVLA)** |  
DVLA  
Morriston,  
Swansea  
SA99 1BU  
Main contact 0844 764 0361
- Can I buy my car tax over the phone?  
- What can I do if I find myself having difficulty using the DVLA’s online services?  
- What should I do if I have a problem with my car tax?  
- What should I do if my driving licence gets damaged, lost or stolen?  
- How do I change my name on my driving licence?  
- How do I find out if I am eligible for a Blue Badge permit?  
- How do I inform the DVLA of a medical condition that could impact on my driving? |
| **Traffic Commissioners for Great Britain** |  
Traffic Commissioners are responsible for the licensing and regulation of those who operate heavy goods vehicles, buses and coaches, and the registration of local bus services. They are assisted in this work by deputy Traffic Commissioners, who preside over a number of public inquiries.  
TC is a tribunal non-departmental public body, sponsored by the Department for Transport.  
TC Our Policy: Road Safety = Think! |
| **Drive Time®** |  
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