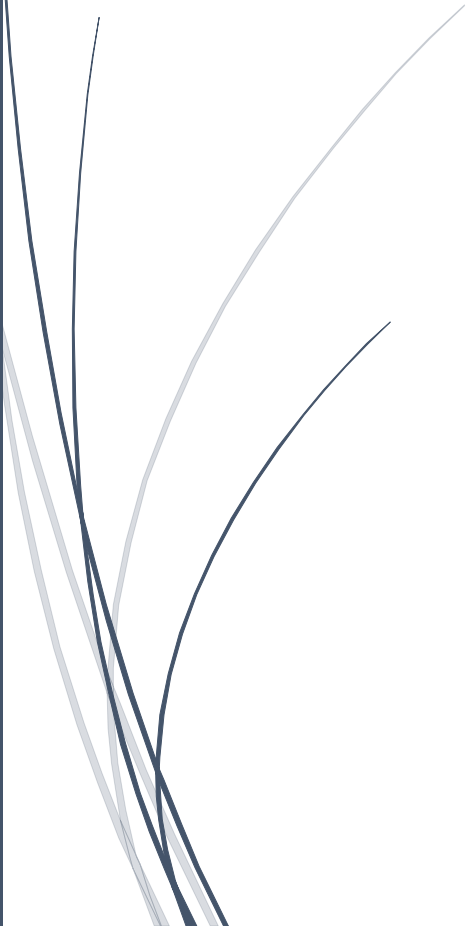




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# Professional Driving Qualifications

CPC Prospectus



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DRIVE TIME®

Welcome

To [Vocational driver conduct](#), Level 3 Diploma in Driving Goods Vehicles, qualifications at a glance



Drive Time® Ltd

Subject area	<a href="#">Road Safety</a>
Awarding Body	City & Guilds
Award No	4012
Assessment	Portfolio
Support materials	Centre handbook Driver logbook <a href="#">Data analysis</a>
Registration and Certification	Walled Garden
Resources	<a href="#">Foundation CPC</a> <a href="#">Driving vehicles at work</a> <a href="#">Operators Compliance Risk Score (OCRS)</a>

### European and National Training Standards

The opening of the transport market has led to the introduction of [EU-wide training standards](#) for professional drivers. Anyone who wants to work as a driver must attend a training course, pass a test and attend recurrent training every 5 years.

[National Standard for Driver and rider training](#). Level 3 Diploma

[Training for Professional drivers](#) Directive 2003/59/EC.

UK Statutory training "[Vehicle drivers CPC Regulation 2007](#)"

### Driving standards

Title and level	City & Guilds number	Accreditation number
<a href="#">National Standard for Driving cars and vans</a> . Level 3 Diploma	4012-30	600/2645/5
<a href="#">National Standard for Driving lorries</a> . Level 3 Diploma	4012-30	600/2645/5
<a href="#">National Standard for developed driver competence</a> Level 3 Diploma	4012-30	600/2645/5

## Introduction

This document tells you what qualifications you need to work as a professional driver in the transport sector

Area	Description
Who is the qualification for?	<p>It designed for candidates to learn, develop and practise the skills required for employment and/or career progression in the transport sector.</p> <p>This qualification covers all the essential skills and knowledge you need for a successful career as professional driver, manager or trainer.</p>
What does the qualifications cover?	<p>The full syllabus for the Initial qualification and periodic training of professional drivers and social regulations that establish common rules concerning the conditions to be complied with to pursue the occupation of road transport operator</p>
Is the qualification part of a framework or initiative?	<p>It serves as the core component to the “<a href="#">Entrepreneurship Competence Framework</a>” which aims to establish a bridge between the worlds of education and work.</p>
What opportunities for progression are there?	<p>It allows candidates to progress into employment or progress from a professional driver into other operational roles such as mentor, trainer, teacher, manager or business start-up.</p> <p>Candidates can access individual units for ongoing Continual Professional Development (CPD) after completing mandatory units.</p> <p>Road safety units can also be delivered to non-drivers and junior members of society as an early year learning project which is supported by our social enterprise initiative.</p>
Are there any risks?	<p><b>The road user is the first link in the road safety chain.</b> Whatever the technical measures in place, the effectiveness of a road safety policy <b>depends ultimately on the users’ behaviour.</b></p> <p>For this reason, <b>education, training and enforcement</b> are <b>essential</b>. However, the <b>road safety system also has to take into account human error and inappropriate behaviour and correct it as much as possible — zero risk does not exist.</b></p> <p>All components, <b>in particular vehicles and infrastructure</b>, should therefore be <b>'forgiving'</b>, so as to <b>prevent and limit the consequences</b> of these <b>failures</b> for the users, in particular the <b>most vulnerable users</b>.</p> <p>At Drive Time we believe education is the most effective method to reduce risk, not regulation.</p>

## Structure

Candidates must achieve a total of **42** credits:

Mandatory Units	Minimum 10 credits
<b>Group A</b>  DT 001 } DT 002 } DT 003 } DT 004 } DT 005 } DT 006 }	Min 7 credits from at least 3 units in mandatory units Group A and min 9 credits from at least 3 units in Group B Operational units.  1.3. Vision  2.4. Finance and economic literacy Application of regulation Driver Training (Security and data protection)
Operational Units	
<b>Group B</b> DT 007 DT 008 DT 009 DT 010	3.1. Taking the initiative Preparing to drive Loading the vehicle (Customer service) Un-loading (Customer service)

Pathway units	Continuing Professional Development (CPD)
<b>Group C</b> DT 011 DT 012 DT 013	Minimum 9 credits from at least 3 units in Group Helping others Food safety Leadership & management

## Availability of units

The units are on The Register of Regulated Qualifications on the [Skills funding website](#)

## Structure of units

These units each have the following:

- City & Guilds unit number
- Title
- Unit Accreditation Number (UAN)
- Level
- Credit value
- Guided Learning Hours (GLH)
- Relationship to National Occupational Standards (NOS), other qualifications and frameworks
- Endorsement by a sector or other appropriate body
- Unit aims
- Learning outcomes which are comprised of a number of assessment criteria

Summary of units				
Group A: Mandatory Units				
1.3. Vision,			Ref No	Credit
Syllabus	DT 001	Ensure compliance with legal, regulatory, ethical and social requirements in a transport operation (No 1: good repute and fitness)	93	3
	DT 002	Take responsibility for health, safety and security in your team	75	3
	DT 003	Manage your own professional development in transport operation	86	2
2.4. Finance and economic literacy (Working time & Drivers hours)			Ref No	Credit
Peoples Safety	DT 004	Help team members address problems affecting their performance when using public and private roads.	94	3
		Build and manage teams in transport operation	90	4
		Minimise the environmental impact of transport operation	82	3
Application of regulations			Ref No	Credit
National CPC	DT 005	Apply technology in transport operations	80	4
		Improve the performance of transport operation	81	4
		Allocate and check work in your team in transport operations	84	3
Driver Training (Security and data protection)			Ref No	Credit
ERRU 1	DT 006	Protect the rigid vehicle and the load	57	2
		Protect the van and the load	58	2
		Protect the articulated or drawbar vehicle and the load	59	2

Group B: Operational Units				
3.1. Taking the initiative			Ref No	Credit
OCS 1	DT 007	Optimise the use of transport resources	78	3
		Respond to problems in transport operations	79	3
		Organise the preparation of documentation for the transportation of goods	92	3
Preparing to drive			Ref No	Credit
Fitness to drive	DT 008	Prepare the rigid vehicle for driving	54	2
		Prepare the van for driving	55	2
		Prepare the articulated or drawbar vehicle for driving	56	2
Loading the vehicle (Customer service)			Ref No	Credit
OCS 2	DT 009	Ensure the rigid vehicle is loaded correctly	68	4
		Ensure the van is loaded correctly	69	4
		Ensure the articulated or drawbar vehicle is loaded correctly	70	4
Un-loading (Customer service)			Ref No	Credit
Logistics	DT 010	Ensure the rigid vehicle is unloaded correctly	71	2
		Ensure the van is unloaded correctly	72	2
		Ensure the articulated or drawbar vehicle is unloaded correctly	73	3

Summary of units				
Group C: Pathway Units				
Helping others			Ref No	Credit
	DT 011	Develop productive working relationships with colleagues in transport operations	87	2
		Help team members address problems affecting their performance in transport operations	94	3
		Recruit, select and keep colleagues in transport operations	89	4
Food Safety			Ref No	Credit
	DT 012	Principles of food safety supervision in transport	74	3
Leadership and management			Ref No	Credit
	DT 013	Supervise the receipt, storage and dispatch of goods	76	6
		Schedule transport operations to meet customer requirements	77	4
		Provide leadership for your team in transport operations	83	4
		Routing and scheduling of loads	85	3
		Arrange the transportation of goods using multiple transport modes	91	3
		Manage the traffic office	88	4