



DRIVER CPC

Driver Certificate of Professional DCPC

Directive 2003/59/OJ
Passenger Carrying Vehicle / Goods Vehicle

DCPC Training Courses

- The courses that we offer fall in line with the syllabus laid down by the European Directive and as time moves on and legislation changes more courses will be introduced.
- Some of the courses are 7hr duration and some are 3.5hrs, however the contact time must be 7hrs (not including breaks) all drivers must complete 35hrs of training within 5years (periodic training)



Type of Training

- There are two types of training
 - 1. Initial training – this involves new drivers coming into the industry whereby they must pass a DSA test
 - 2. Periodic training - this is given to all drivers as ‘acquired’ (grandfather) rights if they have held a current PSV before 10th of September 2008 / LGV before 10th September 2009
- Remembering that after the initial and periodic training that all drivers must start the process again, this is regular training that will continue throughout their/your professional driving career to help them as a driver and to encourage safe driving for life
 - » i.e. complete 35hrs of training within 5years
 - » example September 2008/2009 (grandfather rights) will cover you to 2013/2014 so by this date you must have completed your 35hrs of training to cover you to 2018 / 2019 and then for



Course Coverage

- Falcon Driver Training operates throughout the United Kingdom offering also an In-House option
 - Courses can even be tailored to your company needs and/or specific requirements
 - They can be residential or non-residential
 - All courses will have an evaluation and an assessment sheet
 - This will also help to comply with HSE record keeping

Special Requirement Courses

- If there is a course that has not been registered or you feel the courses do not relate to your industry, you can contact us and we will create a programme to suit your company needs
- This will be registered with JAAPT and can be added to the syllabus which will fall in line with the legislations



Approved Courses

- Only courses approved on behalf of the DSA and delivered by accredited training organisations such as Falcon Driver Training will count towards your 'periodic training' which will enable you to obtain your DCPC

Time Out

- If the end date passes without any training, then your DCPC will expire, and you could face legal charges if you continue to drive in a professional capacity
- The employer MUST not knowingly allow someone to drive professionally without a DCPC if you do, this will lead to a visit by VOSA



Exemptions

- You don't need a Driver CPC if the vehicle you drive is
 - Not authorised to exceed 45kph.
 - Being used by or under the instructions of the armed forces, the police or a Fire and rescue authority.
 - Undergoing road tests for technical development repair or for maintenance purposes.
 - Being used in a state of emergency as part of a rescue mission.
 - Being used for driving lessons for either driving licence or Driver CPC purposes.
 - Not being used to carry passengers or goods for commercial purposes.
 - Carrying materials or equipment for your work, where driving is not your principal activity.

This list is only intended as a guide, it is recommended in all cases where it is felt an exemption applies, the driver seeks independent legal advice.

Training Record

- Employer will be able to access the central training record with the permission of the driver



Planning Your Training

- The regulations require that the 35 hours are completed within 5 years.
Your business can dictate how you spread this
- For many reasons it is being recommended that a 7 hours per year programme be adopted
 - It creates an even flow of training and many of the fears are overcome early in the process
 - Cash flow is even
 - It will help retention if other operators are adopting a similar process
 - Training in its own right has a beneficial effect both for financial and staff morale reasons
 - Planned training indicates an attitude to risk assessment and could be well received by company insurers

The danger of postponing the training is that there may be a shortage of provision and that the cost of getting the final spaces on courses will be expensive

Driver CPC Syllabus

- **Module 1 Driver Skills**
 - Advanced training in rational driving based on safety regulations
- **Module 2 Compliance**
 - Application of regulations
- **Module 3 Health and Safety**
 - Health, road and environmental safety, service and logistics



Module 1 PCV/LGV – Safe and fuel efficient driving (SAFED) 7hrs

- Goals
 - To enhance the drivers ability to maximize fuel efficiency for his vehicle in a safe and effective manner
- Advantages
 - To lesser fuel costs by lowering fuel consumption, improving driver standards which in turn will increase the company's profile and a reduction in the carbon footprint. It will also give the driver better road awareness and reduce road accidents

Module 1 PSV/LGV Defensive driver techniques 3.5hrs

- Goals
 - To make the driver aware of other road users, to enhance the ability of his safety and those around him
 - Understanding of the road, road signs and the highway code safe practice
- Advantages
 - Improve driving standards and to have an improved knowledge of road transport legislation and reduce road accidents



Module 1 PSV/LGV Driver checks and defect reporting 3.5hrs

- Goals
 - To help drivers understand the importance and also their legal obligations in carrying out good quality vehicle checks
- Advantages
 - To reduce cost of vehicle maintenance and to keep the company compliant with the operator licence requirements

Module 1 PSV/LGV Yard shunting in a safe environment 7hrs

- Goals
 - Helping drivers manoeuvre safely on company and private premises
 - Understand signals given by a **banksman** along with coupling and uncoupling of trailers
- Advantages
 - Reducing accidents inside the working environment, as well as ensuring drivers work safely



Module 2 PSV/LGV Driving hours, working time & records 3.5hrs

- Goals
 - Understanding the importance of driver responsibilities under the EU and Domestic Laws for complying fully with the regulations
 - Understanding the correct procedure for entering data for all analogue charts and correct record keeping
- Advantages
 - Complying with one of the seven undertakings of the operator's licence and improving the knowledge of all drivers.

Module 2 PSV/LGV Digital Tachograph training for Siemens 3.5hrs

- Goals
 - To give the driver practical use of digital tachographs, and to understand the workings of the equipment and hands on working with *simulators* of a vehicle unit
 - The different smart cards they use, and to understand signs and symbols on the printouts available to them, including manual entries
- Advantages
 - To improve drivers knowledge of digital tachograph Equipment



Module 2 PSV/LGV Digital Tachograph training for Stoneridge 3.5hrs

- Goals
 - To give the driver practical use of digital tachographs, and to understand the workings of the equipment and hands on working with *simulators* of a vehicle unit.
 - The different smart cards their use, and to understand signs and symbols on the printouts available to them, including manual entries
- Advantages
 - To improve drivers knowledge of digital tachograph equipment.

2 PSV/LGV Digital Tachograph training for Actia 3.5hrs

- Goals
 - To give the driver practical use of digital tachographs, and to understand the workings of the equipment and hands on working with *simulators* of a vehicle unit.
 - The different smart cards their use, and to understand signs and symbols on the printouts available to them, including manual entries
- Advantages
 - To improve drivers knowledge of digital tachograph equipment.



Module 3 PSV/LGV – Safety Aspects of load distribution 3.5hrs

- Goals
 - To educate drivers in safe loading practices, safe distribution of weight and the drivers responsibility for safety (theory)
- Advantages
 - Adhering to the road traffic regulations, regarding weights and measures.

Module 3 PSV/LGV – Safety of loads on vehicles and unloading 7hrs

- Goals
 - To educate drivers in safe loading practices, safe distribution of weight and the drivers responsibility for safety.
- Advantages
 - Adhering to the road traffic regulations, regarding weights and measures.



Module 3 PSV/LGV Basic Driver First aid 3.5hrs

- Goals
 - To enable the driver to deliver basic emergency first aid
- Advantages
 - For driver to assist in minor injuries

Module 3 PSV/LGV First Aid (Appointed person) 7hrs

- Goals
 - All drivers to have an in-depth knowledge of first aid skills including all emergency first aid i.e.
 - What to do until the emergency services arrive
- Advantages
 - Drivers will gain a wider knowledge of first aid at work and will be more confident in dealing with road traffic accidents



Module 3 PSV/LGV Manual Handling 3.5hrs

- Goals
 - For the driver to respect and appreciate weights and sizes of all loads and to handle them in the correct manner and for injury prevention
- Advantages
 - To promote and identify better safety awareness and to reduce personal injury

Module 3 PSV/LGV Diversity and inclusion 3.5hrs

- Goals
 - To enhance the drivers knowledge of others religion, culture and gender and also to enhance communication skills
- Advantages
 - To broaden the company profile in making the driver more professional in his approach when dealing with others



Module 3 PSV/LGV Sleep deprivation 3.5hrs

- Goals
 - To provide the driver with advanced information regarding correct sleeping patterns and detecting the signs of tiredness
- Advantages
 - Reduce road accidents and promoting healthy lifestyles

Module 3 PCV Customer care, regarding school bus contracts 3.5hrs

- Goals
 - To provide drivers with information regarding interaction with children of school age
- Advantages
 - Good customer relations



Module 3 PCV – Special need passengers 3.5hrs

- Goals
 - To provide drivers with the information to enable them to understand and interact with children who have special needs
- Advantage
 - Good customer relations

Example of a 5 day plan

- Day 1: Module 1 –
 - Safe and fuel efficient driving
- Day 2: Module 1 –
 - Defensive driving techniques driver checks and defect reporting
- Day 3: Module 2 –
 - Driving hours, working time and analogue records and digital tachograph training for Siemens
- Day 4: Module 3 –
 - Basic driver first aid and manual handling
- Day 5: Module 3 –
 - Sleep deprivation and diversity and inclusion

