

# Professional Drivers: Lorry, Coach and Bus.

drivetech.co.uk





About Drivetech	4
Why Drivetech	4
Drivetech Accreditations and Standards	5
Risk Management Journey	6
Driver CPC Courses.	
Daily Vehicle Checks	8
Driver Compliance	8
Driver Fitness and Wellbeing	8
Professional Driver and the Highway Code	8
Reversing and Manoeuvring	8
Safe and Secure Loading	8
Tachograph and Drivers Hours	8
Winter Driving	8
Driving Today	8
Managing Your Speed	8
Real World In-Vehicle	8

Real World In-Vehicle Sharing the Road Stress and Addiction	8
	<u>ç</u>

### FORS Members Accredited Workshops.

LoCITY Driving Course	9
Safer Urban Driving	9
Staying Legal	9
TruckSmart	9
VanSmart	9

### Professional Driving Courses.

-	
Advanced Driving Diploma	10
Advanced Driving Diploma Train-the-Trainer	10
In-house Assessor's Programme	10
Commercial Course Design Package	10
Driver Quality Monitoring (DQM) for Bus Drivers	10
Events Training	10
HGV and/or PCV Licence Acquisition	11
Train the Trainer Course	11
Introducing Driver's Mate	11

## About Drivetech.

Drivetech, part of the AA, is a market leader in fleet risk and safety management, and driver training. We are also the UK's largest provider of driver offender retraining courses.

With over 30 years of successful experience, Drivetech now offers fleet consultancy, driver assessment and training services in over 95 countries and in 35 languages through over 40 partners. These products and services improve driver safety, reduce fleet running costs and ensure compliance with legal obligations and duty of care responsibilities.

In the UK, we provide educational courses to people who have committed a motoring offence or crashed. Drivetech directly serves 12 UK police forces and Transport for London and indirectly supports 34 UK forces through NDORS (National Driver Offender Retraining Scheme).

Our products are specifically designed for people who are driving for work or professionally in a variety of different vehicles including:

- Buses
- Taxis
- Cars

Coaches

- Trucks Vans
- Scooters/mopeds
  4x4s

### **Our Vision**

A leader in providing innovative risk reduction solutions, on and off the road

### **Our Vision**

To work together to eliminate risk for a safer world

# Why Drivetech?

Drivetech, part of the AA, is a national and trusted name in motoring. Our Commercial Business offers Driver CPC courses that aim to deliver a consistent, comprehensive and complete service:

- Fulfills your Driver CPC obligations
- Choice of on-road courses or classroom workshops
- Nationwide delivery at venues across the UK or at client-specific sites
- Innovative and flexible training products
- Fully JAUPT-approved and registered courses
- Highly-qualified trainers across our national trainer network
- Over 25 years of dedicated fleet and driver training expertise
- A choice of market-leading, quality courses at affordable prices



#### **Review**.

We survey your current commercial fleet exposure by examining your existing practices and procedures.

#### Check.

Ensure employees in your organisation who drive for work have a valid driving licence.

#### Assess.

Our online and on-road assessments help you understand your drivers' exposure to risk while driving.

#### Train.

Reduce risk and develop your professional drivers' skills and attitude with our range of eLearning, virtual and/or classroom-based workshops, and on-road courses.

#### Manage.

Use our web-based portal, FleetRiskManager, to manage your professional driver community at your fingertips.

# Accreditations and Standards.



DriveTech is a FORS

Associate Member

Associates are specialist suppliers who offer products and services that are aligned to requirements of the FORS Standard. Associates work with FORS to help their members become safer, more efficient and environmentally friendly.

The Fleet Operator Recognition Scheme (FORS) is a voluntary accreditation scheme encompassing all aspects of safety, fuel efficiency, vehicle emissions and improved operations. FORS helps fleet operators to measure and monitor performance and

alter their operations in order to demonstrate best practice. It is open to operators of vans, lorries, mini-buses, coaches and other vehicles, and to the organisations that award contracts to those operators.

All Drivetech's courses are designed with the FORS standards in mind. The courses that are currently FORS accredited are marked with FORS.





**JAUPT APPROVED CENTRE AC00032** 

#### Drivetech is a JAUPT-Approved centre.

Only approved courses taken with approved training centres will count towards periodic training.

Drivetech has developed a suite of JAUPT-approved courses for drivers of LGV and PCV vehicles. These courses can therefore contribute toward your drivers' 35 hours.

#### Training Accreditations.

**City & Guilds: Centre No. 051788** Qualification for teaching driver awareness education

Driver and Vehicle Standards Agency (DVSA) Induction Training and Fleet Driver Trainer Register

Office of Qualifications and Examinations Regulation (Ofqual) Qualification to be an end point assessor (EPA) for PVCs

Joint Approvals Unit for Periodic Training (JAUPT): Centre No. AC00032

Periodic Driver CPC training

National Driver Offender Retraining Scheme (NDORS) certified training provider

# Trade Association Memberships

Association of Driving Licence Verification (ADLV)

Chartered Institute of Logistics and Transport (CILT)

Confederation of Passenger Transport (CPT)

Energy Saving Trust (EST) Federation of Off-Road Training (FORT)

Fleet Operator Recognition Scheme (FORS)

National Association of Driver Intervention

#### International Standard Certifications

ISO 9001:2015 - Quality Management

ISO 14001:2004 - Environmental Management

ISO 27001:2013 - Information Security Management (Licence Verification and Police Contracts)

OHSAS 18001:2007 -Occupational Health and Safety

### We are here for your risk management journey.

Why not start today?





### **Review**

### Check.

You need to know where you are before you can decide where you are going.

#### **Our Solution**

We review your current commercial fleet risk exposure by examining your existing management practices and procedures. This identifies appropriate systems and solutions to mitigate the risks associated with work-related driving.

Our audit encompasses all legal, financial and operational issues. It culminates in a detailed report, identifying key risk areas together with best practice recommendations for remedial action where necessary. If you're responsible for managing employees in your organisation while they drive for work, you must ensure that they have a valid driving licence.

#### Our Solution

We provide a secure, electronic driving licence check solution for both UK and non-UK licence holders. This provides assurance that the licence is valid, which categories of entitlement are current and details of any endorsements.

Our recently introduced e-Check solution allows drivers to give their permission for a driving licence check with an electronic signature. Once an employee has given permission, their driving licence check is valid for up to 3 years. After the employee's first licence check, additional checks can be automatically scheduled, in accordance with the company-defined re-check policy.







Manage

Assess.

Train

#### Driver assessments are a key component of a comprehensive road risk strategy. Using our driver assessments and your telematics and/or collision data, we can profile your drivers' exposure to risk based on their driving activities, history, attitude and knowledge. Initially this allows us to recommend targeted and timely training interventions, focusing first on the highest-risk drivers, and in addition allows you to monitor, measure and control risk ongoing.

#### Our Solution

**Online** - a cost-effective and accessible way to assess your professional drivers' risks, whilst keeping downtime to a minimum. The primary outcome of the assessment reflects the driver's situation and history, and the second part of the programme assesses knowledge on a range of subjects to give a final overview score indicating their potential exposure to risk.

**On-road** - through a combination of pre-driving checks and typically a one hour on-road practical driving assessment with a fully trained driving assessor, this approach provides human interaction and discussion.

Driver data – by combining all available collision information, vehicle and driver data from various sources e.g. telematics, collision data and onboard cameras, we use our experience to identify the underlying areas of risk. This data can then be used to identify and implement interventions that will help to mitigate the risks identified and reduce costs. Analysing and measuring the results of these interventions will then demonstrate the success and return on investment. The clock is always ticking for professional drivers to complete their compulsory periodic training, 35 hours of training every 5 years.

Only approved courses taken at approved training centres will count towards periodic training. Drivetech's courses contribute towards the required 35 hours. We recommend choosing courses that provide the most value to the driver, the business operation and to tackle any risks identified during the assessment.

After initial training, the continual monitoring of driver risk using telematics and other driver data can be used to both evidence improvements and trigger further targeted and timely interventions.

#### Our Solution.

**Workshops** by topic and vehicle to shift culture and behaviour. Available online in a virtual classroom or face-to-face in a physical classroom environment.

**On-road** training for maximum impact on driver safety and performance. Our courses reinforce the fact drivers not only need to possess the knowledge and skills for driving, but also the ability to self-evaluate how life and work issues can cause a change in their driver behaviour and increase personal risk. The key to a successful commercial fleet risk management programme is the ability to identify, measure and evidence the reduction in overall fleet risk and an improvement in efficiency. Knowing your current exposure to risk and particularly who in your driving community has or has not completed any part of your chosen driving for work programme is essential.

#### Our Solution.

FleetRiskManager, our web-based portal, enables you to administer company, vehicle and driver data, as well as manage your driver community at your fingertips. It's innovative and easy-to-use workflow capabilities allows you to quickly identify and address any outstanding tasks.

#### Tasks/Capabilities include:

- Driver, group and company-level risk profiles
- Assessment status and results
- Learning status and results
- On-road status and driver reports
- Driver-declared collision
  information
- Downloadable reports
- Driving licence status dashboard
- Automated driver and manager alerts

# **Driver CPC Courses**

All courses in this section are JAUPT-approved and are available online or in a classroom. The courses are either 3.5 or 7 hours in length and can be mixed and matched to contribute towards your drivers' 35 hours of periodic training. We recommend choosing courses that provide the most value to your drivers, and your business operation.

#### Daily Vehicle Checks.

Intended to give professional drivers a deeper understanding of why vehicle checks are needed and the importance of doing them correctly on a daily basis.



#### Driver Compliance.

Designed to give a better understanding of the potential legal consequences that a driver faces in their working day. The legislation around operating vehicles in this sector is complex and both company and driver should be aware of the consequences and their associated responsibilities.



#### Driver Fitness and Wellbeing.

This workshop has been designed to give professional drivers an understanding of the potential dangers to health and wellbeing associated with driving for a living, including the effect on driving style and ability, and what to do in the event of an accident.



# Professional Driver and the Highway Code.

Designed to provide a deeper understanding of the history of the Highway Code and relevant legislation. Legislation and advice is changing all the time and it is important that professional drivers update themselves on specific points that will affect them in their working day. It can be used as a part of a company induction for new starters or those who wish to revisit the Highway Code and update themselves on the changes that have taken place.



#### **Reversing and Manoeuvring**

Drivers of all types of vehicle have most collisions at slow speed whilst manoeuvring, so this course gives drivers an insight into what to look for when reversing and how to manage the risk effectively. The course includes a practical element, so drivers can put into practice their new-found skills.



#### Safe and Secure Loading.

Designed to give a deeper understanding of the importance of safe vehicle loading and the consequences of getting it wrong.

📮 🕐 3.5Hrs

#### Tachograph and Drivers Hours.

Designed to give professional drivers a greater understanding of the different types of tachograph they may come across in their duties and how to use them correctly. The Working Time Directive legislation is also included and how it relates to drivers' hours legislation. This workshop can be used as a part of a company induction process for new starters or a refresher for those who drive under tachograph legislation and require an update and refresher on this important legislation.



#### Winter Driving.

Professional drivers are expected to be able to drive in all conditions. The risk of incident increases during the winter. This course is designed to give the skills and awareness to reduce this risk during these more dangerous months.



#### Driving Today.

Workshop designed for professional drivers and employees who drive on a regular basis. Increases awareness of the dangers on the road and how strategies can be implemented to reduce risk.



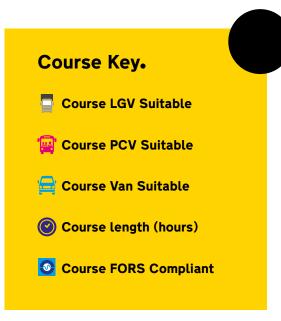
#### Managing Your Speed.

Designed for all professional drivers, regardless of experience, to understand the impact of speeding, including the risk of collision, conviction and potential disqualification from driving. It provokes discussion, reflection and ultimately, a positive learning experience about speed use and keeping to the speed limit.



#### Real World In-Vehicle.

A driver awareness course which can be delivered whilst the driver is working. It is designed to influence a driver's attitude and behaviour, and improve competence. It will increase a driver's safety margins, provide awareness of speed limits and compliance, encourage a more proactive approach behind the wheel and provide a practical update on the Highway Code. At the end of the course each driver will have a better understanding of the driving task involved on today's roads, be better equipped to deal with the pressures and distractions encountered with workrelated driving, be more informed and make improved driving decisions, therefore reducing the driving risk.



### FORS Members Accredited Workshops.

#### LoCITY Driving Course.

A classroom-based course that focuses on minimising the environmental impact of vans and HGVs by reducing emissions through the use of pre-journey planning and vehicle checks, fuel-efficient driving and alternative fuels. As London grows, so does traffic congestion and air pollution. This course aims to give professional drivers the knowledge and skills needed to cut costs and minimise the environmental impact of fleet operations.



#### Safe Urban Driving

The course is divided into two separate parts, one being a classroom-based theory session followed by a second part of on road practical riding session. Changing places with the cyclist gives drivers the opportunity to experience the vulnerability of riding a bicycle. This course focuses on the risks and hazards of driving heavy goods vehicles and/or public service vehicles in UK cities. It equips drivers with the knowledge and skills needed to share the road safely with vulnerable road users (VRUs), pedestrians, cyclists and motorcyclists.



#### Staying Legal.

Designed to inform all HGV drivers of the requirements to remain compliant when driving an HGV commercially on public roads. The course aims to raise the overall HGV compliance standards, along with the protection of the actual Operators Licence.



#### TruckSmart.

This course focuses on the importance of driving roadworthy HGVs and the role of the driver in ensuring that vehicles and loads are safe and legal at all times. Alongside TruckSmart driver training there is an eLearning module. The accompanying Fleet Manager Toolkit provides tools, guidance and resources for managers looking to develop and implement an HGV safety system within their organisation.



#### VanSmart.

VanSmart aims to reduce work related road risks, improve safety and create long-term behavioural change in the van sector. A fully accredited driver CPC modular training course for van drivers comprising of both the theory and practical (on-bike) modules.



# Professional Driving Courses.

Our range of additional professional courses have been created to cover a comprehensive range of topics. These courses are offered in addition to the Driver CPC courses, allowing you to go above and beyond your Driver CPC obligations.

Note: These courses do not count towards the 35 hours of periodic training (Driver CPC)

#### Advanced Driving Diploma.

The Advanced Driving Diploma has been developed to meet the needs of every business and individual for safe, progressive and fuel-efficient progress for all their journeys now and in the future. It replaces the formal process of driving instruction by introducing a method of coaching that assists the process of self-evaluation and development. This enables the driver to challenge their personal driving beliefs and the decisions made behind the wheel.

While the traditional elements of the advanced driving style are retained, progress is evaluated in terms of efficient journey planning and use of the vehicle in a smooth and measured driving style. This presents a far greater challenge to the driver who will need to be very aware of their personal driving traits, their vehicle and how to bring all the required elements together in harmony.

The advantage is that the driver will be better prepared for their future driving intentions rather than those demonstrated simply for the purpose of a test. The Advanced Driving Diploma aims to significantly reduce risk in any driving situation by enhancing personalised components of driver attitude, behaviour and competence to an advanced level.

Each driver will develop their own personal strategies supported by the knowledge and skills required to maintain the Advanced Diploma standard post-test. This includes the development of personal tools and techniques to overcome their personal barriers for their driving career.

#### Advanced Driving Diploma Train-the-Trainer

Once you have completed the Diploma course, you can go onto complete the Advanced Driving Diploma Trainthe-Trainer course.

After completing this course candidates can then go on to train their wider driving community to a higher standard with in their company. The Advanced Driving Diploma programme will give them the ability to formulate training interventions and to set learning objectives. The aim is for the trainer to bring their own drivers up to a test standard so Drivetech can evaluate by testing.

All trainers will be able to:

- Complete driving assessments
  on new drivers
- Conduct ongoing driver development
- Conduct post incident training

#### In-House Assessor's Programme.

Designed to equip organisations with their own inhouse driving assessors to help motivate employees and their driving skills. The aim of the programme is to develop employee(s) with the essential skills and tools to provide driver assessments of their drivers in order to establish risk exposure and training requirements. The added value of the Advanced Driving Diploma will create credible assessors with respected opinions as their driving will set a bench mark for others to follow.

#### Introduction to Transport Management.

Designed to inform managers who have responsibility for professional drivers requiring an overview of the current legislation relating to Tachograph and the Working Time Directive (WTD). This course involves the management of records and awareness of the tools required to ensure overall compliance.

# Commercial Course Design Package.

In addition to our already-comprehensive selection of training courses, Drivetech can also design and develop bespoke courses to suit the needs of your business. We will use a structured approach to tackle the research, development, design and delivery. Our approach and expertise ensure a quality programme that will be authored specifically to your needs and in full partnership with you.

# Driver Quality Monitoring (DQM) for Bus Drivers.

Drivetech can provide a comprehensive and independent evaluation of bus driving. The assessments indicate any aspects of a drivers' behaviour that falls short of the requirements and expectations of passengers. DQM therefore provides a vital input into the analysis of the training needs for drivers, and monitors trends by route, garage, operator, and across the bus network.



#### Events Training.

Designed with road safety in mind, Drivetech can arrange events to deliver valuable training messages to groups of employees in a relaxed and informal setting. For professional drivers, we can organise a series of activities that will challenge and educate attendees, giving them the opportunity to improve their vehicle knowledge and skills in a safe environment, while still enjoying the experience.

#### HGV and/or PCV Licence Acquisition.

Drivetech, the driver training and driver risk management operation from the AA, and Specialised Training have confirmed an agreement to partner to offer a more comprehensive range of professional driver services.

The relationship will strengthen each organisation's ability to offer their blue-chip customers a valuable and broader range of services in the UK.

HGV and/or PCV licence acquisition is a specific need and will support Drivetech's overarching driver training appeal in the commercial marketplace. Similarly, this strengthens the Specialised Training reputation as the recognised leader in professional truck driver licence acquisition with an impressive pass rate.

Commenting on the new arrangement, Oli Stevenson, Head of Commercial Development at Drivetech said:

The ability to offer our customers HGV and/or PCV licence acquisition as a fully managed service in partnership with such a professional and respected business is great news, and we are delighted to team up with Specialised Training to achieve this. Their reputation and values are perfectly matched with ours and this adds another exciting dimension to our already very comprehensive range of professional driver services.

Darren Clapich, Business Development Manager at Specialised Training, added:

It is well documented that there is a current shortage of professional drivers in the UK. We are delighted to team-up with Drivetech to help further promote driving careers in this industry and attract new and high-quality drivers to this critical aspect of goods distribution. Training offerings including Class C, Class D, Class C+E, Class B + E plus ADR (dangerous goods transportation) will help keep Britain's transportation system running and Drivetech's further comprehensive range of driver training and risk management interventions are respected and market leading too.

#### Train the Trainer Course.

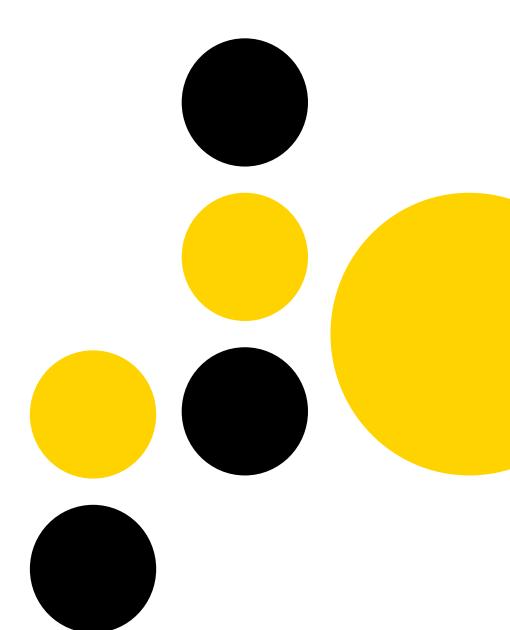
Drivetech understands that many in-house providers of LGV and PCV driver training often don't have the time or resource to develop new training courses, or qualify to deliver accredited external courses.

Acknowledging this challenge, Drivetech has an extensive and continually expanding course portfolio for which we have developed a two-day 'train the trainer' course. Successful completion entitles in-house trainers to deliver certified Drivetech courses of which most are Driver CPC JAUPT accredited. The level of support I have received from Drivetech has been fantastic.



66 I can thoroughly recommend their services to any operator, large or small. 99





### Contact Us.

Drivetech UK & Drivetech International Fanum House, Basing View, Basingstoke Hampshire, RG21 4EA, UK

T 01256 610907 E tellmemore@drivetech.co.uk

