



Protecting people
on the move

Driver CPC

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Aim:	Provide guidance to all relevant persons around the provisions of Driver CPC		
Scope:	Driver CPC Content & Person Specifications		

What is Driver CPC?

The Driver Certificate of Professional Competence (Driver CPC) is a qualification for professional bus, coach and lorry drivers. It was introduced across Europe in 2008 for bus and coach drivers (D1 category and above) and in 2009 for lorry drivers and 3.5 ton+ vehicles (C1 category and above), with the aim of improving road safety and maintaining high standards of driving. You must have Driver CPC if you drive a lorry, bus or coach as the main part of your job.

What is a Driver CPC card?

A fully qualified professional bus, coach and lorry driver (including Driver CPC Parts 1-4) will be issued with a Driver Certificate of Professional Competence (CPC) card.

This card is often referred to as a 'Driver Qualification Card' or 'DQC'.

Professional lorry, bus or coach drivers must carry this Driver Qualification Card at all times whilst driving a lorry, bus or coach. Failure to produce a DQC card carries a £50 fixed penalty for driving professionally without your card.

Who is responsible for meeting Driver CPC requirements?

The driver is responsible for ensuring that they meet all Driver CPC Periodic Training requirements, which also includes meeting any costs.

Additionally, it is the employer's responsibility to ensure that their company and driver fleet comply with current legislation.

This essentially means that both the individual driver and that driver's employer are responsible for and accountable to any consequence for non-compliance.

TTC recommends that if at any point you are unsure of your responsibilities or have concerns over Driver CPC compliance, it is always best to discuss your concerns with whoever maintains your organisation's Operator Licence.

How are the courses delivered?

You must complete 35 hours of periodic training every 5 years to be permitted to continue driving a lorry, coach or bus professionally.

Drivers can complete Driver CPC periodic training online, as well as in a classroom environment.

What topics are covered in Driver CPC Training?

- Traffic Law & Daily Checks
- Safe Urban Driving
- Driver Impairment – Drink & Drugs CPC
- First Aid
- Driver Hours
- Safe Rural Driving

We are also FORS (Fleet Operator Recognition Scheme) accredited and offer a range of FORS Professional courses to support commercial fleet operators in reducing road risk by developing drivers' knowledge, competence, skill and performance. We offer the following FORS training courses across the UK including Northern Ireland:

- FORS LoCITY Driving
- FORS Van Smart
- FORS Van Smart

What are the Trainer requirements for the delivery of Corporate Driver Training?

As part of the course approval application process, each trainer that is nominated to deliver a specific course, the centre must provide evidence to show that the trainer holds appropriate: -

1. Training skills
2. Subject matter knowledge
3. Experience relevant to the course

1. Training Skills

Approved centres can evidence a trainer's eligibility in a variety of ways, such as a formal qualification, or membership of one of the recognised Trainer Registers or by confirming the trainer's prior experience.

Evidence Type	Qualification
Teaching Qualifications	<ul style="list-style-type: none"> • Certificate of Teaching in the Lifelong Learning Sector (CTTLS) now CET • Diploma in Education and Training (DTTLS) now DET at least Level 3 • Level 3 or above in Education and Training • Level 3 or above in Training and Development • Preparing to Teach in the Lifelong Learning (PTTLS) now AET at least Level 3
Member of Recognised Trainer Register	<ul style="list-style-type: none"> • Register of Approved Driver Assessors & Trainers (RADAT) • RHA Driver CPC Instructor Register • The National Register of Driver CPC Instructors (NRI) • Driver CPC Trainer Register (RHA) • The Voluntary Register of Driver CPC Trainers (VRT) • The National Register of LGV Instructors (NRI) • The National Vocational Driving Instructors Register (NVDIR)
Other Recognised Qualifications	<ul style="list-style-type: none"> • ADR Instructor • Approved Driving Instructor (ADI) • First Aid at Work Instruction • Level 3 Certificate for Driver CPC Trainers • Level 3 or above in Driving Instruction • Level 3 Train the Trainer • ITC Level 3 Award in Teaching First Aid Qualifications • MOD/HM Forces Licence Acquisition Instructor • Winter Service Trainer

If a trainer does not hold a formal qualification, the centre must provide an accompanying statement or a completed trainer evidence template detailing how the trainer gained their course specific subject knowledge. Full information on how to do this can be found here: [Driver CPC](#)

2. Subject Knowledge

Training centres can evidence a trainer's subject knowledge by providing relevant qualifications.

Subject Area	Qualifications
Carriage of Dangerous Goods	<ul style="list-style-type: none"> • ADR Driver Training Certificate • ADR Instructor • Dangerous Goods Safety Advisor (GDSA)
Customer Service	Intermediate Level Apprenticeship in Customer Service in the Business Sector
Defensive Driving	Level 3 NVQ in Driving Instruction
Drivers hours	<ul style="list-style-type: none"> • City & Guilds – Instructor in Digital Drivers Hours Recording Equipment • Certificate of Professional Competence in National Passenger Transport Operations • Certificate of Professional Competence in International Passenger Transport Operations • Certificate of Professional Competence in National Road Haulage Operations • Certificate of Professional Competence in International Road Haulage Operations
First Aid	<ul style="list-style-type: none"> • First Aid at Work Instructor • FFA Level 3 Award in First Aid at Work Award in Supervising First Aid for Mental Health • Level 2 Award in Cardiopulmonary Resuscitation and Automated External Defibrillation • Level 3 Award in Oxygen Therapy Administration • Level 3 Award in Immediate Management of Anaphylaxis • Intermediate First Person on Scene (FPOS)
Fire Awareness	<ul style="list-style-type: none"> • Fire Marshall/Warden Instructor
Health and Safety	<ul style="list-style-type: none"> • Advanced Diploma in Health and Safety • NEBOSH Health and Safety Certificate Level 5 NVQ Diploma in Occupational Health & Safety Practice • NEBOSH National General Certificate of Occupational Health and Safety • Level 3 – Award in Health and Safety in the Workplace • IOSH Managing Safety
Manual Handling	<ul style="list-style-type: none"> • Level 2 Award in Manual Handling • Osteopaths for Industry (OfI) Manual Handling Training • Level 3 Award in Manual Handling Trainers (ROSPA) • BTEC Level 3 Manual Handling Trainers
O-Licence	<ul style="list-style-type: none"> • Certificate of Professional Competence in National Passenger Transport Operations

	<ul style="list-style-type: none"> • Certificate of Professional Competence in International Passenger Transport Operations • Certificate of Professional Competence in National Road Haulage Operations • Certificate of Professional Competence in International Road Haulage Operations
SAFED	<ul style="list-style-type: none"> • SAFED register (SAFED is no longer available as a separate qualification and can only be delivered as a Driver CPC course. The trainer must be registered on the SAFED register. If not, the course must not be titled SAFED)
Safe Urban Driving	<ul style="list-style-type: none"> • FORS Practitioner
Signaller/Banksman	<ul style="list-style-type: none"> • Banksman Instructor
Terrorism	<ul style="list-style-type: none"> • Terrorism Risk and Incident Prevention (TRIP)
Walk Around Checks	<ul style="list-style-type: none"> • Category C or C+E licence (for LGV courses) • Category D or D+E licence (for PCV courses) • IRTEC in Large Commercial Vehicles • IRTEC in Bus and Coach • NVQ in Driving Goods vehicles
Wellbeing	<ul style="list-style-type: none"> • Level 2 Certificate in Awareness of Mental Health Problems
Winter Service Operations	<ul style="list-style-type: none"> • Winter Service Assessor/Trainer
Working Time Directive	<ul style="list-style-type: none"> • Certificate of Professional Competence in National Passenger Transport Operations • Certificate of Professional Competence in International Passenger Transport Operations • Certificate of Professional Competence in National Road Haulage • Certificate of Professional Competence in International Road Haulage

If a trainer does not hold a formal qualification, the centre must provide an accompanying statement or a completed trainer evidence template detailing how the trainer gained their course specific subject knowledge. Full information on how to do this can be found here: [Driver CPC](#)

3. Experience

Trainers need to have relevant industry experience in the course subject area. Approved centres can evidence trainers experience in a variety of ways, such as a formal qualification which has an element of experience built in.

Evidence Type	Qualifications
Course Subject Qualifications	<ul style="list-style-type: none"> • Train the Trainer (subject relevant) • Level 3 Advanced First Aid at Work Instructor • ADR Instructor • Charter Member - Institute of Logistics and Transport

If a trainer does not hold a formal qualification, the centre must provide an accompanying statement or a completed trainer evidence template detailing how the trainer gained their course specific subject knowledge. Full information on how to do this can be found here: [Driver CPC](#)

What training will I receive?

Full training will be provided for both online and classroom delivery and you will receive a TTC delivery licence. A mentor will be assigned to you to assist you in your early stages of delivery. Once both you and your mentor are happy that you are confident and competent enough to deliver the course on your own, you will deliver the course unaided.

What support will I receive?

You will need your own laptop to run the presentations, but all course resources will be provided. You will be internally monitored annually and full support will be available for any additional requirements.

How do I express my interest in the delivery of Driver CPC?

An expression of interest can be sent via email to:

academy@ttc-uk.com

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