

PART SIX - ASSESSMENT ABILITY TEST

1.0 Explanation of Examination Conduct

- 1.1** The following pages provide guidance on the areas of candidate performance assessed by the NRI examiners. They outline the standards of performance expected in the assessment ability test. Whilst they are not exhaustive, they are sufficiently detailed to form the basis of examination preparation.
- 1.2** The format for the assessment ability test is that of a “role play” exercise. The examiner will assume the role of a driver undertaking a pre-employment assessment on the appropriate vehicle category. The candidate will adopt the role of the LGV assessor and must maintain this role throughout the assessment. It is important for the candidate to remember these respective roles during the test.
- 1.3** The NRI examiner will carry a set of specimen documents (a Cat C/ C+E Driving Licence, a DQC card and a digitachograph card) which the candidate should check as part of the role play.
- 1.4** The total time allocated for the assessment ability test is 90 minutes. This comprises 15 minutes for the candidates to undertake the pre-assessment briefing and checks, 15 minutes for the vehicle familiarity and walk-round checks, 30 minutes for the driving assessment test and 30 minutes to write the assessment report.
- 1.5** A total of 70 marks are available; 26 in Part One and 44 in Part Two. A Pass in this test requires the candidate assessor to achieve a minimum of 20 marks in Part One and 31 marks in Part Two.
- 1.6** Due to the uncontrolled nature of driving on the public highway e.g. traffic delays. The examiner can show a degree of flexibility regarding the duration of the driving assessment test. This is solely at the discretion of the examiner.
- 1.7** It is the approved examination centres responsibility to implement adequate controls to ensure that any candidate undergoing examination is not affected by external interruptions. However, should an unprecedented situation occur (i.e. a fire alarm) then the examiner will pause or cease the examination, record the time, and upon restart, allow the candidate the choice to restart the complete examination or resume at the point where the examination was suspended. The examiner will take into account the break in continuity of the examination and the candidate will not be penalised in any way.
- 1.8** The examiner will not give the candidate advice on technical content or discuss methods of assessment.

PART SIX - ASSESSMENT ABILITY TEST

Explanation of Content and Performance

Marks are awarded by the examiner for each of the headings detailed below.

PART 1

PRE-ASSESSMENT BRIEFING (6 POINTS AVAILABLE)

The examiner will consider the following questions under this heading on the marking sheet:

- Did the assessor clearly introduce themselves and the company
- Did the assessor endeavour to put the driver at ease
- Did the assessor explain how and why the assessment would be carried out, making it clear that it was not a 'test' but a pre-employment assessment as required by company policy
- Did the assessor check whether the driver was familiar with the local area
- Did the assessor check when the driver was last at work and whether they were legal to drive under drivers hours rules
- Did the assessor enquire about how long the driver had been in the industry, what vehicle category they last drove, what sub-sectors they have experience of and what makes of vehicle they have driven.
- Did the assessor explain the route to be used for the assessment drive and explain that, to ensure the driver was familiar with vehicle, there would be a 'warm up' period of driving before the marked assessment process started?

DRIVING LICENCE CHECKS (6 POINTS AVAILABLE)

The examiner will consider the following questions under this heading on the marking sheet:

- Did the assessor ask the driver for their driving licence, driver qualification card and digi-tach card
- Did the assessor ask the driver to verbally confirm their, name, address, postcode and date of birth
- Did the assessor check the reverse of the driving licence to ensure the driver had the correct entitlements and current entitlements?
- Did the assessor check and confirm any additional licence codes (for example 102 Drawbar trailers only)
- Did the assessor ensure that the assessment marking sheet was signed by the driver prior to the assessment drive and compare that signature to that on the driving licence card
- Were all documents returned to the driver

PART SIX - ASSESSMENT ABILITY TEST

EYESIGHT CHECK (6 POINTS AVAILABLE)

The examiner will consider the following questions under this heading on the marking sheet:

- Did the assessor check whether the driver wears glasses or contact lenses for driving and that this is recorded on their driving licence card
- Did the assessor inform the driver of the eye test procedure for both new and old style fonts making it clear that failure would lead to termination of the assessment
- Did the assessor carry out the eye test and if required re-test the driver having checked and verified the distance

DAILY WALK ROUND CHECK (6 POINTS AVAILABLE)

The examiner will consider the following questions under this heading on the marking sheet:

- Did the assessor ask the driver to insert their tacho chart or digi-card or to simulate that process
- Did the assessor inform the driver that the vehicle had been checked and relevant documents completed
- Did the assessor ask the driver if they currently undertake pre-shift checks
- Did the assessor ask the driver to talk through their current pre-shift check process
- Did the assessor question the driver on their knowledge of pre-shift checks
- If it was applicable, did the assessor ask the driver to talk through the couple and/or uncouple procedure and check their knowledge of couple and/or uncouple procedures

VEHICLE FAMILIARISATION (4 POINTS AVAILABLE)

The examiner will consider the following questions under this heading on the marking sheet:

- Did the assessor ask if the vehicle to be used for the assessment was of a type familiar to the driver
- Did the assessor explain the key points of vehicle dimensions including both laden and unladen weight
- Did the assessor open the driver's door and explain seating adjustment, pedal configuration and any equipment that could be explained from ground level on the driver's side
- Did the assessor ask the driver to enter the cab using three points of contact
- Did the assessor enter the passenger side and explain the remaining controls and dashboard instruments
- Did the assessor explain the layout of mechanical controls, gear selection method, handbrake, wipers, washers, horn, lights and heater/aircon controls and confirm that the driver understood their layout and operation.
- Did the assessor ask the candidate to check and if required, adjust the mirrors

PART SIX - ASSESSMENT ABILITY TEST

PART 2

CONTENT OF DRIVING ASSESSMENT (4 POINTS AVAILABLE)

The examiner will consider the following aspects of performance under this heading on the marking sheet:

Did the use of the given route and the driving instructions given by the assessor enable them to assess the driver in relation to:

- Driver attitude
- Use of controls and vehicle sympathy
- Conformance with safe driving procedures

DIRECTIONS TO DRIVERS (6 POINTS AVAILABLE)

The examiner will consider the following aspects of performance under this heading on the marking sheet:

Did the assessor give directions to the driver that were:

- Clear and concisely delivered
- Well timed
- Correct
- Consistent in their delivery

IDENTIFYING FAULTS (6 POINTS AVAILABLE)

The examiner will consider the following aspects of performance under this heading on the marking sheet:

- During the test the examiner, in role as the driver, exhibited 3 pre-determined faults in their driving. These were in either general faults, control faults or road procedure faults.
- Did the assessor correctly identify and record 1, 2 or all 3 of the pre-determined faults exhibited by the driver?

INTERPRETING FAULTS; CONTROL/ROAD PROCEDURE (6 POINTS AVAILABLE)

The examiner will consider the following aspects of performance under this heading on the marking sheet:

Did the assessor correctly observe and record driver performance in relation to:

- Use of controls
- Steering
- Moving off
- Use of gears (where applicable)

PART SIX - ASSESSMENT ABILITY TEST

- Off road exercises
- Road position
- Use of mirrors/observation
- Use of signals
- Compliance with road signs
- Compliance with control signals
- Signals of other road users
- Control of speed
- Anticipating the actions of others
- Stopping the vehicle
- Procedures at crossroads and other types of junction

GRADING INDIVIDUAL FAULTS (6 POINTS AVAILABLE)

The examiner will consider the following aspects of performance under this heading on the marking sheet:

- Did the assessor correctly use the Appendix A6 Driving Assessment Marking Sheet to consistently grade individual faults

RECORDING FAULTS (6 POINTS AVAILABLE)

The examiner will consider the following aspects of performance under this heading on the marking sheet:

- Did the assessor correctly use the Appendix A6 Driving Assessment Marking Sheet to accurately record faults

GRADING OVERALL ASSESSMENT (6 POINTS AVAILABLE)

The examiner will consider the following aspects of performance under this heading on the marking sheet:

- Did the assessor correctly use the Appendix A6 Driving Assessment Marking Sheet to accurately record an Assessment Score

WRITING A REPORT (4 POINTS AVAILABLE)

The examiner will consider the following aspects of performance under this heading on the marking sheet, and the examiner will not be expecting verbal feedback on the driver's performance.

- Did the assessor correctly use the Appendix A6 (Driving Assessment Marking Sheet) and complete a written report of the performance of the driver

PART SIX - ASSESSMENT ABILITY TEST

- Does the written report accurately reflect the faults identified on the front of the Driving Assessment Marking Sheet
- Have the faults identified on the front of the Driving Assessment Marking Sheet been accurately documented in the corresponding sections of the written report
- Did this have a clear, unambiguous conclusion in Section 4 as to the suitability of the driver for employment
- Did the assessor complete the report within the time available

