



Level 3 Certificate of Professional Competence for Transport Managers (Road Haulage)

Examination Date – 4th Sept 2026

Chief Examiner's Report

1. Scope

The report below is intended to provide tutors and candidates with guidance on the most recent examination and to support preparation for future examinations. It aims to explain how candidate responses were assessed and where marks were awarded or not awarded within this examination. This report should be read alongside any additional guidance provided on the Skills and Education Group Awards website.

2. Exam Results

In a slight change to the past process, the R1 (multiple-choice paper) will have a fixed pass mark of 42 out of 60 (70%), unless adjustment is required due to extenuating circumstances.

The R2 (Case Study) paper pass mark, as always, will continue to be set as part of the Awarding process completed by examiners and SEG Quality.

R1 paper – multiple choice

The pass mark for this paper was set at 42, with 222 (49.2%) candidates achieving this mark. This result is virtually the same as the June 2026 series.

A total of 433 candidates sat this examination.

R2 paper

The pass mark for this paper was set at 32 with 245 (61.3%) candidates achieving this mark. This is a significant decrease of 21.47% from the June 2026 series.

402 candidates sat this examination.



3. Important Notes

Even though there has been improvement, many of the comments below are a repeat of previous reports. It would be appreciated if all Centres concerned could take the following comments on board and implement them as best as possible.

3.1 Answer writing

As a reminder to candidates and any new examination centre, it clearly states on the front of the answer booklet that candidates **must** write their answers in ink with no exceptions. This is also reiterated by invigilators to candidates at the beginning of the examination. Any answer booklets received with answers written in pencil by the candidate will **NOT** be marked.

Can all centres please continue to check that all candidates only have pens at the exam to eliminate this practice in future.

I am pleased to note that we have not observed any recent instances of this issue. Thank you to all those involved for their efforts in bringing about this improvement.

3.2 Loose sheets of paper

This has improved significantly. However, there remain instances where loose sheets are being used unnecessarily, despite the two spare pages at the end of the answer booklet not having been used. The use of loose sheets should be limited to occasions where they are genuinely necessary.

This helps alleviate the risk of the sheets becoming detached from the relevant answer booklet, which may result in them not being received by the examiner or the answers being missed during marking.

If loose sheets are required due to a candidate using all the spare pages at the back of the answer booklet, please ensure that your candidate puts their name and candidate number at the top of each sheet and the question number the answer or workings are for. Please then firmly attach these sheets to your candidate's answer booklet.

3.3 Question Reading

All candidates should be made aware of the need to follow all instructions provided in the question and any corresponding notes. Marks are frequently lost where these instructions are not followed.



3.4 Question Answering

a) Requested number of answers

All candidates should be made aware that examiners will only mark the number of responses requested within a question. For example, where a question asks candidates to ‘give **5** reasons’, only the first 5 responses will be marked.

However, where a response has been clearly crossed out, it will not be marked by the examiner. If a question is continued or rewritten elsewhere, a clear annotation **MUST** be provided to direct the examiner to the correct location.

Where a response has NOT been crossed out, and there is NO annotation to indicate the location of an alternative response, the examiner will mark what is written against the question and **NOT** the alternate answer.

The above is something that we urge training centres to instil within their candidates to eliminate this issue.

When a question requires a specific number of responses, it is considered best practice to present this as a numbered list (1, 2, 3, 4, etc.). This helps ensure the candidate gives the correct number of answers and allows the examiner to find all the answers given. Where answers are included within a large paragraph, there is a greater risk that relevant points could be missed.

b) Verbs

A significant number of candidates continue to struggle with the differences between describe, outline, state, give, list, actions, etc.

While centres continue to advise candidates on this point, misunderstandings in this area are, at times, costing candidates a significant number of marks and, ultimately, a pass.

There are three ‘levels’ of depth required. The verbs used fall into three categories.

- a) **Give / state / identify**
- b) **Describe / outline / detail**
- c) **Explain / analyse**



The word **action** (to do something) is also used and continues to be misunderstood by some candidates. In-depth guidance is provided below:

a) Give / state / identify

These are the least demanding of the command words. They do not require a full explanation or a very detailed description BUT they do require the candidate to select the right information / knowledge and demonstrate it straightforwardly. These questions might also be phrased, 'What documents...' or 'What items...' and answers may need more than a couple of words to make them item specific.

For example, 'Give FOUR documents that must always be carried on the vehicle outside the UK'.

- x community licence isn't specific enough, because what actually must be carried is
- ✓ a certified copy of the community licence.

For example, 'Give three pieces of information on the driver daily vehicle check sheet'.

- x The date isn't specific enough for a check sheet but the
- ✓ date of vehicle inspection or date of fault rectification is.

For example, 'Give FIVE actions that a driver should carry out on his load'.

- x Restraints is not action; even suitable restraints is not action but
- ✓ check restraints are suitable for the load IS an action!

Caution! Check what comes after the give/state/identify. Don't let verbs like 'give', 'state' or 'identify' hide what the rest of the question asks for. 'Identify' is used to signify that the simplest item of information is required. With the open book format, marks are rarely given for very simple items that can come straight out of a book. Now, when we use 'identify', we are asking the candidate to engage in a thought process and give us the result of that.

For example, 'Identify where the plan does not meet the requirements of the legislation'.

- x The answer to this is not just 1st week but could be
- ✓ The gap between inspection periods (the 1st week of January and the 3rd week of March) is too long.



b) Describe / outline / detail

These verbs ask candidates to do more than just give a simple answer. A broad definition of each of them is, 'characterise, give the main features or various aspects of, summarise'.

We expect candidates to give details or a description.

A few words or a list will not be enough. Candidates should ask themselves 'HOW?' and make sure that those details are covered in their answer

For example, 'Describe TEN defects that would render the tyres illegal'.

- x Cuts is not a description. Neither is Wear. (Think: HOW? would each item render the tyres illegal))
- ✓ 'Cuts in the tyre in excess of 25 mm' or 'Wear deep enough to expose the ply or cord' give a description – they contain detail.

Caution! Beware of using 'ensure' as the verb in responses. Usually 'check', 'prove', 'submit' or 'provide' etc. will outline actions more appropriately.

c) Explain / analyse

These verbs indicate the most challenging kind of question; they ask for depth, reasoning and judgement. A definition of this command is, 'define, offer reasons for or a cause of, justify'. We expect candidates to do more than just describe in their answers. Instead, they must go into thorough detail AND, where relevant, give reasons.

Not all 'Explains' require reasons BUT candidates must still go into detail AND answer the question. They should ask themselves 'WHY?' and make sure the 'BECAUSE' is covered. Candidates should check what they are supposed to be explaining (a reason? process?) and make sure that question is answered.

Answers to this type of question need to be full sentences that provide in-depth detail. If a question asks for a process or steps, then that is what is required for the marks.

For example, 'Explain how NINE additional or higher costs could arise as a result of carrying out international journeys'.

- x Tolls - This does not EXPLAIN or give details of how a higher cost arises
- ✓ Tolls can create higher costs (WHY?) because many motorways in Europe charge tolls, unlike the UK where there is only one toll motorway.



For example, 'For the criteria of financial standing, explain what SEG will need to demonstrate to the Traffic Commissioner'.

- x £8000/£4500 does not EXPLAIN – does not go into detail
- ✓ SEG will need to show that it has (details) £8000 for the first vehicle and £4500 for every other vehicle (WHY?) because it has to demonstrate that there is enough money to keep the vehicles in a fit and serviceable condition.

DON'T FORGET to look at what comes after the verb:

- State which
- Calculate whether or not
- Explain how
- Explain why

This is part of the question. If candidates miss this, they may be answering the wrong question and losing opportunities to gain marks.

d) Actions

This requires the candidate to include a verb in their answer that shows that someone is going to do something, or has done something, or that something has happened, or is going to happen.

The action could be quite short, but actions in a question are normally added to any of the above.

Examples of actions are submit, apply, pay, install, provide, place, send, obtain, etc.

For example, State FIVE actions SEG must take for their Operator Licence application

- x financial evidence. This does not give an action
- ✓ Submit financial evidence



4. Question Answers / Guidelines

Multiple Choice Paper

The number of candidates passing this paper has increased, which is positive. However, more work is still required to improve this further. Let's aim for a 60% pass rate by the end of 2026.

The correct answer for each question scored highly overall. However, a significant number of questions were answered incorrectly, either because candidates did not know the answer or had misunderstood the question. Additional practice may therefore be beneficial.

Of the 60 total questions, 46 were answered correctly by at least 60% of candidates. A further 4 questions were answered correctly by only 13.33% of candidates, with the remaining 10 questions answered poorly.

Question Spotlight (New Section)

This section has been added to help identify one or two questions where candidate performance was lower than expected.

Question 1

Which of the following conditions must be satisfied for an applicant for an operator licence to be granted a 'Schedule 4' exemption from placing a local newspaper advert?

1. *The proposed operating centre must already be specified in an operator licence*
 2. *The applicant must already hold an operator licence in the same Traffic Area as the proposed operating centre*
 3. *All existing conditions and undertakings attached to the proposed operating centre must continue unchanged*
 4. *The applicant must not have had any current or previous operator licence curtailed or revoked*
-
- A. *1 only*
 - B. *1 and 3 only*
 - C. *1, 2 and 3 only*
 - D. *All of the above*

The correct answer to this question was B, with 118 candidates selecting this option. A total of 26 learners answered this question incorrectly, with answer D garnering significantly more selections than the correct answer.

For candidates who selected answer D, this response is incorrect because:

- Condition 2 is incorrect as a new applicant can use Schedule 4; they do not need to hold an existing licence in that Traffic Area.



- Condition 4 is incorrect as having no previous curtailment or revocation is not a specific Schedule 4 requirement, although regulatory history may affect the licence application.

Question 2

A driver working subject to Regulation EC561/2006 has worked for an uninterrupted period of six hours. The driver must now take a break of at least how long?

- A. 15 minutes
- B. 20 minutes
- C. 30 minutes
- D. 45 minutes

The correct answer to this question was A, with 193 candidates selecting this option. A total of 240 candidates answered this question incorrectly, with answer C garnering significantly more selections than the correct answer. All candidates should be familiar with this requirement.

Answer A is correct because the question asked how long a break is required after six hours of uninterrupted work. Although it stated in the question that the driver was working subject to Regulation ECS 561/2006, the question itself related specifically to working time requirements.

This question highlighted the importance of reading the question carefully.

Case Study

As before, all examination answers are published with the allocation of marks and any relevant explanatory notes.

Some training centres do request further clarification or explanation on certain questions, which we are always happy to provide. However, it is hoped that providing the answers for each question will address some, if not all, of your queries.

A substantial amount of quality assurance activity is undertaken to ensure that each examination paper is fair, balanced, and consistent across the series. This review continues through the question authoring, reviewing, scrutineering, Chief Examiner review and internal quality control stages.

An examiner standardisation meeting takes place following the exam, where a sample of marked candidate answers is compared to the mark scheme and, where necessary, refining of the mark scheme is carried out to address any anomalies identified during the initial phase of marking. Any amendments made following this process have been highlighted within this report

We sincerely hope that this extra information will prove helpful to you and your candidates.



Guidance for all questions and answers

The following is to help you better understand the excerpts provided from our mark scheme:-

1. Anything in **bold type** is required to be part of the answer provided or at least wording that is very similar that leads the examiner in the same direction as to that in bold type.
2. On the questions below all the bold text highlights the important parts of the question that the candidate should have took on board when providing their answer.
3. Words included in the suggested answer that are not shown in bold are not mandatory. Their inclusion is optional and intended only as supportive or illustrative detail. The absence of these words does not affect the awarding of marks with a caveat that some wording may be necessary to ensure an outline/explanation answer is properly given.
4. Where the word “OR”, or the symbol “/”, is used between acceptable answers, the inclusion of any one of the listed options is sufficient for the award of the mark. If these options are provided separately within a candidate’s response, they are treated as equivalent and only one mark may be awarded, as the responses are considered to address the same assessment point.
5. Where the mark scheme shows “1 + 1” and maybe more it means that marks were allocated to various parts of the answer such as:-
 - a) in a costing question there could be marks for the workings and the answer with a mark awarded for the workings even if the final answer is incorrect
or
 - b) if the mark scheme shows a table with multiple answers in bold then each one will gain a mark if correct.
6. ‘Marking Notes’ such as “Mark the first 8 answers only” have been included for individual questions where appropriate.

This means that only the first eight responses provided by the candidate would be considered for marking. Any additional responses beyond this limit would be disregarded and therefore not awarded marks.



Question 1

Walvingham Deliveries Ltd (WDL) is to operate a collection from Darlington and delivery to Birmingham on Thursday of next week.

Use the information provided in the case study to complete the table below for the driver schedule for the journey. Your schedule must start when the driver begins work at WDL's Ltd operating centre on Thursday and end when the driver finishes work at Walvingham.

Notes: You MUST show a start time, finish time, a clear activity description and the appropriate tachograph mode (no abbreviations allowed) for each activity. Tachograph symbols are NOT accepted.

(10 marks)

This was a relatively straightforward driving schedule question that provided candidates with a good opportunity to gain marks.

The marks were spread out across the whole range with peaks at 4 and 10 marks. A total of 20 candidates scored 0 marks, while 93 candidates (23.13%) achieved the full 10 marks.

Candidates were required to understand that attendance at a mandatory work-related training course is classed as other work. Some candidates allocated the full 4 hours as other work, despite the scenario indicating that a break was included within the course, while others recorded 3.5 hours for the course alongside a 30-minute break. A number of other variations were also seen.

All the information required to answer this question is located within the case study and relevant training materials.

Some common mistakes were:-

1. Not including the CPC training session inclusive of the break properly.
2. Starting the schedule after the training session.
3. Not taking a break directly after the 4.5 hours of driving to Darlington
4. Miscalculating time periods for driving, etc.
5. Use of tachograph symbols.
6. Putting 'rest' in the activity when it is a 'break'.
7. Writing "other" instead of 'Other work' or 'work'. Reason being = 'other' what?
8. Abbreviating the tachograph mode such as "Dr" for 'Driving' which is NOT acceptable.



A model answer is set out below:-

Marking Notes:-

1. One mark for each line with correct start time, finish time, activity description and tachograph mode.
2. If the schedule becomes illegal, marking stops.
3. Stop marking for not loading
4. Loading in Preston **before** unloading = no marks for either line, but keep marking
5. Unnecessary activities result in no mark for the following line.
6. The time column is not required in the exam but is there to assist the examiners when candidates calculate times incorrectly.
7. If the times are incorrect but the duration is correct, the mark is still awarded, and marking continues.

ANSWER					MARKS
Start	Times	Finish	Activity	Mode	
0720	10 mins	0730	Registration	Other work	1
0730	4 hours	1130	Training OR CPC course	Other work	1
1130	10 mins	1140	Vehicle check	Other work	1
1140	4.5 hours	1610	Drive Darlington	Driving	1
1610	45 mins	1655	Break	Break	1
1655	20 mins	1715	Load	Other work	1
1715	4 hours 15 mins	2130	Drive Birmingham	Driving	1
2130	15 mins	2145	Unload	Other work	1
2145	10 mins	2155	Drive Walvingham OR operating centre	Driving	1
2155	5 mins	2200	Paperwork	Other work	1
TOTAL MARKS					10



Question 2

Walvingham Deliveries Ltd (WDL) is to operate a collection from Darlington and delivery to Birmingham on Thursday of next week.

Use the information provided in the case study to calculate the total cost to WDL of operating the collection and delivery and the total amount to be charged to the customer for the journey.

Notes:

- You MUST name each cost and give a total for each
- You MUST show all your workings to the nearest 1p, always rounded up

(14 marks)

This was a straightforward costing question and was answered fairly well. Marks were spread across the whole range, with peaks at 12 and 14 marks (11.2% for each). A total of 19 candidates scored 0 marks.

Some common mistakes were:-

1. Failing to name each cost.
2. Joining various costs under running costs, working out a rate per km, adding them all together and then multiplying by the travel distance. Depending on the method what was written, this resulted in the loss of two or three marks.
3. Getting the travel distance wrong.
4. Assuming the journey took place over two days rather than one.

A model answer is set out below:-

Marking Notes:-

1. One mark for each bold number, correctly labelled.
2. Additional mark for credible workings for depreciation, fuel costs and tyre costs (this additional mark INCLUDES credible workings correct except for distance).
3. # Award marks for markup and total if correct for the candidate's total costs figure, if shown



ANSWER			MARKS
Distance	130km + 140km + 255km + 10km	535km	1
Depreciation	£85,000 - £25,000 divided by 5 years divided by 240 days	£50	1+1
Standing costs	£14,400 divided by 240 days	£60	1
Driver	Given	£195	1
Tyres	£3600 divided by 40,000km x 535km	£48.15	1+1
Fuel	£1.40 divided by 10km/litre x 535km	£74.90	1+1
Maintenance	£0.19 x 535km	£101.65	1
Tolls	Given	£22.00	1
Total		£551.70	1
Markup		£82.76 #	1
Charge		£634.46 #	1
TOTAL MARKS			14

Question 3

Walvingham Deliveries Ltd (WDL) has been offered a three-year contract by Yukon Distribution plc, as described in the case study. The company's plans will require it to take actions regarding operator licensing.

With regard to operator licensing, describe **TEN** actions that WDL will have to take as soon as possible.

Notes:

- Marks will be awarded for correct actions and details related to those actions
- Only the first **TEN** actions or details will be marked

(10 marks)



This was a straightforward question designed to test a candidate's knowledge of operator licensing. In essence, it simply required candidates to understand that the existing Operator Licence needed to be upgraded to a Standard International licence, alongside the addition of a new operating centre and an increase in the number of vehicles.

All the information required to answer this question is located within the case study and relevant training materials, with 19 available answers to get 10 marks from.

A total of 30 candidates failed to gain any marks on this question. The marks were spread out across the whole range, with peaks at 4 (55 candidates), 6 (54 candidates) and 7 (63 candidates) marks. Only 4 candidates achieved full marks on this question.

Some common mistakes were:-

1. Not understanding the requirements of the question.
2. Not using an appropriate action verb, or writing the answer as a description.
3. Providing a list of items without linking them to an action. Whilst many of the items identified were correct, marks could not be awarded where no action was stated.
4. Stating only 'Send permission letter', or just 'send letter' (for what?), instead of 'send a letter from the landlord giving permission to park'.
5. Failing to state that the external transport manager must hold an International CPC.
6. Failing to identify the specific document required as evidence of financial standing.

Set out below is the model answer.

Marking Notes:- (if required)

1. Mark first 10 responses only.
2. Answers must describe actions.
3. Financial evidence must state a document.



ACTION	DETAIL	MARKS
Apply / Request / Submit	application to Traffic Commissioner for West Midlands Traffic Area OR VOL to upgrade to an International operator licence	10
Apply / Request / Submit	application to Traffic Commissioner for West Midlands Traffic Area OR VOL to add Bircham Heath OR Yukon (YDP) premises as an operating centre	
Apply / Request / Submit	application to Traffic Commissioner for West Midlands Traffic Area OR VOL to add authorisation for one additional vehicle	
Submit / send / upload	financial evidence by submitting certified accounts OR Bank statements OR Building society statements OR overdraft facility	
Place / publish / insert	advert in local newspaper	
Submit / send / upload	whole page with advert	
Appoint / Employ / Recruit / Engage	a transport manager with international TM CPC	
Submit / send / upload / notify	evidence of transport manager OR TM1 OR Name	
Submit / send / upload	CPC for Road Haulage OR Transport Manager	
Submit / send / upload	transport manager contract	
Disclose / inform / state / provide / divulge	any convictions of external OR new transport manager	
Enter into / engage in / set up / take out / sign for / arrange / secure / establish	a maintenance contract	
Add / submit / provide / state / divulge	maintenance provider OR contractor details OR contract	
Submit / send / upload	sample safety inspection sheet if requested	
Submit / send / upload	plan OR sketch OR map plan of Bircham Heath OR Yukon (YDP) premises	
Submit / send / upload	letter from landlord OR Yukon (YDP) giving permission to park	
Pay / make payment	for application fee	
Place / Install / Put / insert	green vehicle disc in vehicle	
Apply for / obtain / request	a UK Licence for the community	



TOTAL MARKS	10
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Question 4

Walvingham Deliveries Ltd drivers are to attend a periodic training course on the subject of the Working Time Regulations.

Outline **TEN** provisions of the Road Transport (Working Time) Regulations 2005 that relate to breaks or to maximum working times.

(10 marks)

This was a straightforward question designed to test a candidate's knowledge of working time regulations.

This question offered candidates the opportunity to achieve a high score, as all information required was readily available within the training materials. The information assessed in this question is essential knowledge that Transport Managers would be expected to possess.

There were 18 possible answers available, from which candidates could choose 10.

A total of 61 candidates failed to gain any marks on this question. The majority scored between 7 and 9 marks, with the peak mark being 8 out of 10 (16.9%). Only 18 candidates (4.47%) achieved the full 10 marks.

Some common mistakes were:-

1. Not understanding the question
2. Stating EC 561/2006 Driver's Hours Regulations answers
3. Candidates not writing their answers as an outline
4. Using a mixture of answers from working time and driver's hours regulations

Set out below is the model answer.

Marking Notes:-

1. Mark only the first 10 answers
2. One mark for each credible outline or words very similar to those in bold



ANSWER	MARKS
Weekly working time must not exceed an average of 48 hours per week	10
Average working time / reference period is normally calculated over 17 weeks	
Reference period (or as above) can be 26 weeks if a collective OR workforce agreement is in place	
Average working time is normally calculated from 1st Dec, 1st April and 1st Aug OR to 1st April, 1st Aug, 1st Dec	
Working time must not exceed 60 hours in a single week	
Drivers must not work more than 6 hours without taking a break	
If working hours total between 6 and 9 hours , working time should be interrupted by a break or breaks totalling at least 30 minutes	
If working hours total exceeds 9 hours , working time should be interrupted by a break or breaks totalling at least 45 minutes	
Breaks must be at least 15 minutes	
Holiday days count for 8 hours OR 48 hours per week	
Sickness days count for 8 hours OR 48 hours per week	
Maternity/Paternity/Parental leave days count for 8 hours OR 48 hours per week	
Breaks may not be taken at the beginning and end of shift	
Working time includes driving and other work (accept credible specific activities that include driving)	
POA does not count as work	
Night work is any work between midnight and 0400hrs	
Night workers limited to 10 hours work in 24-hour period	
Night workers can opt out of limit by workforce agreement	
TOTAL MARKS	10



Question 5

Walvingham Deliveries Ltd (WDL) has been offered a three-year contract by Yukon Distribution plc, as described in the case study.

Outline **THREE** actions related to the CMR Agreement that WDL should take before the first vehicle departs from Bircham Heath, heading to Belgium and for each action, outline WHY it should be taken.

(8 marks)

This question was designed to test a candidate's knowledge of CMR practices. Quite a few candidates correctly identified the required actions but failed to justify their answers.

All the data required to answer this question is located within the case study and relevant training materials.

A total of 87 candidates failed to gain any marks on this question. The majority scored between 1 and 4 marks, with the peak mark being 2 out of 8 (83 candidates). 42 candidates (10.44%) scored the full 10 marks.

Some common mistakes were:-

1. Not understanding the question.
2. Not writing the answer as an outline.

Set out below is a model answer.

Marking Notes:-

1. Answers must outline actions, and reasons must match the action.



ANSWER	MARKS
Obtain / Gain / Get / Acquire CMR consignment notes	1
Because they must be carried on journeys	1
Complete / fill out / write CMR consignment notes	1
Because they must be carried on journeys	1
Obtain / Gain / Get / Acquire / buy CMR insurance policy OR sufficient OR higher goods in transit policy	1
Because liabilities under CMR are higher than in UK OR under RHA t&c	1
Check / inspect / examine / verify the load	1
Because any reservations must be entered on the CMR consignment note OR because WDL might become liable for any loss or damage	1
Train / instruct / teach / inform WDL drivers in CMR procedures	1
Because CMR operations are new to the company	1
Complete / undertake / carry out / document risk assessment OR risk management procedures	1
Because WDL might become liable for any loss OR damage OR injuries OR incidents	1
TOTAL MARKS	8



Question 6

Walvingham Deliveries Ltd (WDL) currently maintains its vehicles in-house. The company intends to acquire a new vehicle for the proposed Yukon Distribution plc contract, to be maintained by the vehicle leasing company.

Part A

Identify **FOUR** safety inspection facilities that the DVSA Guide to Maintaining Roadworthiness states should be available to enable vehicle safety inspections to be carried out.

(4 marks)

Part B

Give **FOUR** documents that WDL and/or the leasing company that will maintain the proposed vehicle for the Yukon Distribution plc contract would be expected to have in place regarding vehicle maintenance, as recommended by the DVSA Guide to Maintaining Roadworthiness.

(4 marks)

(Total marks = 8)

This question was designed to test a candidate's knowledge of safety inspection and records as outlined in the Guide to Maintaining Roadworthiness.

This was a simple maintenance question that offered candidates the opportunity to achieve a high score, as all information required was readily available within the training materials and the Guide to Maintaining Roadworthiness.

There were 13 available answers for Part A and 11 available answers for Part B, with only four answers required in each part.

Most candidates were able to answer Part A correctly; however, many struggled with Part B. A significant number of candidates did not attempt Part B at all.

The majority scored between 4 and 8 marks, with the peak mark being 7 (23.4%) out of 8. A total of 86 candidates (21.4%) achieved the full 8 marks.

Set out below is a model answer.

Marking Notes:-

1. Mark the first 4 answers in Part A and Part B
2. The words in bold (or very similar) were required for this question.



3. Tools & equipment – only one mark for any or all tools listed
4. Safe working environment – firm/level/ flat ground is acceptable under this heading; however, ‘suitable working environment’ is too vague unless justified.

ANSWERS – PART A	MARKS
safe working environment	4
undercover accommodation for the largest vehicle in the fleet	
tools and equipment appropriate to the size and nature of the fleet	
adequate under-vehicle inspection facility OR ramp OR pits	
adequate lighting OR low level lighting	
access to brake test equipment OR roller brake tester OR decelerometer	
access to headlamp test equipment	
brake temperature sensing device	
tread depth gauge	
tyre pressure gauge	
access to on-board diagnostic equipment	
access to emissions testing equipment	
access to steam OR pressure under-vehicle washing facilities	

ANSWER – PART B	MARKS
Inspection manual	4
Safety inspection sheets OR records OR reports	
Risk assessments	
Repair work records	
Driver defect reports	
Maintenance planner	
Ownership records	
MOT certificates	
Roller brake test reports	
EBPMS reports	
Maintenance Contract OR Leasing Contract	



TOTAL MARKS	8
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