



Course Information

PCV Driver CPC Module 4

Trainee Name:

This booklet is to be retained by the Trainee
and presented to the instructor on each training session.



K J A Driver Training, 8 Lonsdale Place, East Ayton, Scarborough, YO13 9HS
t: 07826 188 708 | w: www.kjadrivertraining.co.uk | e: gmdfox@hotmail.com

Sample Questions

Driver CPC

Module 4

Ability to load the vehicle with due regard for safety rules and proper vehicle use.

Security of your vehicle and contents.

Ability to prevent criminality and trafficking in illegal immigrants.

Ability to assess emergency situations.

Ability to prevent physical risk.

Loading the vehicle

- Q01** a) Where would you find the unladen weight of this vehicle?
 b) How much extra weight would there be if 15 passengers boarded?
 c) And if they were carrying a case each?
 d) How much weight would 100 litres of fuel add?

- Should be displayed on the nearside of the vehicle
- 15 passengers = 1000Kg / 1 Tonne
- 15 cases = 330kg / 0.33 tonnes
- 100 litres fuel = 100Kg / 0.1 tonne

Security of the vehicle and contents

- Q03** Show me how you'd check all the passenger seats on the vehicle for comfort and safety.

- Seat should be looked over very thoroughly, including a check on the anchor points to the floor
- If a cushion is separately fitted, must be checked to make sure it won't detach from the seat when the vehicle brakes
- Make sure nothing sharp can snag skin or clothes, such as loose trim
- Trim should be clean

Preventing criminality and trafficking illegal immigrants

- Q04** You've parked at a border crossing and you and your passengers have left the vehicle unattended. Show me what security checks you'd make before driving through customs.

- Check all lockers and compartments
- Check under all seating areas
- Check fuel cap hasn't been tampered with
- Check the passenger list to make sure you've got the correct numbers of legitimate passengers

Ability to assess emergency situations

- Q06** You're driving on a motorway and flames appear from the engine compartment. Show me:

- a) how you'd deal with this small electrical wiring fire
 b) which is the appropriate fire extinguisher to use on this fire

- Stop as quickly and safely as possible on the hard shoulder
- Identifies correct extinguisher to use on electrical system fire (CO2 / Powder) (Refer to photograph)
- Knows to contact emergency services
- Isolate the vehicle (disconnect electric supply)

Ability to prevent physical risk

- Q05** Show me and explain the daily safety checks you'd make to this vehicle before driving on the road.

- | | | |
|--|--|--|
| <input type="checkbox"/> Brakes | <input type="checkbox"/> Horn | <input type="checkbox"/> Exhaust system(s) |
| <input type="checkbox"/> Lights/Reflectors | <input type="checkbox"/> Mirrors | <input type="checkbox"/> Instrument panel warning lights |
| <input type="checkbox"/> Tyres / Wheel fixings | <input type="checkbox"/> Height marker | |
| <input type="checkbox"/> Wipers / Washers | <input type="checkbox"/> Air leaks | |

Loading the vehicle

Q07

A wheelchair user wants to board your vehicle. Show me or explain:

- a) the different access points on the vehicle which a wheelchair user might use
- b) the docking area for wheelchairs on this vehicle
- c) which way the wheelchair should face
- d) What would you do if the wheelchair docking area is occupied by another passenger

Shows different access points for a wheelchair user (Refer to photograph 7A)

Candidate to point out where in the vehicle a wheelchair must be parked (Refer to photograph 7B)

Which way the chair must face chair facing towards the rear (Refer to photograph 7A)

Ask the passenger to move to another seat if possible / refer to company policy

Security of vehicle and contents

Q10

Show me how you'd check the vehicle interior for passenger comfort and safety.

Check overhead luggage rack, grab rails to make sure they're fitted securely

Check trim is secure and not loose, check for any sharp objects

Check floor is in good condition and clean

Check for anything that could cause slips/trips or could cause soil/damage to clothing

Preventing criminality and trafficking in illegal immigrants

Q17

You and your passengers had a comfort break just before boarding a cross channel ferry. Show me what checks you'd make to this vehicle before driving through customs.

Check external compartments

Check under and on top (visual if possible) of the vehicle

Check under all seating areas

Check the passenger list to make sure you've got the correct numbers of legitimate passengers

Ability to assess emergency situations

Q09

You suspect a brake fault on this vehicle. Show me:

- a) what checks you can carry out to make sure the compressor is working properly
- b) any checks you could make to identify air leaks

Emptying the air tanks by pumping the footbrake

Restarting the engine and making sure the compressor recharges the system

Stop the engine, apply footbrake and listen for leaks

Physical check of the air system to make sure air lines are serviceable

Ability to prevent physical risk

Q05

Show me and explain the daily safety checks you'd make to this vehicle before driving on the road.

Brakes

Horn

Exhaust system(s)

Lights/Reflectors

Mirrors

Instrument panel warning lights

Tyres / Wheel fixings

Height marker

Wipers / Washers

Air leaks

Loading the vehicle

Q02

- a) Where would you find the unladen weight of this vehicle?
- b) How much extra weight would there be if 45 passengers boarded?
- c) And if they were carrying a case each?
- d) How much weight would 250 litres of fuel add?

- Should be displayed on the nearside of the vehicle
- 45 passengers = 3000kg / 3 tonnes
- 45 cases = 1000kg / 1 tonne
- 250 litres fuel = 250kg / 0.25 tonne

Security of vehicle and contents

Q10

Show me how you'd check the vehicle interior for passenger comfort and safety.

- Check overhead luggage rack, grab rails to make sure they're fitted securely
- Check trim is secure and not loose, check for any sharp objects
- Check floor is in good condition and clean
- Check for anything that could cause slips/trips or could cause soil/damage to clothing

Preventing criminality and trafficking in illegal immigrants

Q18

You and your passengers have returned to your vehicle after a rest break. You suspect that your vehicle may have been tampered with. What checks would you make before driving through customs?

- Check external and internal compartments
- Check under and on top (visual if possible) of the vehicle
- Check under all seating areas
- Check the passenger list to make sure you've got the correct numbers of legitimate passengers

Ability to assess emergency situations

Q11

Walk around the vehicle and:

- a) explain what projections and overhangs there are
- b) describe what allowances you'd have to make for these projections and overhangs when you're driving the vehicle

- Identify overhangs and projections
- Overhangs can sweep over kerbs when turning, colliding with street furniture, pedestrians other vehicles and your vehicle
- Mirror projections can come into contact with street furniture, pedestrian and other vehicles
- Good all round observation is required, as well as extensive use of mirrors, to check for any rear end sweep

Ability to prevent physical risk

Q05

Show me and explain the daily safety checks you'd make to this vehicle before driving on the road.

- | | | |
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| <input type="checkbox"/> Lights/Reflectors | <input type="checkbox"/> Mirrors | <input type="checkbox"/> Instrument panel warning lights |
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Loading the vehicle

Q07

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- a) the different access points on the vehicle which a wheelchair user might use
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- c) which way the wheelchair should face
- d) What would you do if the wheelchair docking area is occupied by another passenger

Shows different access points for a wheelchair user (Refer to photograph 7A)

Candidate to point out where in the vehicle a wheelchair must be parked (Refer to photograph 7B)

Which way the chair must face chair facing towards the rear (Refer to photograph 7A)

Ask the passenger to move to another seat if possible / refer to company policy

Security of vehicle and contents

Q12

You're driving a different vehicle for the first time. Show me all the practical and visual safety checks you'd make to familiarise yourself with this new vehicle.

Is aware of vehicle height (sign check)

Cockpit drill to include: doors closed and operating correctly, seat secure and correctly adjusted, steering correctly adjusted, seatbelt working, mirrors clean and correctly adjusted. DSSSM

Finds safety equipment, first aid kit, fire extinguisher, emergency door, hammer (If appropriate)

Enough fuel for the journey, Ad Blue (If appropriate)

Preventing criminality and trafficking in illegal immigrants

Q17

You and your passengers had a comfort break just before boarding a cross channel ferry. Show me what checks you'd make to this vehicle before driving through customs.

Check external compartments

Check under and on top (visual if possible) of the vehicle

Check under all seating areas

Check the passenger list to make sure you've got the correct numbers of legitimate passengers

Ability to assess emergency situations

Q13

You're driving along a busy main road and are alerted to a small fire which is centred around the fuel system. Show me:

- a) how you'd deal with this situation
- b) which extinguisher you would NOT use on a fuel fire

Stop as quickly and safely as possible.

Identifies appropriate extinguisher(s)

Get all passengers off the vehicle and contact the emergency services

Isolate the vehicle disconnect electric supply and isolate fuel cut off switch

Ability to prevent physical risk

Q05

Show me and explain the daily safety checks you'd make to this vehicle before driving on the road.

Brakes

Horn

Exhaust system(s)

Lights/Reflectors

Mirrors

Instrument panel warning lights

Tyres / Wheel fixings

Height marker

Wipers / Washers

Air leaks

Loading the vehicle

Q07

A wheelchair user wants to board your vehicle. Show me or explain:

- a) the different access points on the vehicle which a wheelchair user might use
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- c) which way the wheelchair should face
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Shows different access points for a wheelchair user (Refer to photograph 7A)

Candidate to point out where in the vehicle a wheelchair must be parked (Refer to photograph 7B)

Which way the chair must face chair facing towards the rear (Refer to photograph 7A)

Ask the passenger to move to another seat if possible / refer to company policy

Security of the vehicle and contents

Q03

Show me how you'd check all the passenger seats on the vehicle for comfort and safety.

Seat should be looked over very thoroughly, including a check on the anchor points to the floor

If a cushion is separately fitted, must be checked to make sure it won't detach from the seat when the vehicle brakes

Make sure nothing sharp can snag skin or clothes, such as loose trim

Trim should be clean

Preventing criminality and trafficking in illegal immigrants

Q17

You and your passengers had a comfort break just before boarding a cross channel ferry. Show me what checks you'd make to this vehicle before driving through customs.

Check external compartments

Check under and on top (visual if possible) of the vehicle

Check under all seating areas

Check the passenger list to make sure you've got the correct numbers of legitimate passengers

Ability to assess emergency situations

Q14

What safety checks do you need to make before moving away from a bus stop, after an elderly infirm passenger or wheelchair user boards your vehicle?

Make sure the 'kneeling' facility /wheel chair ramp is safely secured

All doors closed before moving away

All passengers have reached a secure and safe position

Check nearside mirror for any late passengers before moving away

Ability to prevent physical risk

Q05

Show me and explain the daily safety checks you'd make to this vehicle before driving on the road.

Brakes

Horn

Exhaust system(s)

Lights/Reflectors

Mirrors

Instrument panel warning lights

Tyres / Wheel fixings

Height marker

Wipers / Washers

Air leaks

Loading the vehicle

- Q02** a) Where would you find the unladen weight of this vehicle?
b) How much extra weight would there be if 45 passengers boarded?
c) And if they were carrying a case each?
d) How much weight would 250 litres of fuel add?

- Should be displayed on the nearside of the vehicle
- 45 passengers = 3000kg / 3 tonnes
- 45 cases = 1000kg / 1 tonne
- 250 litres fuel = 250kg / 0.25 tonne

Security of vehicle and contents

- Q16** a) Show me how you'd check all seat belts for their condition.
b) What are the legal requirements for their use?
c) What's your responsibility in this matter?

- Securely fitted at anchor points, and tug to check
- Belt is clean and in good condition
- Signs must be in place to tell passengers that seat belts must be worn if fitted
- Driver must make sure all passengers understand signs and legal requirements

Preventing criminality and trafficking in illegal immigrants

- Q18** You and your passengers have returned to your vehicle after a rest break. You suspect that your vehicle may have been tampered with. What checks would you make before driving through customs?

- Check external and internal compartments
- Check under and on top (visual if possible) of the vehicle
- Check under all seating areas
- Check the passenger list to make sure you've got the correct numbers of legitimate passengers

Ability to assess emergency situations

- Q09** You suspect a brake fault on this vehicle. Show me:
a) what checks you can carry out to make sure the compressor is working properly
b) any checks you could make to identify air leaks

- Emptying the air tanks by pumping the footbrake
- Restarting the engine and making sure the compressor recharges the system
- Stop the engine, apply footbrake and listen for leaks
- Physical check of the air system to make sure air lines are serviceable

Ability to prevent physical risk

- Q05** Show me and explain the daily safety checks you'd make to this vehicle before driving on the road.

- | | | |
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| <input type="checkbox"/> Lights/Reflectors | <input type="checkbox"/> Mirrors | <input type="checkbox"/> Instrument panel warning lights |
| <input type="checkbox"/> Tyres / Wheel fixings | <input type="checkbox"/> Height marker | |
| <input type="checkbox"/> Wipers / Washers | <input type="checkbox"/> Air leaks | |

Loading the vehicle

- Q02** a) Where would you find the unladen weight of this vehicle?
b) How much extra weight would there be if 45 passengers boarded?
c) And if they were carrying a case each?
d) How much weight would 250 litres of fuel add?

- Should be displayed on the nearside of the vehicle
- 45 passengers = 3000kg / 3 tonnes
- 45 cases = 1000kg / 1 tonne
- 250 litres fuel = 250kg / 0.25 tonne

Security of vehicle and contents

- Q10** Show me how you'd check the vehicle interior for passenger comfort and safety.

- Check overhead luggage rack, grab rails to make sure they're fitted securely
- Check trim is secure and not loose, check for any sharp objects
- Check floor is in good condition and clean
- Check for anything that could cause slips/trips or could cause soil/damage to clothing

Preventing criminality and trafficking illegal immigrants

- Q04** You've parked at a border crossing and you and your passengers have left the vehicle unattended. Show me what security checks you'd make before driving through customs.

- Check all lockers and compartments
- Check under all seating areas
- Check fuel cap hasn't been tampered with
- Check the passenger list to make sure you've got the correct numbers of legitimate passengers

Ability to assess emergency situations

- Q08** You're driving a loaded vehicle on a motorway and flames appear from around one of your tyres. Tell me:
a) how you'd deal with this small fire?
b) which of these extinguishers would be the best to use on the fire?

- Stop as quickly and safely as possible
- Get all passengers off the vehicle and contact the emergency services
- Identifies how to isolate the electric supply and fuel cut off switch
- Identifies water or foam extinguisher(s) (refer to picture)

Ability to prevent physical risk

- Q05** Show me and explain the daily safety checks you'd make to this vehicle before driving on the road.

- | | | |
|--|--|--|
| <input type="checkbox"/> Brakes | <input type="checkbox"/> Horn | <input type="checkbox"/> Exhaust system(s) |
| <input type="checkbox"/> Lights/Reflectors | <input type="checkbox"/> Mirrors | <input type="checkbox"/> Instrument panel warning lights |
| <input type="checkbox"/> Tyres / Wheel fixings | <input type="checkbox"/> Height marker | |
| <input type="checkbox"/> Wipers / Washers | <input type="checkbox"/> Air leaks | |

Loading the vehicle

- Q01** a) Where would you find the unladen weight of this vehicle?
 b) How much extra weight would there be if 15 passengers boarded?
 c) And if they were carrying a case each?
 d) How much weight would 100 litres of fuel add?

- Should be displayed on the nearside of the vehicle
- 15 passengers = 1000Kg / 1 Tonne
- 15 cases = 330kg / 0.33 tonnes
- 100 litres fuel = 100Kg / 0.1 tonne

Security of vehicle and contents

- Q12** You're driving a different vehicle for the first time. Show me all the practical and visual safety checks you'd make to familiarise yourself with this new vehicle.

- Is aware of vehicle height (sign check)
- Cockpit drill to include: doors closed and operating correctly, seat secure and correctly adjusted, steering correctly adjusted, seatbelt working, mirrors clean and correctly adjusted. DSSSM
- Finds safety equipment, first aid kit, fire extinguisher, emergency door, hammer (If appropriate)
- Enough fuel for the journey, Ad Blue (If appropriate)

Preventing criminality and trafficking in illegal immigrants

- Q18** You and your passengers have returned to your vehicle after a rest break. You suspect that your vehicle may have been tampered with. What checks would you make before driving through customs?

- Check external and internal compartments
- Check under and on top (visual if possible) of the vehicle
- Check under all seating areas
- Check the passenger list to make sure you've got the correct numbers of legitimate passengers

Ability to assess emergency situations

- Q15** Your stationary vehicle is full of passengers. The engine's running and you're in the driving seat. You've just been involved in a road traffic incident. What would you do?

- Switch off engine
- Warn other traffic by using hazard warning lights, beacons, cones or advance warning triangle
- Check passengers for injury
- Contact emergency services

Ability to prevent physical risk

- Q05** Show me and explain the daily safety checks you'd make to this vehicle before driving on the road.

- | | | |
|--|--|--|
| <input type="checkbox"/> Brakes | <input type="checkbox"/> Horn | <input type="checkbox"/> Exhaust system(s) |
| <input type="checkbox"/> Lights/Reflectors | <input type="checkbox"/> Mirrors | <input type="checkbox"/> Instrument panel warning lights |
| <input type="checkbox"/> Tyres / Wheel fixings | <input type="checkbox"/> Height marker | |
| <input type="checkbox"/> Wipers / Washers | <input type="checkbox"/> Air leaks | |

Red for Water



Blue for Dry Powder



Cream for Foam



Black for CO2



Additional Questions

Questions covered by procedures already in place will continue to be asked as at present. These will be in addition to the combination used on test.

Are you satisfied that your cab locking mechanism is secure?

Show me where the emergency exits are and how you would check that they are operating correctly.