



INCREASING OF VOCATIONAL COMPETENCES OF COMMERCIAL VEHICLE DRIVERS PROJECT

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2019-1-TR01-KA202-074813

OUTPUT 2 –COMMERCIAL VEHICLE DRIVERS PROFESSIONAL COMPETENCES AND TRAINING ROUTE MAP (DRAFT)

INTRODUCTION

Within the scope of the 2nd Intellectual Output of the project, a professional competence and training roadmap for drivers engaged in passenger transportation was created by examining the current legislation of the partner countries and the relevant legal regulations of the EU. During the preparation phase, qualifications, training curricula and programs in partner countries were also examined in detail. We have also benefited from the data in the “Profile of the Employed Drivers in the Road Transport Sector and Education Expectation Analysis Joint Report”, which is the 1st Intellectual Output of our project.

During the study, it was determined that there are some differences from country to country in terms of driver competencies. The aim of the project is to create a vocational qualification and training roadmap in which basic competences accepted at EU level are defined. The vocational qualifications and training roadmap of commercial vehicle drivers engaged in passenger transport, created within the scope of the project, shows the basic competencies that are valid for all partner countries. Countries will be able to fulfil and support these qualifications within the framework of their national / local legislation.

Based on these vocational qualifications and training roadmap, VOC of DRIVERS Project partners decided to develop interactive e-materials covering all topics. Again, the materials with basic information are sample documents and contain innovative features.





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Output 2 –Commercial vehicle drivers professional competences and training route map

Areas	Modules	Topics / Units of learning	Learning Outcomes	Knowledge	Skills	Competences
1- Eco Driving, Vehicle Technology	VT 1 Background and Characteristics of the Vehicle and Equipment	VT 1.1 Vehicle parameters and equipment	VT 1.1.1 The driver is able to illustrate fundamentals of vehicle techniques and is able to analyse the normal vehicle parameters and conditions of the different components of the vehicle he/she is driving.	Define the "normal" vehicle parameters and wear limitations.	Report on different vehicle parameters and explain wear limitations if any.	Perform a thorough check of the vehicle before transportation.
				List the measuring instruments and their use in the vehicle.	Interpret the signals given by the measuring instruments available in the vehicle.	Deal with the signals of the different measuring instruments on board.
		VT 1.2 Basic vehicle techniques	VT 1.2.1 The driver is able to assess possible technical problems of a vehicle.	Describe the basics on pneumatics and hydraulics, electrics and electronics in the vehicle, operation of used vehicles, vehicle parts and accessories, structure and operation of motor vehicle engines and chassis, bodywork, steering systems, braking systems and other safety equipment.	Check the basic vehicle techniques before driving.	Recognize the most common technical problems in a vehicle.



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	VT2 Maintenance and Check of the Technical Conditions of the Vehicle	VT 2.1 Maintenance and familiarization with the vehicle equipment	VT 2.1.1 The driver is able to perform maintenance tasks considering the health and safety measures on the job and/or is able to provide information to the service centre about the maintenance needed on the vehicle.	Recall routine maintenance tasks (as described in the users handbook).	Decide if he/she can carry out the maintenance task or provide information to the service centre about the maintenance needed on the vehicle.	Implement routine maintenance activities (such as described in users handbooks) or require the service centres' intervention.
				Define safety and environmental protection requirements.	Apply safety and environmental protection rules.	Perform maintenance tasks according to safety and environmental protection rules.
				Identify spare parts to be used for maintenance and know the work steps.	Choose the spare parts needed for maintenance of the vehicle.	Use the correct spare parts for maintenance.
	EC 1. Eco-driving and Route Calculation	EC1.1 Vehicle Technology (for safety, ECO-Drive, etc.)	EC 1.1.1 The driver is able to operate all necessary ICT technology on board such as GPS, toll devices, tachographs, sensors, considering relevant legal regulations.	Identify legal regulations and risks referred to the use and application of GPS, toll devices, tachographs and other ICT devices on the vehicle.	Apply the correct rules and regulations when using ICT devices on the vehicle.	Comply with the national and international rules of safety for the use of ICT devices in vehicles.
				Define the ICT devices available on board and their usefulness on the job.	Use common ICT devices (gps, toll device, on-board computer, etc.) properly.	Carry out work tasks with the support of ICT devices.



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				Identify possible errors of the ICT devices and how to handle them.	Handle any errors related to on board ICT devices.	Manage any error related to ICT devices of the vehicle.
2- Taxi, Mini-bus and Bus Regulations (operating the service)	RE1. Service Regulations	RE1.National and local regulations concerning criteria for operating services and vtc services special: Obligation to operate, obligation to operate according to valid tariff. Obligation to transport the customer	RE1.1- The driver is able to apply national and local regulations and rules regarding taxi, minibus and bus transportation while providing service to the passenger.	Explains the legislation and rules to be followed regarding taxi, minibus and bus transportation.	Carries the passenger in accordance with the legislation and rules regarding taxi, minibus and bus transportation.	Provides the transportation of the passenger in accordance with the national and local regulations and rules regarding taxi, minibus and bus transportation.
3- OHS and Road Safety	HS1. Health and Safety	HS1.1. Occupational Health and Safety Instructions	HS1.1.1. The driver is able to apply occupational health and safety instructions in working life.	- Explains the legislation, procedures and instructions on occupational health and safety.	Acts in accordance with the rules regarding occupational health and safety in working life.	Applies the instructions related to occupational health and safety in working life.



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	<p>HS2. Safe Driving Techniques</p>	<p>HS2.1. In-Vehicle Security Systems, Steering and Turning, Correct Sitting Position on the Sofa, Cargo Transport and Hazards in the Vehicle (Cabin Discipline), Active and Passive Safety Equipment, Tires, Tire Air, Tire Changing and Driving Safety, 2 Rule Factors in Driving (Accurate Analysis, Slowed Ride), Electronic Systems that Prevent Loss of Control in Vehicles, Following distance, Stopping Distances, Using the Mirror, Curves (Weight Transfer), Drive Welded Slip Movements, Different Character Road Surfaces (Dry, wet, very slippery)</p>	<p>HS2.1.1. Driver; apply the rules and processes for safely transporting the passenger from the point of arrival to the destination.</p>	<p>Describes the rules and processes for safely transporting the passenger from the point of arrival to the destination.</p>	<p>Carries out the controls (safety belt, headrest, airbag, tires, emergency equipment, etc.) of the equipment and tools on the vehicle to be used to safely deliver the passenger from the point of arrival to the destination.</p>	<p>Fulfils the duties related to safely transporting the passenger from the point of arrival to the destination.</p>
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	<p>HS3. Behaviour in Case of Accident or Breakdown</p>	<p>HS3.1. Protocols of behaviour in case of accidents or breakdown First aid, Basic First Aid Concepts, Patient Injured and Crime Scene Evaluation, Basic First Aid Applications, Technique of carrying the injured</p>	<p>HS3.1.1 The driver is able perform the procedure to be followed in case of accident or breakdown.</p>	<ul style="list-style-type: none"> - Describes emergency (vehicle breakdown and accident) response procedures. - Explains the use of protection and emergency response equipment. - Explains the first aid procedure to be followed in case of an accident. 	<p>Checks the good condition and position of protection and emergency (vehicle breakdown and accident) response tools in the vehicles (fire extinguisher, first aid bag, marking reflector etc.)</p> <ul style="list-style-type: none"> - Carries out emergency (vehicle breakdown and accident) response procedures. - Provides first aid by using first aid tools / equipment in accordance with its rules, in case of accident. 	<p>Performs emergency (vehicle breakdown and accident) response procedures.</p> <p>Provides first aid by using first aid tools / equipment in accordance with its rules, in case of accident.</p>



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4- Passenger Transportation - Basic Notions	PT1. Passenger Transportation	PT1.1. Provision of passenger transport and baggage handling, hand luggage, maximum luggage volume, luggage placement	PT1.1.1- The driver applies general rules on passenger transport and baggage handling during service delivery.	Explains the general rules about passenger transport and baggage handling.	Plans the transportation of the passenger and baggage in accordance with the rules.	Ensures the passenger's transportation in accordance with the general transportation and baggage handling rules.
		PT1.2. Instrumentation and other prescriptions , including the signage: Vehicle Tracking Systems and Benefits, Communication Technologies Used In Driving (GPRS, WAP, GPS, GSM, MMS, VPN And UMTS), Taking advantage of communication technologies in accordance with the rules, Reading a Map	PT1.2.1- The driver explains the equipment and tools in the vehicle (signage, vehicle tracking systems, communication systems used while driving, mobile phone, navigation device etc.) and their usage.	Recalls information about the equipment and tools (signage, vehicle tracking systems, communication systems used while driving, mobile phone, navigation device etc.) and their usage in the vehicle.	Uses the equipment and tools in the vehicle (signage, vehicle tracking systems, communication systems used while driving, mobile phone, navigation device etc.) as specified in the manual.	Manages the transportation process by using appropriate equipment and tools (signage, vehicle tracking systems, communication systems used while driving, mobile phone, navigation device etc.) during the journey.
			PT1.2.2- The driver plans the shortest and most suitable route showing the address of the passenger using the map.	Explains the concepts of map reading.	Selects the shortest and most suitable route showing the address of the passenger on the map.	Ensures that the passenger reaches the desired destination on the shortest and appropriate route determined on the map.



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5- Economic Environment and Transport Organization	EET1. Type of Service	EET1.1-Types of companies, authorizations, TAXI - autonomous company, Rental car with driver	EET1.1.1- The driver is able to explain the types of services related to passenger transportation (taxiing independently or affiliated to a company, car rental, authorization, etc.) and the way the service operates.	Describes the types of services related to passenger transport (taxiing independently or affiliated to a company, car rental, authorization, etc.) and the way the service operates.	Categorizes the types of services related to passenger transportation (independent or affiliated taxi, car rental, authorization, etc.).	Performs the duties related to passenger transportation in accordance with the type of service it provides (independent or affiliated to a company, car rental, authorization, etc.).
	EET2. Tariffs	EET1.2- Computation of various tariffs to perform the service, forms of collection of services,	EET1.2.1-The driver determines the concepts and rules of pricing procedures (bargains etc.) related to the fare tariffs used in passenger transportation.	Defines the concepts and rules related to fare tariffs used in passenger transportation and other types of fare procedures.	Applies the fare tariff determined by the competent authorities according to the destination and / or the fare determined by other pricing procedures to the passenger.	Informs the passenger by determining the fare tariff established by the competent authorities according to the destination and / or other fare methods.
6- Provision of Service	PS1. Transportation of People – Taxi Driver	PS1.1 establish a working strategy to find yourself in the right place at the right time, taking into account traffic and hours, thus optimizing the use of the car and working hours;- maintain good commercial relationships with customers	PS1.1.1- The driver can optimize vehicle and time usage with a working strategy that will ensure that the passenger will be at the right place at the right time, taking the traffic density into account.	Explain how optimize vehicle and time usage with a working strategy that will ensure that the passenger will be at the right place at the right time, taking the traffic density into account.	Implements the rules and processes that can optimize vehicle and time usage while transferring passengers where they want.	Transfers the passengers to the places they want so that they can optimize vehicle and time usage.



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	PS2. Communication with Client	PS2.1 Communication with clients	PS2.1.1 The driver is able to communicate and deal with interlocutors also considering verbal and nonverbal communication	Describes the principles of verbal and nonverbal communication with clients	Discuss the importance of drivers communication with clients	Monitors communication with clients
		PS2.2 Company image	PS2.2.1 The driver is able to communicate and support the company image and corporate identity	Defines the basics of company image, corporate identity and perception of third parties	Matches the company image with own behaviour	Creates a good company image



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7 – Local Legislation	LL1 . Business and Driver Authorizations	LL 1.1. Qualifying entities for the exercise of the activity at local, regional, national and international level. Authorisations for companies to carry out their activities. Conditions of drivers, driving licences, professional training, other needs.	LL 1.1.1. The driver identifies the various responsibilities at local, regional, national and international level LL 1.1.2. The driver identifies the various types of authorizations for the company's activity LL 1.1.3. The driver identifies the procedures for obtaining the various driving licences and access to professional training for the exercise of his activity	Recognises and applies the various laws on vehicles for individual use (taxi) and on vehicles for collective use (bus). Recognises the various administrations on which the undertaking depends according to the types of service Lists various types of driving licences, professional training according to the types of vehicles used in the company.	Develops and handles the various authorisations. Differentiates and recognises the qualifications of the driver and the company Applies the types of licenses according to the characteristics of the vehicles (taxi, bus) and the validity as well as his professional training	Applies the strategies of passenger transport in accordance with the authorizations of the company and its personnel, being the representative of the company before the authority on the route.
	LL2. Legal Responsibilities and Insurance	LL 2.1. Legal Responsibilities in Traffic LL 2.2. Insurance in Road Transport	LL 2.1.1- The driver is able to identify the responsibilities of the service provided by the company and the driver. LL 2.2.1- The driver is able to the different types of insurance in the transport of passengers.	Lists the special features of passenger transport services and his responsibilities in the conduct of traffic. Differentiates between vehicle insurance, accidents and company responsibilities.	Applies the company's responsibilities and his own as a driver with regard to traffic. Follows up on the insurance coverage of the vehicle and the company in relation to his obligations.	Behaves responsibly for locating, checking the coverage of the various insurances. Deals with the responsibilities of driving the vehicle.



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