



The National Transport and Safety Authority

**CURRICULUM FOR TRAINING, TESTING AND
LICENSING OF DRIVERS, INSTRUCTORS AND
EXAMINERS**

FOREWORD

Road safety is a serious issue in Kenya, with approximately 3,000 people dying every year and many more seriously injured as result of road traffic accidents. Over 90 percent of accidents result from human error, it is therefore very important that drivers are provided with sufficient education and skills to enable them to use roads safely.

To address this situation the National Transport Safety Authority has developed this new curriculum for the training and testing of drivers. The curriculum has been designed to address the different needs of drivers depending on the vehicles they use. Consequently it has been split into several modules that provide guidance for the training and testing of drivers of motorcycles, light vehicles, public service vehicles and heavy commercial vehicles. There are also modules that provide requirements for those people who drive for a living and for the drivers of plant and agricultural machinery. The curriculum includes theoretical sections and examinations and practical sections and examinations.

Drivers have a high level of responsibility and their actions can influence the lives of many people, especially the drivers of PSV and HGV vehicles. It is therefore important that these drivers are highly skilled and experienced. The Curriculum states minimum levels of driving experience that are required before training can begin for these classes of vehicles.

In addition to setting the standards for the training and testing of drivers the curriculum also sets the standards for driving schools, driving instructors and driving examiners.

It is recognised that there is a need to raise the professionalism and profile of the driving industry. The supporting legislation for this curriculum also makes provision for the establishment of professional bodies for drivers, instructors and examiners. These bodies will be closely involved on the future improvement and development of driving standards in Kenya in the years to come.

I am grateful to the staff of the authority and all those who participated in the development and the production of this curriculum.

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The authority wishes to sincerely thank the taskforce members who provided the core team for development of this Curriculum for their time dedication and resourcefulness.

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Part 1

CURRICULUM FOR TRAINING, TESTING AND LICENSING OF DRIVERS.

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ACRONYMS AND ABBREVIATIONS

CC	-	Cubic Centimetre
CoC	-	Certificate of Competence
HGV	-	Heavy Goods Vehicle
HSE	-	Health, Safety and Environment
ICA	-	Industrial, Construction and Agricultural
Kg	-	Kilogramme
NTSA	-	National Transport and Safety Authority ('The Authority')
PDL	-	Professional Driver's License
PLV	-	Professional Light Vehicle
PSV	-	Public Service Vehicle
SPDL	-	Special Professional Driver's License
GVW	-	Gross Vehicle Weight

CHAPTER ONE

1.0 INTRODUCTION

1.1 The Purpose of the Curriculum

This curriculum states basic principles of driver training in Kenya.

The curriculum is designed for the training of drivers of all vehicles, and it comprises plans for training of drivers. All drivers and riders in Kenya have to undergo this training and must pass the test to be allowed to drive or ride a motor vehicle. The principle adopted in developing this curriculum is that a set number of units have been defined for each module. There are eight modules which translate to respective categories of Licenses. The first four units must be done by all drivers before embarking on additional specific units to meet requirements for each module as defined in this curriculum.

Within the framework of this curriculum, the main reference document will be the Kenya Learner Drivers' Handbook. The handbook is built on the learning objectives for driver training and focuses on both theory and practical driving.

Traffic crashes constitute social and economic challenges nationally, due to all those who are killed and injured and the attendant economic loss. Human error has been cited as the major contributor to road crashes. The curriculum seeks to mitigate this by improving the competence and discipline of drivers by addressing the knowledge, skills and attitude gap.

The education and training of drivers of motor vehicles therefore, is an important step towards improving the overall driving skills of drivers. Those who are responsible for driver training in Kenya MUST comply with this approved curriculum.

This document is arranged in 10 chapters, for a total of 9 training modules.

Chapter 1: Common Core Units

Chapter 2 : MODULE 1 - MOTORCYCLES

Chapter 3: MODULE 2 - LIGHT VEHICLES

Chapter 4: MODULE 3 – PROFESSIONAL LIGHT VEHICLES

Chapter 5:MODULE 4- PUBLIC SERVICE VEHICLES

Chapter 6: MODULE 5-MOTORCYCLE TAXI AND THREE WHEELERS

Chapter 7:MODULE 6 -TRUCK DRIVERS

Chapter 8:MODULE 7-SPECIAL PROFESSIONAL DRIVING LICENSE

Chapter 9: MODULE 8- INDUSTRIAL, CONSTRUCTION AND AGRICULTURAL VEHICLES

1.2 The General Goals of Driver Training

Driver Training aims to give the learner driver the proper knowledge, skills and attitudes in order to develop the necessary driving competence and discipline.

General goals;

- i) A safe, reliable and efficient road transport system.
- ii) Reduction in road crashes and loss of life.
- iii) Compliance with the traffic laws, rules, regulations and other provisions.
- iv) Promote safe road use culture demonstrated by road courtesy and care for vulnerable road users.
- v) Promote road worthiness of vehicles.

1.3 The Traffic System

It is valuable to adopt an analytical view in the field of traffic safety. This analytic view is coherent with the framework of the Traffic System, which is made up of the vehicle, the road user, the road and its environment and the traffic control system.

Road crashes are caused by errors on the part of the road users, deficiencies on the vehicles, the road design and condition. Sometimes they are caused by lack of co-ordination between various components of the Traffic System.

Applying the framework of the Traffic System, will make it possible to analyze the causes of traffic crashes and put forward counter measures systematically.

Within the context of the Traffic System, one has to look at the driver as an operator of the vehicle in a complex traffic environment. Behind the wheel the driver's tasks are to:

- i) Collect and process information from the road, the traffic and the vehicle's behavior.
- ii) Make correct decisions about appropriate control actions.
- iii) Execute the actions skillfully.
- iv) Complying with the existing traffic laws.

The driver has to assess the results of the actions and respond adequately to the new situation.

Driving is in many ways a social skill, in the sense that co-operation between road users is important for the benefit of traffic safety.

1.4 The Driver Training General Requirements.

1.4.1 Learning Approach

Driver training, like any other educational activity, has to be based on well-known pedagogical and psychological principles. Sound judgment, developed by the driving instructors and driving examiners over the years is also essential.

The driver's tasks, previously mentioned, constitute the contents of the Driver's Code that will be the cornerstone in Driver Training. The Driver's Code consists of these three elements:

- i) Observe
- ii) Decide, and
- iii) Act

The aim of the Driver's Code is to:

- i) Establish a method for coping with any traffic situation systematically.
- ii) Establish a disciplined road behavior, which is based on awareness of the hazards thus being a prerequisite for defensive and environmental friendly driving.

1.4.2 Use of Licensed Schools and Instructors

All driving lessons are to be learnt in a licensed driving school under the instruction of a qualified and licensed instructor.

1.4.3 Theory Lessons

- a) Driving instructions shall include theory lessons based on this curriculum. A learner driver has to undertake and be examined in each unit within a module.
- b) The typical sequence of the driver-training program will be as follows:
- i) Introduction to driving.
 - ii) Fundamental driving rules.
 - iii) Model town.
 - iv) Human factors in driving.
 - v) Introduction to the class of vehicle.
 - vi) Motor Vehicle parts, instruments and controls.
 - vii) Basic vehicle control.
 - viii) Maneuvers on a yard under controlled traffic conditions.
 - ix) Maneuvers on the road under all traffic conditions.
 - x) Specific units depending on Module.
- c) By means of effective teaching methods, the driving Instructor will adjust the driver training program to the learner driver's individual qualifications and understanding in order to optimize the learning outcome.
- d) The school shall meet the time allocated in the curriculum
- e) Continuous assessment tests, shall be administered upon completion of at most 40 hours of learning, and shall be in the form of 50 multiple choice questions. A learner must answer at least 35 questions correctly to be deemed to have passed the test. The tests shall constitute 30% of the pass mark in the school's internal test which shall precede examination for issuance of certificate of competence prior to licensing. Records of each learners test answer sheets shall be maintained by the school for a period of 3 years.
- f) A learner shall only be deemed to have fulfilled the requirements of training under this curriculum upon attending at least 75% of the lessons. Every school shall maintain a register of attendance for each learner driver. Theory training may be provided online, provided an online attendance and assessment register is maintained.
- g) The level of performance regarding practical driving skills and theoretical knowledge is evaluated in the examination process.

1.4.4 Practical training

- i. The school shall ensure that the learner obtains a provisional driving license before driving.
- ii. The school shall test the learner driver on the first four units before arranging for issuance a provisional driving license.
- iii. A learner driver who fails in the test (b) above shall not be issued with the provisional driving license.
- iv. A learner driver shall be trained to drive in a yard and tested before being taken to drive on a public road.
- v. The school shall use the Kenya Learner's Driver Handbook as the main reference material.
- vi. The school must meet the time allocation requirements set out in the curriculum.
- vii. The school shall use both commentary driving and explain-act- comment techniques.
- viii. A learner driver has to attend 100 % of the classes to be deemed to have completed practical driving lessons.

1.4.5 Practical test

The practical test at the institution shall be divided into two, the yard test and the on-road test. Before the start of the test, the instructor shall explain how the test will be done and how the evaluation will be done.

- i. The learners have to be tested on a defined route.
- ii. The school shall maintain a record of the test routes used.

- iii. The learner driver must use commentary driving.
- iv. The Instructor shall examine using an assessment checklist.
- v. The school shall maintain the records of all assessment checklists for a period of 3 years.

1.5 Driving License and Driving Test

The driving test consists of a theoretical and a practical component. The theoretical test shall consist of a continuous assessment test administered after every 40 hours of training and a final test at the end of all the units in a module. The test shall comprise of a minimum of 50 multiple-choice questions.

The practical test is taken in two parts:

- i. (Maneuver yard) test- The learner driver is tested in a training yard to evaluate his ability to maneuver under different set conditions.
- ii. A road test is conducted in a test route where the candidate has to negotiate most traffic situations in a skilled and safe manner.

A learner driver must pass the (Maneuver yard) test before proceeding to take the road test. A performance report is prepared for each driver. He/she must demonstrate skills in both theory and practical by attaining a pass mark of 70 %.

1.6 Examination

a) General Conditions:

The following conditions shall be met by a school before presenting the learner drivers for examination in a driving test centre:

- i. A school shall not present for examination a learner who has not passed the school tests.
- ii. A school shall register the learners for the examination and submit to an examiner a School's test report with respect to each candidate. Only Learners who have attained a minimum aggregate score of 70% in the school final test shall be presented for examination.

b) Failing to pass the examination

A Learners who fails in an examination offered in a driver test centre shall be referred back the driving school for re-training, provided;

- i. That no Re-testing is done before the expiry of 21 days.
- ii. That a Learner who fails in theory examination shall be required to re-take the entire examination while one who fails a practical exam shall be required to re-sit the practical within a period not exceeding 6 months.
- iii. A candidate who fails to take the re-test shall be required to register a fresh and re-do the course.

1.7 Validity of Licenses

- i. All Licenses shall be renewed annually for a period of 9 years. On the 10th year, the License holder shall be required to repeat the training and examination process, obtain a new certificate of competence and undergo a medical examination.
- ii. Holders of Professional Drivers Licenses shall be required to accumulate a minimum number of continuous development points, set by a Professional Body of drivers, annually as a condition for License renewal
- iii. Additionally, all drivers above the age of 60 years are shall be required to have a medical fitness report annually before renewal of their driving Licenses.

1.8 Driving License Categories

1.8.1 CATEGORY A

i. Category A1 (Moped)

- Up to and including 50 C.C.
- Minimum age 16 years.
- No passenger.

ii. Category A2 (light motorcycle)

- Above 50 C.C.
- Minimum age 18 years.
- Maximum load 60 kg (for upto 400 C.C)
- Maximum 1 passenger
-

iii. Category A3 Motorcycle Taxi, Couriers and three-wheelers.

- 100 C.C. and above.
- Minimum age 21
- Previous 1 year riding experience of A2
- Maximum load 100 kg (for up to 400 C.C)
- Maximum 1 passenger

1.8.2 CATEGORY B

i. Category B (Light Vehicle)

- Light vehicle (passenger car) or with a Gross Vehicle Weight (GVW) of maximum 3500 kg with one light trailer (not exceeding 750 kg)
- Not more than seven passengers.
- Minimum age 18 years.

ii. Category B Automatic (Light Vehicle Automatic)

- Light vehicle (passenger car) with a Gross Vehicle Weight (GVW) of maximum 3 500 kg with one light trailer (not exceeding 750 kg).
- Equipped with automatic gear box.
- Not more than seven passengers.
- Minimum age 18 years.

iii. Category B Professional

- Light vehicle (passenger car) with a Gross Vehicle Weight (GVW) of maximum 3,500 kg with one light trailer (not exceeding 750 kg).
- Equipped with manual or automatic gear box.
- Not more than seven passengers.
- Minimum age 21 years.

1.8.3 CATEGORY C

i. Category C1 (Light Truck)

- Light truck with a Gross Vehicle Weight (GVW) exceeding 3 500 kg and a maximum 7500 kg with maximum one light trailer (limited to not exceed 750 kg)
- Minimum age 22 years

2 Category C (Medium Truck)

- Heavy truck with a Gross Vehicle Weight (GVW) exceeding 7 500 kg with maximum one light trailer (limited to not exceed 750 kg)
- Minimum age 24 years

3 Category CE (Heavy Truck with trailer)

- Heavy truck with a Gross Vehicle Weight (GVW) exceeding 7 500 kg with heavy trailer or semitrailer.
- Articulated vehicles.

-Minimum age 28 years.

1.8.4 CATEGORY D

i. Category D (Van)

- Maximum 13 passengers.
- Minimum age 22years.

ii. Category D1 (Mini Bus)

- Between 14-32 passengers
- Minimum age 25 years.

Category D2 (Large Bus)

- 33 passengers and above.
- Minimum age of 30 years.

1.8.5 CATEGORY E (SPECIAL PROFESSIONAL DRIVERS' LICENSE)

- Minimum age 21years
- Completed 3 months driving practice with any vehicle classified under categories C1, C, CE, D, D1, D2 and licensed as **EC1, EC, ECE, ED, ED1, ED2** respectively.
- Class ED2 Licenses shall be endorsed for classes D1 & D while Class ECE Licenses shall be endorsed for C & C1

1.8.6 CATEGORY G (INDUSTRIAL, CONSTRUCTION AND AGRICULTURAL PLANTS& EQUIPMENT)

- Special types of Plants and Equipment for which special authorization is required from the authority before such plants can be registered for use.
- To operate such Plants and Equipment a driving License is a requirement
- Endorsement for Class G will be done on the driving License.

1.9 Basic/Common Units

This section deals with parts of driver training that are mandatory for all drivers, independent of class of License. The topics in this section are grouped into four parts:

- i) Introduction to Driving
- ii) Fundamental driving rules.
- iii) Model town
- iv) Human factors in traffic

1.9 General Objective of Driver Learning

The learner rider must learn and get appropriate experience to be able to act as an insightful and competent driver with respect to safety, mobility and concern of other road users. The competence achieved has to be verified through a theoretical and a practical test before a License is issued.

1.11 Specific Objectives of Driver Learning

The knowledge, skills and abilities that should be gained and proven by the learner driver are of different kinds and on different levels. By the end of the driver education, the learner driver must (be able to):

i. Know about; meaning that he must be informed about driving to such an extent that his knowledge follows a more goal-oriented and specific training. (Objectives of this kind are included in the theoretical part of the driving test).

ii. Point out and name; meaning that he must be able to locate and name by generally used terms, for example, certain controls and instruments of the vehicle. (Objectives of this kind are included in both the theoretical and practical parts of the driving test).

iii.**Read and explain the meaning of;** meaning that he must be able to use, for instance, the instruments of the vehicle, explain and demonstrate what they indicate. (Objectives of this kind are included in the practical part of the driving test).

iv.**Check;** meaning that he must be able to inspect certain components of the vehicle, with or without using tools, and explain in general terms whether or not safety requirements are satisfied. (Objectives of this kind are included in the practical part of the driving test).

v.**State the content of or explain the meaning of;** meaning that he must be able to differentiate between correct and incorrect answers to questions on, risk factors and traffic rules ., or explain verbally the topic in question in general terms. (Objectives of this kind are included in the theoretical and practical part of the driving test).

vii.**Identify, recognize, assess or anticipate;** meaning that he must be able to observe certain points in real traffic situations (or in pictures), appreciate their importance for safety, and differentiate between correct and incorrect responses to questions on the points, or explain verbally their importance in general terms. (Objectives of this kind are included in both the theoretical and practical parts of the driving test).

viii.**Perform observations and maneuvers;** meaning that he must identify and assess objects or situations, control the vehicle and execute maneuvers or other tasks skillfully. (Objectives of this kind are included in the practical part of the driving test).

ix.**React appropriately;** meaning that he must be able to control the vehicle and adapt speed, position and driving direction in accordance with the traffic rules, safety considerations such as showing regard to other road users and seamlessly Maneuvering through traffic. (Objectives of this kind are included in the practical part of the driving test).

1.12 Units Summary and Time Allocation

Code	Topic	Content	Time (Hours)		
			Theor y	Practic e	Total
1.12.1	Introduction to driving.	<ul style="list-style-type: none"> • Traffic safety situation in Kenya and the common causes of vehicle related crashes. • Background of driver training- Key players in the Road Safety sector. • The importance of driver training. • The goals of driver training. • Driving License and driving test. • The driver's tasks. • The driver's responsibilities. • The principles of driver training • Legal requirements for driving in Kenya- NTSA Act, Traffic Act, County By-Laws. • Classes of vehicles 	5	0	5
1.12.2	Fundamental Driving Rules	<ul style="list-style-type: none"> • Traffic rules, regulations and other Safety requirements • Highway Code • Rules of behavior in traffic 	4	0	4
1.12.3	Model Town	<ul style="list-style-type: none"> • Name parts of the Model town. • Explain the directional arrows. • Road markings and Road Signs • State the importance of road markings. 	1	4	5

Code	Topic	Content	Time (Hours)		
			Theor y	Practic e	Total
		<ul style="list-style-type: none"> Move model car from one point to another safely. 			
1.12.4	Human factors in Traffic	<ul style="list-style-type: none"> Observation Driver perception and awareness Judgment of speed and distance Stopping distance Selection of proper speed Factors that influence the driving skills Special needs of vulnerable groups Limitations in number of passengers and quantity of goods Drugs and Alcohol. Customer care and public relations Hygiene, Health and Safety Crash handling procedures First Aid 	6	2	8
Total			16	6	22

1.12.1 INTRODUCTION TO DRIVING

1.12.1C Expected Outcome

The trainee should familiarize with Basics of driving

Theory/Practice

1.12.1T/P0 Objectives

By the end of this unit, the learner driver should be able to:

- discuss traffic safety situation in Kenya and the common causes of vehicle related crashes
- outline background of driver training- key players in the road safety sub-sector.
- explain the importance of driver training.
- discuss the goals of driver training.
- define driving Licenses and driving test.
- name driver's tasks.
- state driver's responsibilities.
- discuss principles of driver training.
- state legal requirements for driving in Kenya-NTSA Act, Traffic Act, County By-Laws.
- list classes of vehicles.

Content

1.12.1T/P1 Traffic safety situation in Kenya and the common causes of vehicle related crashes

1.12.1T/P2 Background of driver training- Key players in the Road Safety Sub-Sector

1.12.1T/P3 Importance of driver training

1.12.1T/P4 Goals of driver training

1.12.1T/P5 Driving License and driving test

1.12.1T/P6 Driver's tasks

1.12.1T/P7 Driver's responsibilities

1.12.1T/P8 Principles of driver training

1.12.1T/P9 Legal requirements for driving in Kenya-NTSA Act, Traffic Act, County By-Laws

1.12.1T/P10 Classes of vehicles.

1.12.2 FUNDAMENTAL DRIVING RULES

1.12.2C Expected Outcome

The trainee should be able to explain fundamental driving rules

Theory/Practice

1.12.2T/P0 Objective

By the end of this unit the learner driver should be able to:

- a) apply the traffic rules and regulations
- b) discuss Highway Code
- c) discuss the general rules of behavior in traffic regarding safety, courtesy and responsibility
- d) state driver's responsibilities as owner and user of vehicles concerning vehicle registration, third party risk insurance, condition of the vehicle.

Content

1.12.2T/P1 Traffic rules and regulations

i. Traffic rules, regulations and other safety requirements on vehicles and drivers valid on all roads, streets, bridges and other places accessible to normal traffic, whether public or private.

ii. Obeying driving instructions given by road markings, traffic signs and directives by the police and knowing the priority of such directives when more than one kind is at hand.

1.12.2T/P2 Highway Code.

1.12.2T/P3 General rules of behavior in traffic regarding safety, courtesy and responsibility.

- I. Application of a defensive driving style in order to increase safety margins, avoid getting into risky or disastrous situations, improve driving economy and protect the environment.
- II. Special attention to vulnerable road users such as children, old people and persons with disabilities.
- III. Giving consideration to unprotected road users like pedestrians, cyclists and motorcyclists.
- IV. Use of the horn, when necessary, to warn other road-users.
- V. Giving Right-of-way for specific vehicles, road users or in specific situations.
- VI. Acting properly in case of a crash or when arriving at the scene of a crash.

1.12.2T/P4 Drivers responsibilities as owner and user of vehicles concerning vehicle registration, third party risk insurance, condition of the vehicle.

1.12.3 MODEL TOWN

1.12.3c Expected Outcome

The trainee should be able demonstrate driving in a model town.

Theory/Practice

1.12.3T/P0 Objectives

By the end of this unit, the learner driver should be able to:

- a) name parts of the model town
- b) explain the directional arrows
- c) explain road signs and markings
- d) state the importance of road signs and road markings
- e) move model car from one point to another correctly

Content

1.12.3T/P1 Parts of the model town

1.12.3T/P2 Explain the directional arrows

1.12.4T/P3 Explain road signs and markings

1.12.5T/P4 State the importance of road signs and road markings

1.12.6P/P5 Move model car from one point to another correctly

1.12.4 HUMAN FACTORS IN TRAFFIC

1.12.4C Expected Outcome

The trainee should be able to explain human factors in traffic.

Theory/Practice

1.12.4T/P0 Objectives

By the end of this unit the learner driver should be able to:

- a) observe and interpret situations on the road
- b) discuss driver perception and awareness.
- c) apply judgment of speed and distance.
- d) recognise the severity of misconduct and mistakes made by road users.
- e) define stopping distance.
- f) select proper speed
- g) discuss factors that influence the driving skills
- h) discuss special needs of vulnerable groups
- i) point out limitations in number of passengers and quantity of goods.
- j) discuss drugs and alcohol
- k) explain customer care and public relations
- l) discuss hygiene, health and safety
- m) discuss crash handling procedures
- n) demonstrate first aid techniques

Content

- 1.12.4T/P1 Observation
- 1.12.4T/P2 Driver perception and awareness
- 1.12.4T/P3 Judgment of speed and distance
- 1.12.4T/P4 Recognising the severity of misconduct and mistakes made by road users
- 1.12.4T/P5 Stopping distance
- 1.12.4T/P6 Selection of proper speed
- 1.12.4T/P7 Factors that influence the driving skills
- 1.12.4T/P8 Special needs of vulnerable groups
- 1.12.4T/P9 Limitations in number of passengers and quantity of goods
- 1.12.4T/10 Drugs and Alcohol
- 1.12.4T.11 Customer care and public relations
- 1.12.4T/P12 Hygiene, health and safety
- 1.12.4T/P13 Crash handling procedures
- 1.12.4P/P14 First Aid

CHAPTER TWO

2.0 TRAINING OF MOTOR CYCLE RIDERS

2.1 Minimum Requirements for enrolment to train as a motorcycle rider

- i) Not less than 16 years old
- ii) Police clearance certificate (for motorcycle taxi)
- iii) No record of dangerous driving offence over the last 24 months
- iv) Medical test certificate obtained within the last 6 months

2.2 Units for Motor Cycle Learner Riders

This section deals with parts of rider training that are valid for riders only.

Knowledge, skills and other abilities are of different kinds and may be developed to different levels, as described above, depending on content and the context. The topics in this section are grouped into;

- i) Introduction to motorcycles
- ii) Motorcycle parts and controls
- iii) Basic Motorcycle Control Maneuver yard
- iv) Riding on the Road (practical)

2.3 Units Summary and Time Allocation

Code	Topic	Content	Time (Hours)		
			Theory	Practice	Total
2.3.1	Introduction to Motorcycles	<ul style="list-style-type: none"> Importance / role of the motorcycle as a part of the National transportation system. Characteristics of the motorcycle in traffic on the road. The crash rate of the motorcycle Categories of motorcycles Requirements to obtain a rider's License 	2	0	2
2.3.2	Motorcycle Parts and Controls	<ul style="list-style-type: none"> Proper use of protective gear for the motorcyclists. Proper way to carry passengers and goods Controls Instruments, lights and reflectors. Engine, ignition, accelerator and exhaust system Transmission system Steering systems brake system Wheels, tyres and shock absorbers. The body Rider's gear 	2	1	3
2.3.3	Basic Motorcycle Control Maneuver yard	<ul style="list-style-type: none"> Preparations for riding- stability. Controlling movement of the motorcycle by coordinating pedal activities, changing gears and steering. Forward riding and turning. Operate the steering wheel gently, getting the motorcycle in right direction and keeping the motorcycle on fairly correct course. Performing turns as normally occurring in traffic. Making proper judgments of the length and width of the motorcycle 	1	5	6

Code	Topic	Content	Time (Hours)		
			Theory	Practice	Total
		<p>(sizing), the position of the wheels and the longitudinal direction of the motorcycle in relation to the roadside.</p> <ul style="list-style-type: none"> • Hard braking (emergency braking)- Achieving optimum braking without locking the wheels, losing steering control or stalling the engine. • U-turning and turning by forward and reverse riding. • Changing direction of riding on the road, safely depending on conditions. • Parking in different kinds of parking spaces-To be able to perform different parking. • Making the necessary safety preparations for riding and getting familiar with the names and positions of controls and instruments 			
2.3.4	Riding on the Road (practical)	<ul style="list-style-type: none"> • Moving off, riding ahead and stopping. • Positioning in different environments. • Choice of speed in different situations • Hill riding. • Riding through bends. • Approaching and passing railway crossings. • Lane shift and choice of lanes. • Turning in order to ride in opposite direction. • Passing stationary vehicles and pedestrians. • Meeting oncoming traffic. • Riding ahead of or behind other road-users • Overtaking. • Approaching different kinds of junctions with or without signals and with or without restricted view. 	0	15	15

Code	Topic	Content	Time (Hours)		
			Theory	Practice	Total
		<ul style="list-style-type: none"> Riding in different kinds of junctions (straight through or turning left or right), with or without signals and with or without obligation to give right-of-way. Riding in dark and dim lighting. Riding side by side. Approaching, riding in and leaving roundabouts. Stopping and Parking. 			
2.3.5	Examination for Motorcycle riders	<ul style="list-style-type: none"> Continuous Assessment Tests Theory and practical exam 	0.5 2	0 0.5	0.5 2.5
Total			7.5	21.5	29.0

2.3.1 INTRODUCTION TO MOTORCYCLE RIDING

2.3.1C Expected Outcome

The trainee should be able to explain basics of motorcycle riding

Theory/Practice

2.3.1T/P0 Objective

By the end of this unit, the learner rider will be able to:

- discuss the importance / role of the motorcycle as a part of the national transportation system.
- describe characteristics of the motorcycle in traffic / on the road.
- discuss the crash rate of the motorcycle.
- list categories of motorcycles.
- outline the requirements to obtain the rider's License.

Content

2.3.1T/P1 Importance / role of the motorcycle as a part of the national transportation system

2.3.1T/P2 Characteristics of the motorcycle in traffic / on the road

2.3.1T/P3 Crash rate of the motorcycle

2.3.1T/P4 Categories of motorcycles

2.3.1T/P5 Requirements to obtain the rider's License

2.3.2 MOTORCYCLE PARTS AND CONTROLS

2.3.2c Expected Outcome

The trainee should be able to demonstrate knowledge of motorcycle parts and controls.

Theory/Practice

2.3.2T/P0 Objective

By the end of this unit the trainee should be able to:

- demonstrate the proper use of protective gear for the motorcyclists- including proper fastening of helmets
- demonstrate the proper way to carry passengers and goods.
- point out and use motorcycle controls.
- identify instruments and control lights
- describe engine, ignition, accelerator and exhaust system
- discuss transmission system

- g) apply the steering system
- h) apply brake system
- i) explain the use of lights and reflectors
- j) explain wheels, tyres and shock absorbers.
- k) describe the motorcycle body
- l) define the rider's gear

Content

- 2.3.2T/P1 Protective gear for the motorcyclists- Including proper fastening of helmets.
- 2.3.2T/P2 Proper way to carry passengers and goods.
- 2.3.2T/P3 Controls.
- 2.3.2T/P4 Instruments and control lights.
- 2.3.2T/P5 Engine, ignition, accelerator and exhaust system.
- 2.3.2T/P6 Transmission system.
- 2.3.2T/P7 Steering system.
- 2.3.2T/P8 Brake system.
- 2.3.2T/P9 Lights and reflectors.
- 2.3.2T/P10 Wheels, tyres and shock absorbers.
- 2.3.2T/P11 Motorcycle body.
- 2.3.2T/P12 Rider's gear.

2.3.3 BASIC MOTORCYCLE RIDING

2.3.3c Expected Outcome

The trainee should be able to demonstrate basic control of a motorcycle in a yard.

Theory/Practice

2.3.3T/P0 Objectives

By the end of this unit the trainee should be able to:

- a) prepare for riding- stability.
- b) control movements of the motorcycle by co-coordinating pedal activities, changing gears and steering.
- c) forward ride and turn.
- d) operate the steering wheel gently, get the motorcycle in right direction and keep the motorcycle on fairly correct course.
- e) perform turnings as normally occurring in traffic.
- f) make proper judgments of the length and width of the motorcycle (sizing), the position of the wheels and the longitudinal direction of the motorcycle in relation to the roadside
- g) hard brake (emergency braking)-achieving optimum braking without locking the wheels, losing steering control or stalling the engine
- h) make a U-turn and turn by forward and reverse riding
- i) change direction of driving on the road, safely depending on conditions
- j) park different kinds parking spaces be able to perform different parking
- k) make the necessary safety preparations for riding and get familiar with the names and positions of controls and instruments

Content

- 2.3.3T/P1 Riding preparation.
- 2.3.3T/P2 Pedal activities and gears.
- 2.3.3T/P3 Riding
- 2.3.3T/P4 Steering wheel.
- 2.3.3T/P5 Turning.

- 2.3.3T/P6 Length and width of the motorcycle (sizing), position of the wheels and the longitudinal direction of the motorcycle in relation to the roadside.
- 2.3.3T/P7 hard brakes.
- 2.3.3T/P8 U-turns and turns by forward and reverse riding.
- 2.3.3T/P9 Direction of riding on the road.
- 2.3.3T/P10 Parking.
- 2.3.3T/P11 Safety preparations for riding

2.3.4 RIDING ON THE ROAD (PRACTICAL)

2.3.4c Expected Outcomes

The trainee should be able to ride a motorcycle on the road

Theory/Practice

2.3.4T/P0 Objectives

By the end of this unit the trainee should be able to:

- a) start off, ride ahead, and stop.
- b) position self in different environments.
- c) choose the appropriate speed in different situations.
- d) ride on a hill.
- e) ride through bends.
- f) approach and cross railways.
- g) choose and shift lanes.
- h) turn and ride in opposite direction.
- i) pass stationary vehicles and pedestrians.
- j) meet oncoming traffic.
- k) ride ahead or behind other road-users.
- l) overtake
- m) approach different kinds of junctions, with or without signals and with or without restricted view
- n) ride in different kinds of junctions (straight through or turning left or right), with or without signals and with or without obligation to give right-of-way.
- o) ride in dark and dim lighting
- p) ride side by side
- q) approach, ride in and leave roundabouts
- r) stop and park

Content

- 2.3.4T/P1 Starting off, driving ahead, stopping
- 2.3.4T/P2 Position in different environments
- 2.3.4T/P3 Speed choice in different situations.
- 2.3.4T/P4 Hill riding.
- 2.3.4T/P5 Bends.
- 2.3.4T/P6 Railway Crossings
- 2.3.4T/P7 Lanes choice and change.
- 2.3.4T/P8 Direction change.
- 2.3.4T/P9 Stationary vehicles and pedestrian overtaking.
- 2.3.4T/P10 Oncoming traffic.
- 2.3.4T/P11 Multiple road-users.
- 2.3.4T/P12 Overtaking.
- 2.3.4T/P13 Junctions, with or without signals and with or without restricted view

2.3.4T/P14 Junctions (straight through, left or right turn), with or without signals and with or without obligation to give right-of-way.

2.3.4T/P15 Dark and dim lighting

2.3.4T/P16 Side by side riding

2.3.4T/P17 Roundabouts

2.3.4T/P18 Parking

2.3.5 EXAMINATION FOR MOTORCYCLE RIDERS

2.3.5C Expected Outcome

The trainee shall be able to acquire a certificate of competence (CoC) for riding a motorcycle.

Theory/Practice

2.3.5T/P0 Objective

By the end of the unit the trainee will be able to sit the theory and practical driving examination for the professional class category applied.

Content

2.3.5T/P1 Theory and practical exam

Responsible - Driving test examiner

Where -At driving test centre

Time Schedule 2 Hours (T) 0.5 Hours (P)

Demands Score: Passed/not passed Overall pass mark> 70%

Materials Theory tests and driving tests sheets

CHAPTER THREE

3.0 TRAINING OF LIGHT VEHICLE DRIVERS

3.1 Minimum Requirements for enrolment to train as a small vehicle driver

- i. Not less than 18 years old
- ii. No record of dangerous driving offence over the last 24 months
- iii. Medical test certificate obtained within the last 6 months
- iv. Able to read and write in the official languages

3.2 Units for Light Vehicle learner drivers

This section deals with parts of driver training that are valid for drivers of light vehicles.

Knowledge, skills and other abilities are of different kinds and may be developed to different levels, as described above, depending on content area and the situations to cope with. The topics in this section are grouped into;

- i) Basic knowledge of a light vehicle
- ii) Vehicle construction and controls
- iii) Basic vehicle control Maneuver yard
- iv) Driving on the road (practical)

3.3 Unit Summary and Time Allocation

Code	Topic	Content	Time (Hours)		
			Theory	Practice	Total
3.3.1	Basic Knowledge of a Light Vehicle	<ul style="list-style-type: none">Requirements to obtain the driver's LicenseThe importance / role of the vehicle as a part of the National transportation system	2	0	2

Code	Topic	Content	Time (Hours)		
			Theory	Practice	Total
		<ul style="list-style-type: none"> The characteristics of the vehicle in traffic / on the road. Road crashes related to light vehicles 			
3.3.2	Vehicle Construction and Controls	<ul style="list-style-type: none"> Controls and instruments Engine, ignition, accelerator and exhaust system Accessories Transmission system Steering system Braking system Lights and reflectors Wheels and tyres Suspension system The body Special equipment; first aid box, tool box, warning triangles, fire extinguisher Electrical system 	4	1	5
3.3.3	Basic Vehicle Control (Yard driving)	<ul style="list-style-type: none"> Preparations for driving getting familiar with the names and positions of controls and instruments Pedal activities, changing gears and steering Start off, acceleration and smooth stop without stalling the engine Combined clutch/accelerator and clutch/brake operation Gears change while driving operations like steering and attention to what is happening around Forward driving and turning Gentle steering wheel and maintaining a fairly correct course manoeuvring Kerb parking Vehicle length and width assessment hard braking (emergency braking) Optimum braking 			

Code	Topic	Content	Time (Hours)		
			Theory	Practice	Total
		<ul style="list-style-type: none"> • U-turn and forward and reverse turns (3-point turns) • Direction change • Different kinds of parking 			
3.3.4	Driving on the Road (practical)	<ul style="list-style-type: none"> • Starting off, driving ahead and stopping • Positioning in different environments • Choice of speed in different situations • Driving on hills • Driving through bends • Approaching and crossing railway • Lane shift and choice of lanes • Turning in order to drive in opposite direction • Passing stationary vehicles and pedestrians • Meeting oncoming traffic • Driving ahead of or behind other road – users • Overtaking • Approaching different kinds of junctions with or without signals and with or without restricted view • Driving in different kinds of junctions • Driving in dark and dim situations • Meeting oncoming traffic • Stopping • Use of lights in day time 	0	24	24
Total			12	30.5	42.5

3.3.1 BASIC KNOWLEDGE OF A LIGHT VEHICLE

3.3.1c Expected Outcome

The trainee shall be able to acquire a certificate of competence (CoC) for driving a light vehicle.

Theory/Practice

3.3.1T/P0 Objective

By the end of this unit, the learner driver should be able to:

- outline the requirements to obtain a driver's License
- discuss the importance / role of the vehicle as a part of the national transportation system
- describe the characteristics of the vehicle in traffic / on the road
- discuss road crashes related to light vehicles

Content

- 3.3.1T/P1 Obtaining a driver License
- 3.3.1T/P2 Role of the light vehicle as a part of the National transportation system
- 3.3.1T/P3 Characteristics of the light vehicle in traffic / on the road
- 3.3.1T/P4 Road crashes related to light vehicles

3.3.2 VEHICLE CONSTRUCTION AND CONTROLS

3.3.2c Expected Outcomes

The trainee should be able to demonstrate knowledge on vehicle construction and control.

Theory/Practice

3.3.2T/P0 Objective

By the end of this unit the learner driver should be able to:

- a) describe controls and instruments as used in light vehicles
- b) discuss the following components of a light vehicle.
- c) describe accessories of a light vehicle.
- d) discuss the light vehicle system.
- e) discuss the importance of lights and reflectors.
- f) explain wheels and tyres.
- g) describe the light vehicle body.
- h) discuss special equipment

Content

- 3.3.2T/P1 Controls and instruments
- 3.3.3T/P2 Discuss the following components of a light vehicle
 - engine
 - ignition
 - accelerator
 - exhaust
- 3.3.3T/P3 .3.2T/P3 Describe light vehicle accessories
 - Air-conditioning
 - Anti-lock Braking System (ABS)
 - Secondary Restraint System (SRS)
- 3.3.2T/P4 Discuss the light vehicle system
 - Transmission System.
 - Steering system.
 - Braking system
 - Suspension System.
- 3.3.2T/P5 Lights and reflectors
- 3.3.2T/P6 Wheels and tyres
- 3.3.2T/P7 Light vehicle body
- 3.3.2T/P8 Special equipment
 - First Aid box
 - Tool box
 - Warning triangles
 - Fire extinguisher

3.3.3 BASIC VEHICLE CONTROL (Maneuver yard)

3.3.3c Expected Outcome

The trainee should be able to apply basic vehicle control skills.

3.3.3T/P0 Objective

By the end of this unit the trainee should be able to:

- a) prepare to drive
- b) describe the necessary safety preparations for driving
- c) be able to control the movement of the car by co-coordinating pedal activities, changing gears and steering
- d) demonstrate appropriate car movement,
- e) operate the pedals with increased precision and co-ordination, especially by combined clutch/accelerator and clutch/brake, (in all vehicles).
- f) demonstrate gear changing techniques
- g) demonstrate forward driving and turning
- h) operate the steering wheel gently
- i) perform turnings as normally occurring in traffic
- j) demonstrate how to park along the kerb
- k) make appropriate judgment of the vehicle length and width, the position of the wheels and the longitudinal direction of the vehicle in relation to the road side
- l) perform hard braking (emergency braking)
- m) carry out optimum braking without locking the wheels, losing steering control or stalling the engine.
- n) perform different maneuvers
- o) apply skills in change of direction
- p) demonstrate skills in different kinds of parking

Content

- 3.3.3T/P1 Driving preparation
- 3.3.3T/P2 Necessary safety preparations for driving and get familiar with the names and positions of controls and instruments.
- 3.3.3T/P3 Car movement control
- 3.3.3T/P4 Car movement
 - Acceleration
 - Smooth start and stop
- 3.3.3T/P5 Operate the pedals with increased precision and co-ordination, especially by combined clutch/accelerator and clutch/brake, (in all vehicles).
- 3.3.3T/P6 Changing gears while driving without losing control of other operations like steering and attention to what is happening around.
- 3.3.3T/P7 Driving and turning
- 3.3.3T/P8 Operate the steering wheel gently, get the car in right direction and keep the car on fairly correct course
- 3.3.3T/P9 Perform turnings
- 3.3.3T/P10 Parking at Kerb
- 3.3.3T/P11 Proper judgments of the vehicle length and width, the position of the wheels and the longitudinal direction of the vehicle in relation to the road side
- 3.3.3T/P12 Hard-braking (emergency braking)
- 3.3.3T/P13 Optimum braking without locking the wheels, losing steering control or stalling the engine.
- 3.3.3T/P14 U-turning by forward and reverse driving
- 3.3.3T/P15 Driving directions change
- 3.3.3T/P16 Different kinds of parking

3.3.4 DRIVING ON THE ROAD (PRACTICAL)

3.3.4c. Expected outcome

The trainee will be able to drive, control and handle a vehicle

Theory/Practice

3.3.4T/P0 Objectives

By the end of this unit the trainee should be able to:

- a) start off, drive and stop a vehicle
- b) position a vehicle in different environments
- c) apply appropriate speed in different situations
- d) demonstrate how to drive on hills and through bends
- e) apply skills while encountering various situations like railway crossings ,roundabouts, pedestrian crossing and junctions
- f) choose and shift lanes appropriately
- g) change directions by turning
- h) make appropriate maneuvers while passing stationary vehicles, pedestrians and overtaking
- i) meet oncoming traffic
- j) drive in dark, dim and foggy conditions and use of lights in daytime

Content

- 3.3.4T/P1 Vehicle driving
- 3.3.4T/P2 Vehicle positioning
- 3.3.4T/P3 Speed in different situations
- 3.3.4T/P4 Hills and bends
- 3.3.4T/P5 Driving through various situations
- 3.3.4T/P6 Choosing and shifting Lanes appropriately
- 3.3.4T/P7 Changing direction by turning
- 3.3.4T/P8 Making appropriate maneuvers
- 3.3.4T/P9 Meeting oncoming traffic
- 3.3.4T/P10 Driving in dark, dim and foggy conditions

3.3.5 EXAMINATION FOR LIGHT VEHICLE DRIVERS

3.3.5C Expected Outcome

The trainee shall be able to acquire a certificate of competence (CoC) for driving the professional class category applied for under a driver mentor and subsequently be issued with a driving License.

Theory/Practice

3.3.5T/P0 Objective

By the end of this unit the trainee will be able to sit the theory and practical driving examination for the professional class category applied.

Content

- 3.3.5T/P1 Theory and practical exam

Responsible Driving test examiner

Where At the driving test center

Time Schedule 2 Hours (T) 0.5 Hours (P)

Demands Score: Passed/not passed Overall pass mark> 70%

Materials Theory tests and driving tests sheets

CHAPTER FOUR

4.0 TRAINING OF PROFESSIONAL LIGHT VEHICLE (PLV) DRIVERS

This License category shall apply to all persons employed as drivers of light vehicles and includes chauffeurs and any other person employed professionally as a driver of a light vehicle.

4.1 Minimum Requirements for enrolment to train as a PLV Driver

- I. O level education or the equivalent.
- II. Should be able to read and write in the official languages.

- III. Police clearance certificate.
- IV. Minimum age of 22 years.
- V. Previous driving experience of minimum 4 years.
- VI. Certificate proving medical fitness obtained within the last 6 months.
- VII. No previous criminal record over the last 24 months.
- VIII. No previous dangerous driving offence over the last 24 months.

4.2 Units for PLV Drivers

This topic deals with parts of driver training that are valid for Professional Light Vehicle drivers.

- i) Introduction to a PLV.
- ii) Vehicle construction and controls.
- iii) Self-Inspection of Vehicle.
- iv) Observation.
- v) Vehicle control.
- vi) Communication on the Road.
- vii) Speed management.
- viii) Space Management.
- ix) Emergency Maneuvers'.
- x) Skid Control & Recovery.
- xi) Adverse Driving Conditions.
- xii) Preventive Maintenance.
- xiii) Conditions of Carriage.
- xiv) Hazardous Materials.
- xv) Emergency procedure.
- xvi) Work Planning.
- xvii) Cargo Handling.
- xviii) Customer Care.
- xix) Driving on the Road (practical).
- xx) Examination

4.3 Requirement for issuance of a PLV License

PLV License is categorized as a Professional Driver's License (PDL)

- i) Certificate of Competence (CoC) issued under this curriculum
- ii) Certificate of membership of a professional drivers' body approved by the Authority

4.4. Unit Summary and Time Allocation

Code	Topic	Content	Time (Hours)		
			Theor y	Practic e	Total
4.4.1	Introduction to PLV.	<ul style="list-style-type: none"> Regulations governing operation of PLV Requirements to obtain the driver license The importance/role of the vehicle as part of the national transportation system The crash rate of the vehicle 	2	0	2
4.4.2		<ul style="list-style-type: none"> Controls and instruments 	1	5	6

Code	Topic	Content	Time (Hours)		
			Theor y	Practic e	Total
	Vehicle Construction and Controls.	<ul style="list-style-type: none"> • Engine ignition, accelerator and exhaust system • Instruments and control lights • Transmission system • Steering system • Braking system • Lights and reflectors • Wheels, tyres and shock absorbers • The body • Special equipment, tools and accessories; fire extinguisher • Electrical system • Pre-trip inspection checks 			
4.4.3	Self- Inspection of vehicle.	<ul style="list-style-type: none"> • Systematically inspecting a Vehicle before driving. • Post Trip inspections. • Common vehicle anomalies during long distance driving. 	1	1	2
4.4.4	Observation.	<ul style="list-style-type: none"> • Maintaining a 360 degree view of the vehicle. • Frontal and peripheral vision. • Blind Spots. • Scanning the environment. • Hazard perception & recognition. • Types and use of driving mirrors. 	1.5	0.5	2
4.4.5	Vehicle Control.	<ul style="list-style-type: none"> • Making the necessary safety preparations. • Controlling movements of the car. • Basic principles of steering. • Making the car move, accelerate and stop smoothly. • Operating the pedals with increased precision and co-ordination. • Changing gears while driving without losing control. <ul style="list-style-type: none"> -Procedure for shifting up and down though gears. -Double clutch and time shift process -instruments and controls in gear shifts -transmissions shifting procedures and patterns for conventional types • Forward driving and turning. 	2	5	7

Code	Topic	Content	Time (Hours)		
			Theor y	Practic e	Total
		<ul style="list-style-type: none"> • Operating the steering wheel gently • Performing turnings as normally occurring in traffic. • Parking at Kerb. • Make proper judgments of the vehicle length and width • Hard braking (emergency braking). • Achieving optimum braking without locking. • U-turning and turning by forward and reverse driving. • Change direction of driving on the road • Backing and Reversing. • Parking Maneuvers. 			
4.4.6	Communication on the Road.	<ul style="list-style-type: none"> • “Why Communicate?”. • Applying MSM technique (Mirror, <i>Signal, manoeuvre</i>). • Hazard communication and signs. • Decoding subtle signs and cues from other drivers. 	2	0	2
4.4.7	Speed Management.	<ul style="list-style-type: none"> • Impact of Speed on Road crashes and fatalities. • Maintaining correct following distance. (4 Second Rule) • Calculating Stopping distance. • Road surface condition and impact on vehicle stopping. • Braking Systems and techniques – ABS, gears, Engine breaks and retarders. • Freewheeling risks. • Correct cornering technique • Centre of gravity. • Shifting loads. • Downhill driving. • Relationship of Speed and visibility. • Speed influence on traffic flow. 	4	1	5
4.4.8	Space Management.	<ul style="list-style-type: none"> • The concept of space envelop • Techniques of space recovery • Positioning to ‘see and be seen’. 	1	2	3
4.4.9	Emergency Maneuvers.	<ul style="list-style-type: none"> • Optimizing Stopping distance. 	3	0	3

Code	Topic	Content	Time (Hours)		
			Theor y	Practic e	Total
		<ul style="list-style-type: none"> • Safely performing evasive turns on the road. • How to get off the road turns and return safely. • Handling brake failure and blow outs • Making quick stops and turns. 			
4.4.10	Skid Control and Recovery.	<ul style="list-style-type: none"> • Causes of Skids • Aqua-planing. • Front wheel skid and all wheel skid. • Skid Recovery Procedure. 	3	3	6
4.4.11	Adverse Driving conditions.	<ul style="list-style-type: none"> • Night Driving <ul style="list-style-type: none"> -Critical factors in night driving. -Visibility and Conspicuity • Extreme driving conditions <ul style="list-style-type: none"> - Fog - Windy condition - Heavy rain - Hot weather 	5	0	5
4.4.12	Preventive Maintenance.	<ul style="list-style-type: none"> • Defining Preventive maintenance(PM) • Kinds of PM • Drivers Obligations. • Trouble shooting, diagnostics and reporting vehicle malfunctions. 	4	1	5
4.4.13	Conditions of Carriage.	<ul style="list-style-type: none"> • Meaning and Importance of Conditions of carriage • Laws and conditions governing carriage of unaccompanied articles, parcels and freight. 	5	0	5
4.4.14	Hazardous Materials.	<ul style="list-style-type: none"> • Definition and characteristics of Hazardous vehicles. • Hazmat endorsement framework. • Classification of Hazardous Materials. • Safe handling procedure in loading and offloading. • Requirements for Hazmat transportation. 	4	1	5
4.4.15	Emergency Procedures.	<ul style="list-style-type: none"> • Basic responsibilities at a Scene of crash. • Safety precautions on crash Scene. • Responding to vehicles fires. • Spillage handling. • Incident reporting procedure. 	4	3	7

Code	Topic	Content	Time (Hours)		
			Theor y	Practic e	Total
		<ul style="list-style-type: none"> Basic First aid. 			
4.4.16	Work Planning.	<ul style="list-style-type: none"> Preparing Journey/Trip Plans. Legal limits on Duty hours /Driving hours. Completing records of duty. 	3	2	5
4.4.17	Cargo Handling.	<ul style="list-style-type: none"> Cargo Securement. Axle Weight distribution. Safe Loading and unloading. Legal aspects of loading (EAC vehicle axle load control act 2013, Traffic act Cap 403) Cargo Documentation <ul style="list-style-type: none"> Terms and Definition. Cargo Movement documentation. Pickup and Delivery procedures. Security of Cargo <ul style="list-style-type: none"> Detecting and reporting a suspicious activity at loading points/dock and transit. DO and Don'ts of personal security. Conditions of carriage for unaccompanied parcels and freight. 	7	1	8
4.4.18	Customer Care.	<ul style="list-style-type: none"> Communication skills handling customer expectations and complaints Handling persons with special needs and persons with disabilities Personal hygiene Sexual harassment and offences and discrimination 	2	0	2
4.4.19	Driving on the Road.	<ul style="list-style-type: none"> Vehicle driving Vehicle positioning Speed in different situations Hills and bends Driving through various situations Choosing and shifting lanes appropriated Changing direction by turning. Making appropriate maneuvers. Meeting oncoming traffic. Driving in dark, dim and foggy conditions. 	0	24	24

Code	Topic	Content	Time (Hours)		
			Theor y	Practic e	Total
		<ul style="list-style-type: none"> Defensive driving techniques. <ul style="list-style-type: none"> Observing others driver's behavior and attitude. Anti-carjacking techniques. Door and window management. 			
4.4.20	Examination of PLV Driver	<ul style="list-style-type: none"> Theory and Practical Exam 	2	0.5	2.5
Total			56.5	49	105.5

4.4.1 INTRODUCTION TO A PLV

Theory

4.4.1T0 Specific Objective

The trainee will be able to demonstrate knowledge of regulation of PLV.

Content

- 4.4.1T1 Regulations governing operation of PLV
- 4.4.1T2 Requirements to obtain the driver License
- 4.4.1T3 Importance / role of the vehicle as a part of the national transportation system
- 4.4.1T4 Crash rate of the vehicle

4.4.2 VEHICLE CONSTRUCTION AND CONTROLS

4.4.2c Expected Outcomes

The trainee should be able to demonstrate knowledge on vehicle construction and control.

Theory/Practice

4.4.2T/P0 Objective

By the end of this unit the learner driver should be able to:

- a) describe controls and instruments as used in light vehicles
- b) discuss the following components of a light vehicle.
- c) describe accessories of a light vehicle.
- d) discuss the light vehicle system.
- e) discuss the importance of lights and reflectors.
- f) explain wheels and tyres.
- g) describe the light vehicle body.
- h) discuss special equipment

Content

4.4.2T/P1 Controls and instruments

4.4.2T/P2 Discuss the following components of a light vehicle

- engine,
- ignition,
- accelerator
- exhaust

4.4.2T/P3 Describe light vehicle accessories

- Air-conditioning
- Anti-lock Braking System (ABS)

- Secondary Restraint System (SRS)
- 4.4.2T/P4 Discuss the light vehicle system

- Transmission system
 - Steering system
 - Braking system
 - Suspension system
- 4.4.2T/P5 Lights and reflectors
 4.4.2T/P6 Wheels and tyres
 4.4.2T/P7 Light vehicle body
 4.4.2T/P8 Special equipment

- First Aid box
- Tool box
- Warning triangles
- Fire extinguisher

4.4.3 **SELF –INSPECTION OF VEHICLE**

4.4.3c **Expected Outcomes**

The trainee should be able to perform Self Inspection of vehicle

Theory/Practice

4.4.3T/P0 **Objective**

By the end of this unit the learner driver should be able to:

- Systematically inspect a Vehicle before driving.
- Perform Post Trip inspections.
- State common vehicle anomalies during long distance driving.

Content

- 4.4.3T/P1 systematically inspecting a vehicle before driving.
 4.4.3 T/P2 Post Trip inspections.
 4.4.3T/P3 Common vehicle anomalies during long distance driving.

4.4.4 **OBSERVATION**

4.4.4c **Expected Outcomes**

The trainee should be able to correctly observe the driving environment

Theory/Practice

4.4.4 T/P0 **Objective**

By the end of this unit the learner driver should be able to:

- Maintain a 360 degree view of the vehicle.
- Describe Frontal and peripheral vision.
- Point out Blind Spots.
- Explain scanning the environment.
- Demonstrate Hazard perception & recognition.
- State types and use of driving mirrors

Content

- 4.4.4T/P1 Maintaining a 360 degree view of the vehicle.
 4.4.4T/P2 Frontal and peripheral vision.
 4.4.4T/P3 Blind Spots.
 4.4.4T/P4 Scanning the environment.
 4.4.4T/P5 Hazard perception & recognition.

4.4.4 T/P6 Types and use of driving mirrors

4.4.5 VEHICLE CONTROL (Manoeuvre yard)

4.4.5c. Expected Outcome

The trainee should be able to apply basic vehicle control skills.

4.4.5 T/P0 Objective

By the end of this unit the trainee should be able to:

- a) prepare to drive
- b) describe the necessary safety preparations for driving
- c) be able to control the movement of the car by co-coordinating pedal activities, changing gears and steering.
- d) operate the pedals with increased precision and co-ordination, especially by combined clutch/accelerator and clutch/brake, (in all vehicles).
- e) demonstrate gear changing techniques
- f) demonstrate forward driving and turning
- g) operate the steering wheel gently
- h) perform turnings as normally occurring in traffic
- i) demonstrate how to park along the kerb
- j) make appropriate judgment of the vehicle length and width, the position of the wheels and the longitudinal direction of the vehicle in relation to the road side
- k) perform hard braking (emergency braking)
- l) carry out optimum braking without locking the wheels, losing steering control or stalling the engine.
- m) perform different maneuvers
- n) apply skills in change of direction
- o) demonstrate skills in different kinds of parking

Content

4.4.5 T/P1 Driving preparation

4.4.5 T/P2 Necessary safety preparations for driving and get familiar with the names and positions of controls and instruments

4.4.5 T/P3 Car movement control

4.4.5T/P4 Car movement

- Acceleration
- Smooth start and stop

4.4.5T/P5 Operating

the pedals with increased precision and co-ordination, especially by combined clutch/accelerator and clutch/brake, (in all vehicles).

4.4.3T/P6 Changing gears while driving without losing control of other operations like steering and attention to what is happening around.

4.4.3T/P7 Driving and turning

4.4.3T/P8 Operate the steering wheel gently, get the car in right direction and keep the car on fairly correct course

4.4.3T/P9 Perform turnings

4.4.3T/P10 Parking at Kerb

4.4.3T/P11 Proper judgments of the vehicle length and width, the position of the wheels and the longitudinal direction of the vehicle in relation to the road side

4.4.3T/P12 Hard-braking (emergency braking)

4.4.3T/P13 Optimum braking without locking the wheels, losing steering control or stalling the engine.

4.4.3T/P14 U-turning by forward and reverse driving

- 4.4.3T/P15 Driving directions change
- 4.4.3T/P16 Different kinds of parking

4.4.6 COMMUNICATION ON THE ROAD

4.4.6c Expected Outcomes

The trainee should be able to correctly communicate on the road

Theory/Practice

4.4.6 T/P0 Objective

By the end of this unit the learner driver should be able to:

Explain “Why Communicate?”.

Apply MSM technique (*Mirror, Signal, manoeuvre*).

Describe Hazard communication and signs.

Decode subtle signs and cues from other drivers

Content

- 4.4.6T/P1 “Why Communicate?”.
- 4.4.6T/P2 MSM technique (*Mirror, Signal, maneuver*).
- 4.4.6T/P3 Hazard communication and signs.
- 4.4.6T/P4 Decoding subtle signs and cues from other drivers

4.4.7 SPEED MANAGEMENT

4.4.7c Expected Outcomes

The trainee should be able to correctly adopt speed to road condition.

Theory/Practice

4.4.7 T/P0 Objective

By the end of this unit the learner driver should be able to:

- a) Explain the impact of Speed on Road crashes and fatalities.
- b) Demonstrate how to maintain correct following distance. (4 Second Rule)
- c) Calculate Stopping distance.
- d) Describe Road surface condition and its impact on vehicle stopping distance.
- e) State Braking Systems and techniques.
- f) Explain freewheeling risks.
- g) Demonstrate correct cornering technique
- h) Explain the center of gravity and its impact on vehicle stability
- i) Discuss shifting loads.
- j) Demonstrate downhill driving.

Content

- 4.4.7 T/P1 Impact of Speed on Road crashes and fatalities.
- 4.4.7 T/P2 Maintaining correct following distance. (4 Second Rule)
- 4.4.7 T/P3 Calculating Stopping distance.
- 4.4.7 T/P4 Road surface condition and impact on vehicle stopping.
- 4.4.7 T/P5 Braking Systems and techniques – ABS, gears, Engine breaks and retarders.
- 4.4.7 T/P6 Freewheeling risks.
- 4.4.7 T/P7 Correct cornering technique
- 4.4.7 T/P8 Centre of gravity.
- 4.4.7 T/P9 Shifting loads.
- 4.4.7T/P10 downhill driving.

4.4.8 SPACE MANAGEMENT

4.4.8c Expected Outcomes

The trainee should be able to correctly maintain a space envelop

Theory/Practice

4.4.8 T/P0 Objective

By the end of this unit the learner driver should be able to:

- a) Explain the concept of space envelop
- b) Demonstrate the techniques of space recovery
- c) Position vehicle to 'see and be seen'.

Content

- 4.4.8 T/P1 The concept of space envelop
- 4.4.8 T/P2 Techniques of space recovery
- 4.4.8 T/P3 Positioning to 'see and be seen'.

4.4.9 EMERGENCY MANOEUVERS

4.4.9c Expected Outcomes

The trainee should be able to correctly perform emergency manoeuvres

Theory/Practice

4.4.9 T/P0 Objective

By the end of this unit the learner driver should be able to:

- a) Optimize stopping distance.
- b) Safely perform evasive turns on the road.
- c) Demonstrate how to get off the road turns and return safely.
- d) Handle brake failure and blow outs
- e) Make quick stops and turns.

Content

- 4.4.9 T/P1 Optimizing Stopping distance.
- 4.4.9 T/P2 Safely performing evasive turns on the road.
- 4.4.9 T/P3 How to get off the road turns and return safely.
- 4.4.9 T/P4 Handling brake failure and blow outs
- 4.4.9 T/P5 Making quick stops and turns.

4.4.10 SKID CONTROL AND RECOVERY

4.4.10c Expected Outcomes

The trainee should be able to correctly perform skid control and recovery

Theory/Practice

4.4.10 T/P0 Objective

By the end of this unit the learner driver should be able to:

- a) Explain causes of Skids
- b) Describe Aqua-planing.
- c) Front wheel skid and all wheel skid.
- d) Demonstrate Skid Recovery Procedure

Content

- 4.4.10 T/P1 Causes of Skids
- 4.4.10 T/P2 Aqua-planing.
- 4.4.10 T/P3 Front wheel skid and all wheel skid.
- 4.4.10 T/P4 Skid Recovery Procedure

4.4.11 ADVERSE DRIVING CONDITIONS

4.4.11c Expected Outcomes

The trainee should be able to correctly drive in adverse conditions

Theory/Practice

4.4.11 T/P0 Objective

By the end of this unit the learner driver should be able to:

- a) Explain Night Driving
 - Critical factors in night driving.
 - Visibility and Conspicuity
- b) Extreme driving conditions
 - Fog
 - Windy condition
 - Heavy rain
 - Hot weather

Content

- 4.4.11 T/P1 Night Driving
 - Critical factors in night driving.
 - Visibility and Conspicuity

- 4.4.11 T/P2 Extreme driving conditions
 - Fog
 - Windy condition
 - Heavy rain
 - Hot weather

4.4.12 PREVENTIVE MAINTAINANCE

4.4.12c Expected Outcomes

The trainee should be able to influence preventive maintenance of vehicle

Theory/Practice

4.4.12 T/P0 Objective

By the end of this unit the learner driver should be able to:

- a) Define Preventive maintenance (PM)
- b) State kinds of PM.
- c) Discuss Drivers Obligations.
- d) Trouble shoot, perform diagnostics and report vehicle malfunctions.

Content

- 4.4.12 T/P1 Defining Preventive maintenance (PM)
- 4.4.12 T/P2 Kinds of PM.
- 4.4.12 T/P3 Driver's Obligations.
- 4.4.12 T/P4 Trouble shooting, diagnostics and reporting vehicle malfunctions.

4.4.13 CONDITIONS OF CARRIAGE

4.4.13c Expected Outcomes

The trainee should be able to comply with conditions of carriage.

Theory/Practice

4.4.13 T/P0 Objective

By the end of this unit the learner driver should be able to:

- a) Define Conditions of carriage
- b) Explain importance of Conditions of carriage

- c) Outline the Laws and conditions governing carriage of unaccompanied articles, parcels and freight.

Content

- 4.4.13 T/P1 Meaning of Conditions of carriage
4.4.13 T/P2 Importance of Conditions of carriage
4.4.13 T/P3 Laws and conditions governing carriage of unaccompanied articles, parcels and freight.

4.4.14 HAZARDOUS MATERIALS

4.4.14c Expected Outcomes

The trainee should be able to safely handle and transport hazardous materials

Theory/Practice

4.4.14 T/P0 Objective

By the end of this unit the learner driver should be able to:

- a) Define characteristics of Hazardous goods.
- b) Explain Hazmat endorsement framework.
- c) Outline Classification of Hazardous Materials.
- d) Discuss Safe handling procedure in loading and offloading.
- e) Point out requirements for Hazmat transportation

Content

- 4.4.14 T/P1 Characteristics of Hazardous goods.
4.4.14 T/P2 Hazmat endorsement framework.
4.4.14 T/P3 Classification of Hazardous Materials.
4.4.14 T/P4 Safe handling procedure in loading and offloading.
4.4.14 T/P5 Requirements for Hazmat transportation.

4.4.15 EMERGENCY PROCEDURES

4.4.15c Expected Outcomes

The trainee should be able to perform emergency procedures.

Theory/Practice

4.4.15 T/P0 Objective

By the end of this unit the learner driver should be able to:

- a) Outline basic responsibilities at a scene of crash.
- b) Explain Safety precautions on crash Scene.
- c) Explain how to respond to vehicles fires.
- d) Describe Spillage handling procedure.
- e) Explain Incident reporting procedure.
- f) Demonstrate basic First aid .

Content

- 4.4.15 T/P1 Basic responsibilities at a scene of crash.
4.4.15 T/P2 Safety precautions on crash Scene.
4.4.15 T/P3 Responding to vehicles fires.
4.4.15 T/P4 Spillage handling.
4.4.15 T/P5 Incident reporting procedure.
4.4.15 T/P6 Basic First aid.

4.4.16 WORK PLANNING

4.4.16c Expected Outcomes

The trainee should be able to safely plan work.

Theory/Practice

4.4.16 T/P0 Objective

By the end of this unit the learner driver should be able to:

- a) Prepare a Journey/Trip Plan.
- b) Explain Legal limits on Duty hours /Driving hours.
- c) Completing records of duty/Work Tickets/Trip cards.

Content

4.4.16 T/P1	Preparing Journey/Trip Plans.
4.4.16 T/P2	Legal limits on Duty hours /Driving hours.
4.4.17 T/P2	Completing records of duty.

4.4.17 CARGO HANDLING

4.4.17c Expected Outcomes

The trainee should be able to handle cargo correctly.

Theory/Practice

4.4.17 T/P0 Objective

By the end of this unit the learner driver should be able to:

- a) Explain Cargo Securement.
- b) Discuss Axle Weight distribution.
- c) Outline Safe Loading and unloading procedure
- d) Point out Legal aspects of loading (EAC vehicle axle load control act 2013, Traffic act Cap 403)
- e) Discuss Cargo Documentation
 - Terms and Definition.
 - Cargo Movement documentation.
 - Pickup and Delivery procedures.
- f) Explain Security of Cargo
 - Detecting and reporting a suspicious activity at loading points/dock and transit.
 - DO and Don'ts of personal security.
- g) Discuss Conditions of carriage for unaccompanied parcels and freight

Content

4.4.17 T/P1	Cargo Securement.
4.4.17 T/P2	Axle Weight distribution.
4.4.17 T/P3	Safe Loading and unloading.
4.4.17 T/P4	Legal aspects of loading (EAC vehicle axle load control act 2013, Traffic act Cap 403)
4.4.17 T/P5	Cargo Documentation <ul style="list-style-type: none">- Terms and Definition.-Cargo Movement documentation.-Pickup and Delivery procedures.
4.4.17 T/P6	Security of Cargo <ul style="list-style-type: none">-Detecting and reporting a suspicious activity at loading points/dock and transit.-DO and Don'ts of personal security.
4.4.17 T/P7	Conditions of carriage for unaccompanied parcels and freight

4.4.18 CUSTOMER CARE

4.4.18c Expected Outcomes

The trainee should be able to handle customers with care

Theory/Practice

4.4.18 T/P0 Objective

By the end of this unit the learner driver should be able to:

- a) apply excellent communication skills at the workplace
- b) handle customer expectations and complaints competently
- c) handle persons with special needs appropriately
- d) practice personal hygiene
- e) avoid incidences of sexual harassment and any form of discrimination
- f) apply time and stress management skills

Content

4.4.18 T/P1	Communication skills
4.4.18 T/P2	handling customer expectations and complaints
4.4.18 T/P3	Handling persons with special needs and persons with disabilities
4.4.18 T/P4	Personal hygiene
4.4.18 T/P5	Sexual harassment and offences and discrimination
4.4.18 T/P6	Time and Stress management
4.4.19	DRIVING ON THE ROAD (PRACTICAL)

4.4.19c Expected outcome

The trainee will be able to drive in a defensive manner on the road to minimize the chances of a road crash

Practical

4.4.19P0 Objective

By the end of this unit, the learner driver should be able to;

- a) demonstrate vehicle driving
- b) demonstrate correct vehicle positioning
- c) Apply Speed in different situations
- d) Perform Hills and bends driving
- e) Demonstrate Driving through various situations
- f) Demonstrate Choosing and shifting lanes appropriated
- g) Perform changing direction by turning.
- h) Make appropriate maneuvers.
- i) Meet oncoming traffic.
- j) Demonstrate driving in dark, dim and foggy conditions
- k) apply defensive driving techniques
- l) practice appropriate anti carjacking techniques

Content

4.4.19 P1	Vehicle driving
4.4.19 P2	Vehicle positioning
4.4.19 P3	Speed in different situations
4.4.19 P4	Hills and bends
4.4.19 P5	Driving through various situations
4.4.19 P6	Choosing and shifting lanes appropriated
4.4.19 P7	Changing direction by turning.
4.4.19 P8	Making appropriate maneuvers.
4.4.19 P9	Meeting oncoming traffic.
4.4.19 P10	Driving in dark, dim and foggy conditions.
4.4.19P11	Defensive driving techniques <ul style="list-style-type: none">• Driver behavior and attitude

- Driver conditions and environment
- Basic road courtesy

4.4.19 P12 Anti-carjacking techniques

- Door and window management
- Safe parking
- Suspicious characters

Responsible Driving test examiner

Where At the driving test center

Time Schedule 2 Hours (T) 0.5 Hours (P)

Demands Score: Passed/not passed Overall pass mark > 70%

Materials Theory tests and driving tests sheets

4.4.8 EXAMINATION FOR PROFESSIONAL LIGHT VEHICLE

4.4.8C Expected Outcome

The trainee shall be able to acquire a certificate of competence (CoC) for driving the professional class category applied for under a driver mentor and subsequently be issued with a provisional SPDL valid for 6 months.

Theory/Practice

4.4.8T/P0 Objective

By the end of the unit the trainee will be able to pass the theory and practical driving examination for the professional class category applied.

Content

4.4.8T/P1 Theory and practical exam

Responsible Driving test examiner

Where At the driving test centre

Time Schedule 2 Hours (T) 0.5 Hours (P)

Demands Score: Passed/not passed Overall pass mark > 70%

Materials Theory tests and driving tests sheets

CHAPTER FIVE

5.0 TRAINING OF PSV DRIVERS

5.1 Minimum Requirements for enrolment to train as a Public Service Vehicle Driver

- Standard eight level of education or the equivalent.
- Should be able to read and write in the official languages.
- Police clearance certificate.
- Minimum age of 22 years for public service vehicles not exceeding 14 seats
- Driving experience of at least 4 years.
- Certificate proving medical fitness obtained within the last 6 months.
- No previous dangerous driving offence over the last 24 months.

5.2 Conditions for Upgrading to a higher capacity PSV

To obtain a License to drive a higher capacity PSV, the following conditions must be met;

- Minimum of 25 years age for PSV of between 15- 33 seats and previous 3 years driving experience of PSV not exceeding 14 seats.
- Minimum of 30 years age for PSV of 33 seats and above, and previous 4 years driving experience of 15- 33 seater PSV.
- Re- testing on both theory and practical.

5.3 Units for PSV Learner Drivers

This topic deals with parts of driver training that are valid for Public Service Vehicles.

- i. Introduction to a PSV.
- ii. Vehicle construction and controls.
- iii. Self-Inspection of Vehicle.
- iv. Observation.
- v. Vehicle control.
- vi. Communication on the Road.
- vii. Speed management.
- viii. Space Management.
- ix. Emergency Maneuvers'.
- x. Skid Control & Recovery.
- xi. Adverse Driving Conditions.
- xii. Preventive Maintenance.
- xiii. Conditions of Carriage.
- xiv. Hazardous Materials.
- xv. Emergency procedure.
- xvi. Work Planning.
- xvii. Cargo Handling.
- xviii. Customer Care.
- xix. Driving on the Road (practical).
- xx. Examination

5.4 Requirement for issuance of an PSV License

PSV License is categorized as a Professional Driver's License (PDL)

- i. Certificate of Competence (CoC) issued under this curriculum.
- ii. Certificate of membership of a professional drivers' body approved by the Authority

5.5 Unit Summary and Time Allocation

Code	Topic	Content	Time (Hours)		
			Theor y	Practic e	Total
5.4.1	Introduction to PSV.	<ul style="list-style-type: none">Regulations governing operation of PSV.Requirements to obtain the driver license.The importance/role of the vehicle as part of the national transportation system .The crash rate of the vehicle	2	0	2
5.4.2	Vehicle Construction and Controls.	<ul style="list-style-type: none">Controls and instrumentsEngine ignition, accelerator and exhaust systemInstruments and control lightsTransmission systemSteering systemBraking systemLights and reflectors	1	5	6

Code	Topic	Content	Time (Hours)		
			Theor y	Practic e	Total
		<ul style="list-style-type: none"> • Wheels, tyres and shock absorbers • The body • Special equipment, tools and accessories; fire extinguisher • Electrical system • Pre-trip inspection checks 			
5.4.3	Self- Inspection of vehicle.	<ul style="list-style-type: none"> • Systematically inspecting a Vehicle before driving. • Post Trip inspections. • Common vehicle anomalies during long distance driving. 	1	1	2
5.4.4	Observation.	<ul style="list-style-type: none"> • Maintaining a 360 degree view of the vehicle. • Frontal and peripheral vision. • Blind Spots. • Scanning the environment. • Hazard perception & recognition. • Types and use of driving mirrors. 	1.5	0.5	2
5.4.5	Vehicle Control.	<ul style="list-style-type: none"> • Making the necessary safety preparations. • Controlling movements of the car. • Basic principles of steering. • Making the car move, accelerate and stop smoothly. • Operating the pedals with increased precision and co-ordination. • Changing gears while driving without losing control. <ul style="list-style-type: none"> -Procedure for shifting up and down though gears. -Double clutch and time shift process -instruments and controls in gear shifts -transmissions shifting procedures and patterns for conventional types • Forward driving and turning. • Operating the steering wheel gently • Performing turnings as normally occurring in traffic. • Parking at Kerb. • Make proper judgments of the vehicle length and width • Hard braking (emergency braking). 	2	5	7

Code	Topic	Content	Time (Hours)		
			Theor y	Practic e	Total
		<ul style="list-style-type: none"> • Achieving optimum braking without locking. • U-turning and turning by forward and reverse driving. • Change direction of driving on the road • Backing and Reversing. • Parking Maneuvers. 			
5.4.6	Communication on the Road.	<ul style="list-style-type: none"> • “Why Communicate?”. • Applying MSM technique (Mirror, Signal, manoeuvre). • Hazard communication and signs. • Decoding subtle signs and cues from other drivers. 	2	0	2
5.4.7	Speed Management.	<ul style="list-style-type: none"> • Impact of Speed on Road crashes and fatalities. • Maintaining correct following distance. (4 Second Rule) • Calculating Stopping distance. • Road surface condition and impact on vehicle stopping. • Braking Systems and techniques – ABS, gears, Engine breaks and retarders. • Freewheeling risks. • Correct cornering technique • Centre of gravity. • Shifting loads. • Downhill driving. • Relationship of Speed and visibility. • Speed influence on traffic flow. 	4	1	5
5.4.8	Space Management.	<ul style="list-style-type: none"> • The concept of space envelop • Techniques of space recovery • Positioning to ‘see and be seen’. 	1	2	3
5.4.9	Emergency Maneuvers.	<ul style="list-style-type: none"> • Optimizing Stopping distance. • Safely performing evasive turns on the road. • How to get off the road turns and return safely. • Handling brake failure and blow outs • Making quick stops and turns. 	3	0	3
5.4.10	Skid Control and Recovery.	<ul style="list-style-type: none"> • Causes of Skids • Aqua-planing. 	3	3	6

Code	Topic	Content	Time (Hours)		
			Theor y	Practic e	Total
		<ul style="list-style-type: none"> • Front wheel skid and all wheel skid. • Skid Recovery Procedure. 			
5.4.11	Adverse Driving conditions.	<ul style="list-style-type: none"> • Night Driving <ul style="list-style-type: none"> -Critical factors in night driving. -Visibility and Conspicuity • Extreme driving conditions <ul style="list-style-type: none"> - Fog - Windy condition - Heavy rain - Hot weather 	5	0	5
5.4.12	Preventive Maintenance.	<ul style="list-style-type: none"> • Defining Preventive maintenance(PM) • Kinds of PM • Drivers Obligations. • Trouble shooting, diagnostics and reporting vehicle malfunctions. 	4	1	5
5.4.13	Conditions of Carriage.	<ul style="list-style-type: none"> • Meaning and Importance of Conditions of carriage • Laws and conditions governing carriage of unaccompanied articles, parcels and freight. 	5	0	5
5.4.14	Hazardous Materials.	<ul style="list-style-type: none"> • Definition and characteristics of Hazardous vehicles. • Hazmat endorsement framework. • Classification of Hazardous Materials. • Safe handling procedure in loading and offloading. • Requirements for Hazmat transportation. 	4	1	5
5.4.15	Emergency Procedures.	<ul style="list-style-type: none"> • Basic responsibilities at a Scene of crash. • Safety precautions on crash Scene. • Responding to vehicles fires. • Spillage handling. • Incident reporting procedure. • Basic First aid. 	4	3	7
5.4.16	Work Planning.	<ul style="list-style-type: none"> • Preparing Journey/Trip Plans. • Legal limits on Duty hours /Driving hours. • Completing records of duty. 	3	2	5
5.4.17	Cargo Handling.	<ul style="list-style-type: none"> • Cargo Securement. • Axle Weight distribution. 	7	1	8

Code	Topic	Content	Time (Hours)		
			Theor y	Practic e	Total
		<ul style="list-style-type: none"> • Safe Loading and unloading. • Legal aspects of loading (EAC vehicle axle load control act 2013, Traffic act Cap 403) • Cargo Documentation <ul style="list-style-type: none"> - Terms and Definition. -Cargo Movement documentation. -Pickup and Delivery procedures. • Security of Cargo <ul style="list-style-type: none"> -Detecting and reporting a suspicious activity at loading points/dock and transit. -DO and Don'ts of personal security. • Conditions of carriage for unaccompanied parcels and freight. 			
5.4.18	Customer Care.	<ul style="list-style-type: none"> • Communication skills • handling customer expectations and complaints • Handling persons with special needs and persons with disabilities • Personal hygiene • Sexual harassment and offences and discrimination 	2	0	2
5.4.19	Driving on the Road.	<ul style="list-style-type: none"> • Vehicle driving • Vehicle positioning • Speed in different situations • Hills and bends • Driving through various situations • Choosing and shifting lanes appropriated • Changing direction by turning. • Making appropriate maneuvers. • Meeting oncoming traffic. • Driving in dark, dim and foggy conditions. • Defensive driving techniques. <ul style="list-style-type: none"> - Observing others driver's behavior and attitude. - Anti-carjacking techniques. - Door and window management. 	0	24	24
5.4.20	Examination of PSV Driver	<ul style="list-style-type: none"> • Theory and Practical Exam 	2	0.5	2.5

Code	Topic	Content	Time (Hours)		
			Theor y	Practic e	Total
Total			56.5	49	105.5

5.5.1 INTRODUCTION TO A PSV

Theory

5.5.1T0 Specific Objective

The trainee will be able to demonstrate knowledge of regulation of PSV.

Content

- 5.5.1T1 Regulations governing operation of PSV.
- 5.5.1T2 Requirements to obtain the driver License
- 5.5.1T3 Importance / role of the vehicle as a part of the national transportation system
- 5.5.1T4 Crash rate of the vehicle

5.5.2 VEHICLE CONSTRUCTION AND CONTROLS

5.5.2c Expected Outcomes

The trainee should be able to demonstrate knowledge on vehicle construction and control.

Theory/Practice

5.5.2T/P0 Objective

By the end of this unit the learner driver should be able to:

- a) describe controls and instruments as used in light vehicles
- b) discuss the following components of a light vehicle.
- c) describe accessories of a light vehicle.
- d) discuss the light vehicle system.
- e) discuss the importance of lights and reflectors.
- f) explain wheels and tyres.
- g) describe the light vehicle body.
- h) discuss special equipment

Content

- 5.5.2T/P1 Controls and instruments
- 5.5.2T/P2 Discuss the following components of a light vehicle
 - Engine
 - Ignition
 - Accelerator
 - Exhaust
- 5.5.2T/P3 Describe light vehicle accessories
 - Air-conditioning
 - Anti-lock Braking System (ABS)
 - Secondary Restraint System (SRS)
- 5.5.2T/P4 Discuss the light vehicle system transmission
 - Transmission system
 - Steering system
 - Braking system
 - Suspension system
- 5.5.2T/P5 Lights and reflectors

- 5.5.2T/P6 Wheels and tyres
- 5.5.2T/P7 Light vehicle body
- 5.5.2T/P8 Special equipment
 - First Aid box
 - Tool box
 - Warning triangles
 - Fire extinguisher

5.4.3 **SELF –INSPECTION OF VEHICLE**

5.4.3c **Expected Outcomes**

The trainee should be able to perform Self Inspection of vehicle

Theory/Practice

5.4.3T/P0 **Objective**

By the end of this unit the learner driver should be able to:

- a) Systematically inspect a Vehicle before driving.
- b) Perform Post Trip inspections.
- c) State common vehicle anomalies during long distance driving.

Content

- 5.4.3T/P1 systematically inspecting a vehicle before driving.
- 5.4.3 T/P2 Post Trip inspections.
- 5.4.3T/P3 Common vehicle anomalies during long distance driving.

5.4.4 **OBSERVATION**

5.4.4c **Expected Outcomes**

The trainee should be able to correctly observe the driving environment

Theory/Practice

5.4.4 T/P0 **Objective**

By the end of this unit the learner driver should be able to:

- a) Maintain a 360 degree view of the vehicle.
- b) Describe Frontal and peripheral vision.
- c) Point out Blind Spots.
- d) Explain scanning the environment.
- e) Demonstrate Hazard perception & recognition.
- f) State types and use of driving mirrors

Content

- 5.4.4T/P1 Maintaining a 360 degree view of the vehicle.
- 5.4.4T/P2 Frontal and peripheral vision.
- 5.4.4T/P3 Blind Spots.
- 5.4.4T/P4 Scanning the environment.
- 5.4.4T/P5 Hazard perception & recognition.
- 5.4.4 T/P6 Types and use of driving mirrors

5.4.5 **VEHICLE CONTROL (Manoeuvre yard)**

5.4.5c. **Expected Outcome**

The trainee should be able to apply basic vehicle control skills.

5.4.5 T/P0 **Objective**

By the end of this unit the trainee should be able to:

- a) prepare to drive

- b) describe the necessary safety preparations for driving
- c) be able to control the movement of the car by co-coordinating pedal activities, changing gears and steering.
- d) operate the pedals with increased precision and co-ordination, especially by combined clutch/accelerator and clutch/brake, (in all vehicles).
- e) demonstrate gear changing techniques
- f) demonstrate forward driving and turning
- g) operate the steering wheel gently
- h) perform turnings as normally occurring in traffic
- i) demonstrate how to park along the kerb
- j) make appropriate judgment of the vehicle length and width, the position of the wheels and the longitudinal direction of the vehicle in relation to the road side
- k) perform hard braking (emergency braking)
- l) carry out optimum braking without locking the wheels, losing steering control or stalling the engine.
- m) perform different maneuvers
- n) apply skills in change of direction
- o) demonstrate skills in different kinds of parking

Content

- 5.4.5 T/P1 Driving preparation
- 5.4.5 T/P2 Necessary safety preparations for driving and get familiar with the names and positions of controls and instruments
- 5.4.5 T/P3 Car movement control
- 5.4.5T/P4 Car movement
 - Acceleration
 - Smooth start and stop
- 5.4.5T/P5 Operating
 - the pedals with increased precision and co-ordination, especially by combined clutch/accelerator and clutch/brake, (in all vehicles).
- 5.4.3T/P6 Changing gears while driving without losing control of other operations like steering and attention to what is happening around.
- 5.4.3T/P7 Driving and turning
- 5.4.3T/P8 Operate the steering wheel gently, get the car in right direction and keep the car on fairly correct course
- 5.4.3T/P9 Perform turnings
- 5.4.3T/P10 Parking at Kerb
- 5.4.3T/P11 Proper judgments of the vehicle length and width, the position of the wheels and the longitudinal direction of the vehicle in relation to the road side
- 5.4.3T/P12 Hard-braking (emergency braking)
- 5.4.3T/P13 Optimum braking without locking the wheels, losing steering control or stalling the engine.
- 5.4.3T/P14 U-turning by forward and reverse driving
- 5.4.3T/P15 Driving directions change
- 5.4.3T/P16 Different kinds of parking

5.4.6 COMMUNICATION ON THE ROAD

5.4.6c Expected Outcomes

The trainee should be able to correctly communicate on the road

Theory/Practice

5.4.6 T/P0 Objective

By the end of this unit the learner driver should be able to:

- a. Explain “Why Communicate?”.
- b. Apply MSM technique (Mirror, *Signal, manoeuvre*).
- c. Describe Hazard communication and signs.
- d. Decode subtle signs and cues from other drivers

Content

5.4.6T/P1	“Why Communicate?”.
5.4.6T/P2	MSM technique (Mirror, <i>Signal, maneuver</i>).
5.4.6T/P3	Hazard communication and signs.
5.4.6T/P4	Decoding subtle signs and cues from other drivers

5.4.7 SPEED MANAGEMENT

5.4.7c Expected Outcomes

The trainee should be able to correctly adopt speed to road condition.

Theory/Practice

5.4.7 T/P0 Objective

By the end of this unit the learner driver should be able to:

- a) Explain the impact of Speed on Road crashes and fatalities.
- b) Demonstrate how to maintain correct following distance. (4 Second Rule)
- c) Calculate Stopping distance.
- d) Describe Road surface condition and its impact on vehicle stopping distance.
- e) State Braking Systems and techniques.
- f) Explain freewheeling risks.
- g) Demonstrate correct cornering technique
- h) Explain the center of gravity and its impact on vehicle stability
- i) Discuss shifting loads.
- j) Demonstrate downhill driving.

Content

5.4.7 T/P1	Impact of Speed on Road crashes and fatalities.
5.4.7 T/P2	Maintaining correct following distance. (4 Second Rule)
5.4.7 T/P3	Calculating Stopping distance.
5.4.7.T/P4	Road surface condition and impact on vehicle stopping.
5.4.7 T/P5	Braking Systems and techniques – ABS, gears, Engine breaks and retarders.
5.4.7 T/P6	Freewheeling risks.
5.4.7 T/P7	Correct cornering technique
5.4.7 T/P8	Centre of gravity.
5.4.7 T/P9	Shifting loads.
5.4.7T/P10	downhill driving.

5.4.8 SPACE MANAGEMENT

5.4.8c Expected Outcomes

The trainee should be able to correctly maintain a space envelop

Theory/Practice

5.4.8 T/P0 Objective

By the end of this unit the learner driver should be able to:

- a) Explain the concept of space envelop
- b) Demonstrate the techniques of space recovery

- c) Position vehicle to 'see and be seen'.

Content

- 5.4.8 T/P1 The concept of space envelop
5.4.8 T/P2 Techniques of space recovery
5.4.8 T/P3 Positioning to be 'see and be seen'.

5.4.9 EMERGENCY MANOEUVERS

5.4.9c Expected Outcomes

The trainee should be able to correctly perform emergency maneuvers

Theory/Practice

5.4.9 T/P0 Objective

By the end of this unit the learner driver should be able to:

- a) Optimize stopping distance.
- b) Safely perform evasive turns on the road.
- c) Demonstrate how to get off the road turns and return safely.
- d) Handle brake failure and blow outs
- e) Make quick stops and turns.

Content

- 5.4.9 T/P1 Optimizing Stopping distance.
5.4.9 T/P2 Safely performing evasive turns on the road.
5.4.9 T/P3 How to get off the road turns and return safely.
5.4.9 T/P4 Handling brake failure and blow outs
5.4.9 T/P5 Making quick stops and turns.

5.4.10 SKID CONTROL AND RECOVERY

5.4.10c Expected Outcomes

The trainee should be able to correctly perform skid control and recovery

Theory/Practice

5.4.10 T/P0 Objective

By the end of this unit the learner driver should be able to:

- a. Explain causes of Skids
- b. Describe Aqua-planing.
- c. Front wheel skid and all wheel skid.
- d. Demonstrate Skid Recovery Procedure

Content

- 5.4.10 T/P1 Causes of Skids
5.4.10 T/P2 Aqua-planing.
5.4.10 T/P3 Front wheel skid and all wheel skid.
5.4.10 T/P4 Skid Recovery Procedure

5.4.11 ADVERSE DRIVING CONDITIONS

5.4.11c Expected Outcomes

The trainee should be able to correctly drive in adverse conditions

Theory/Practice

5.4.11 T/P0 Objective

By the end of this unit the learner driver should be able to:

- a) Explain Night Driving

- Critical factors in night driving.
- Visibility and Conspicuity
- b) Extreme driving conditions
 - Fog
 - Windy condition
 - Heavy rain
 - Hot weather

Content

- 5.4.11 T/P1 Night Driving
- Critical factors in night driving.
 - Visibility and Conspicuity
- 5.4.11 T/P2 Extreme driving conditions
- Fog
 - Windy condition
 - Heavy rain
 - Hot weather

5.4.12 PREVENTIVE MAINTAINANCE

5.4.12c Expected Outcomes

The trainee should be able to influence preventive maintenance of vehicle

Theory/Practice

5.4.12 T/P0 Objective

By the end of this unit the learner driver should be able to:

- a) Define Preventive maintenance (PM)
- b) State kinds of PM.
- c) Discuss Drivers Obligations.
- d) Trouble shoot, perform diagnostics and report vehicle malfunctions.

Content

- 5.4.12 T/P1 Defining Preventive maintenance (PM)
- 5.4.12 T/P2 Kinds of PM.
- 5.4.12 T/P3 Driver's Obligations.
- 5.4.12 T/P4 Trouble shooting, diagnostics and reporting vehicle malfunctions.

5.4.13 CONDITIONS OF CARRIAGE

5.4.13c Expected Outcomes

The trainee should be able to comply with conditions of carriage.

Theory/Practice

5.4.13 T/P0 Objective

By the end of this unit the learner driver should be able to:

- a) Define Conditions of carriage
- b) Explain importance of Conditions of carriage
- c) Outline the Laws and conditions governing carriage of unaccompanied articles, parcels and freight.

Content

- 5.4.13 T/P1 Meaning of Conditions of carriage
- 5.4.13 T/P2 Importance of Conditions of carriage
- 5.4.13 T/P3 Laws and conditions governing carriage of unaccompanied articles, parcels and freight.

5.4.14 HARZADOUS MATERIALS

5.4.14c Expected Outcomes

The trainee should be able to safely handle and transport hazardous materials

Theory/Practice

5.4.14 T/P0 Objective

By the end of this unit the learner driver should be able to:

- a) Define characteristics of Hazardous goods.
- b) Explain Hazmat endorsement framework.
- c) Outline Classification of Hazardous Materials.
- d) Discuss Safe handling procedure in loading and offloading.
- e) Point out requirements for Hazmat transportation

Content

- 5.4.14 T/P1 Characteristics of Hazardous goods.
- 5.4.14 T/P2 Hazmat endorsement framework.
- 5.4.14 T/P3 Classification of Hazardous Materials.
- 5.4.14 T/P4 Safe handling procedure in loading and offloading.
- 5.4.14 T/P5 Requirements for Hazmat transportation.

5.4.15 EMERGENCY PROCEDURES

5.4.15c Expected Outcomes

The trainee should be able to perform emergency procedures.

Theory/Practice

5.4.15 T/P0 Objective

By the end of this unit the learner driver should be able to:

- a) Outline basic responsibilities at a scene of crash.
- b) Explain Safety precautions on crash Scene.
- c) Explain how to respond to vehicles fires.
- d) Describe Spillage handling procedure.
- e) Explain Incident reporting procedure.
- f) Demonstrate basic First aid .

Content

- 5.4.15 T/P1 Basic responsibilities at a scene of crash.
- 5.4.15 T/P2 Safety precautions on crash Scene.
- 5.4.15 T/P3 Responding to vehicles fires.
- 5.4.15 T/P4 Spillage handling.
- 5.4.15 T/P5 Incident reporting procedure.
- 5.4.15 T/P6 Basic First aid.

5.4.16 WORK PLANNING

5.4.16c Expected Outcomes

The trainee should be able to safely plan work.

Theory/Practice

5.4.16 T/P0 Objective

By the end of this unit the learner driver should be able to:

- a) Prepare a Journey/Trip Plan.
- b) Explain Legal limits on Duty hours /Driving hours.
- c) Completing records of duty/Work Tickets/Trip cards.

Content

- 5.4.16 T/P1 Preparing Journey/Trip Plans.
- 5.4.16 T/P2 Legal limits on Duty hours /Driving hours.
- 5.4.17 T/P2 Completing records of duty.

5.4.17 CARGO HANDLING

5.4.17c Expected Outcomes

The trainee should be able to handle cargo correctly.

Theory/Practice

5.4.17 T/P0 Objective

By the end of this unit the learner driver should be able to:

- a) Explain Cargo Securement.
- b) Discuss Axle Weight distribution.
- c) Outline Safe Loading and unloading procedure
- d) Point out Legal aspects of loading (EAC vehicle axle load control act 2013, Traffic act Cap 403)
- e) Discuss Cargo Documentation
 - Terms and Definition.
 - Cargo Movement documentation.
 - Pickup and Delivery procedures.
- f) Explain Security of Cargo
 - Detecting and reporting a suspicious activity at loading points/dock and transit.
 - DO and Don'ts of personal security.
- g) Discuss Conditions of carriage for unaccompanied parcels and freight

Content

- 5.4.17 T/P1 Cargo Securement.
- 5.4.17 T/P2 Axle Weight distribution.
- 5.4.17 T/P3 Safe Loading and unloading.
- 5.4.17 T/P4 Legal aspects of loading (EAC vehicle axle load control act 2013, Traffic act Cap 403)
- 5.4.17 T/P5 Cargo Documentation
 - Terms and Definition.
 - Cargo Movement documentation.
 - Pickup and Delivery procedures.
- 5.4.17 T/P6 Security of Cargo
 - Detecting and reporting a suspicious activity at loading points/dock and transit.
 - DO and Don'ts of personal security.
- 5.4.17 T/P7 Conditions of carriage for unaccompanied parcels and freight

5.4.18 CUSTOMER CARE

5.4.18c Expected Outcomes

The trainee should be able to handle customers with care

Theory/Practice

5.4.18 T/P0 Objective

By the end of this unit the learner driver should be able to:

- a) apply excellent communication skills at the workplace
- b) handle customer expectations and complaints competently
- c) handle persons with special needs appropriately
- d) practice personal hygiene
- e) avoid incidences of sexual harassment and any form of discrimination

- f) apply time and stress management skills

Content

5.4.18 T/P1	Communication skills
5.4.18 T/P2	handling customer expectations and complaints
5.4.18 T/P3	Handling persons with special needs and persons with disabilities
5.4.18 T/P4	Personal hygiene
5.4.18 T/P5	Sexual harassment and offences and discrimination
5.4.18 T/P6	Time and Stress management

5.4.19 DRIVING ON THE ROAD (PRACTICAL)

5.4.19c Expected outcome

The trainee will be able to drive in a defensive manner on the road to minimize the chances of a road crash

Practical

5.4.19P0 Objective

By the end of this unit, the learner driver should be able to;

- a. demonstrate vehicle driving
- b. demonstrate correct vehicle positioning
- c. Apply Speed in different situations
- d. Perform Hills and bends driving
- e. Demonstrate Driving through various situations
- f. Demonstrate Choosing and shifting lanes appropriated
- g. Perform changing direction by turning.
- h. Make appropriate maneuvers.
- i. Meet oncoming traffic.
- j. Demonstrate driving in dark, dim and foggy conditions
- k. apply defensive driving techniques
- l. practice appropriate anti carjacking techniques

Content

5.4.19 P1	Vehicle driving
5.4.19 P2	Vehicle positioning
5.4.19 P3	Speed in different situations
5.4.19 P4	Hills and bends
5.4.19 P5	Driving through various situations
5.4.19 P6	Choosing and shifting lanes appropriated
5.4.19 P7	Changing direction by turning.
5.4.19 P8	Making appropriate maneuvers.
5.4.19 P9	Meeting oncoming traffic.
5.4.19 P10	Driving in dark, dim and foggy conditions.
5.4.19P11	Defensive driving techniques <ul style="list-style-type: none"> • Driver behavior and attitude • Driver conditions and environment • Basic road courtesy
5.4.19 P12	Anti-carjacking techniques <ul style="list-style-type: none"> • Door and window management • Safe parking • Suspicious characters

Responsible Driving test examiner
Where At the driving test center
Time Schedule 2 Hours (T) 0.5 Hours (P)
Demands Score: Passed/not passed Overall pass mark > 70%
Materials Theory tests and driving tests sheets

5.5.20 EXAMINATION FOR PSVS

5.5.20C Expected Outcome

The trainee shall be able to acquire a certificate of competence (CoC) for driving the professional class category applied for under a driver mentor and subsequently be issued with a provisional SPDL valid for 6 months.

Theory/Practice

5.5.20T/P0 Objective

By the end of the unit the trainee will be able to pass the theory and practical driving examination for the professional class category applied.

Content

5.5.208T/P1 Theory and practical exam.

Responsible Driving test examiner

Where At the driving test centre

Time Schedule 2 Hours (T) 0.5 Hours (P)

Demands Score: Passed/not passed Overall pass mark > 70%

Materials Theory tests and driving tests sheets

CHAPTER SIX

6.0 TRAINING OF MOTOR CYCLE TAXI AND THREE WHEELER DRIVERS

6.1 Minimum Requirements for enrolment to train as a motorcycle rider

- i) Standard eight level of education or the equivalent.
- ii) Minimum age of 18 years.
- iii) Police clearance certificate (for motorcycle taxi).
- iv) No record of dangerous driving offence over the last 24 months.
- v) Medical test certificate obtained within the last 6 months.

6.2 Units for Motor Cycle Learner Riders

This passage deals with parts of rider training that are valid for riders only.

Knowledge, skills and other abilities are of different kinds and may be developed to different levels, as described above, depending on content area and the situations to cope with. The topics in this passage are grouped into the following parts;

- i) Introduction to motorcycles
- ii) Motorcycle parts and controls
- iii) Basic Motorcycle Control ((Maneuver yard))
- iv) Riding on the Road (practical)

6.3 Requirement for issuance of a Motorcycle PSV License.

A motorcycle PSV License is categorized as a Professional Driver's License (PDL)

- i) Certificate of Competence (CoC) issued under this curriculum.
- ii) Certificate of membership of a professional drivers' body approved by the Authority.

6.4 Units Summary and Time Allocation

Code	Topic	Content	Time (Hours)		
			Theory	Practice	Total
6.4.1	Introduction to Motorcycle taxis and three wheelers	<ul style="list-style-type: none"> • Importance/Role of the motorcycle taxi and three wheelers as a part of the national transportation system • Characteristics of the motorcycle taxi in traffic/on the road • Crash rate of the motorcycle taxi • Categories of motorcycle • Requirements to obtain the rider's license 	2	0	2
6.4.2	Motorcycle Parts and Controls	<ul style="list-style-type: none"> • Proper use of protective gear for the motorcyclists including proper fastening of helmets • Proper way to carry passengers and goods • Controls • Instruments and control lights • Engine, ignition, accelerator and exhaust system • Transmission system • Steering system • Brake system • Lights and reflectors • Wheels, tyres and shock absorbers • The body • Rider's gear • Legal requirements 	2	1	3
6.6.3	Basic Motorcycle Riding (Manoeuvre yard)	<ul style="list-style-type: none"> • Preparations for riding – stability • Controlling movements of the motorcycle • Forward riding and turning operate the steering wheel • Perform turnings as normally occurring in traffic • Make proper judgements of the length and width of the motorcycle (sizing), the position of the wheels roadside • Hard braking (emergency) • U-turning and turning by forward and reverse riding 	1	5	6

Code	Topic	Content	Time (Hours)		
			Theory	Practice	Total
		<ul style="list-style-type: none"> Changing direction of driving on the road, safely depending on conditions Parking in different kinds of parking spaces to be able to perform different parking make the necessary safety preparations for riding 			
6.6.4	Riding on the Road (Practical)	<ul style="list-style-type: none"> Moving off, driving ahead, stopping Positioning in different environments Choice of speed in different situations depending on circumstances Hill riding Riding through bends Approaching and passing Railway Crossing Lane shift and choice of lanes Turning in order to ride in opposite direction Passing stationary vehicles and pedestrians Meeting oncoming traffic Riding ahead of or behind other road users Overtaking Approaching different kinds of junctions with or without restricted view Riding in dark and dim lighting Riding side by side Approaching riding in and leaving roundabouts Parking and stopping 	0	15	15
6.6.5	Customer Care	<ul style="list-style-type: none"> Communication skills Handling customer expectations and complaints Handling persons with special needs Personal hygiene Sexual harassment and offences 	2	0	2

Code	Topic	Content	Time (Hours)		
			Theory	Practice	Total
6.6.6	Introduction to Defensive Driving	<ul style="list-style-type: none"> • Main objective of defensive driving • Maintain safe distance • Competitive driving • Defensive driving techniques • Recognizing hazards • Anticipating special road conditions • Anticipating range of pedestrians • Manoeuvring out of clusters 	4	4	8
6.6.7	Riding on the Road (Practical)	<ul style="list-style-type: none"> • Defensive driving techniques • Appropriate anti carjacking techniques 	2	0.5	2.5
6.6.8	Examination Motorcycle taxi and three wheelers	<ul style="list-style-type: none"> • Theory and practical exam 	2	0.5	2.5
Total			13	25.5	38.5

6.6.1 INTRODUCTION TO MOTORCYCLE TAXI AND THREE WHEELERS

Theory/Practice

6.6.1T/P0 Objective

The learner rider will be able to understand the category of motorcycle construction and controls, controlling the motorcycle and riding on the road.

Content

- 6.6.1T/P1 Importance / role of the motorcycle as a part of the national transportation system
- 6.6.1T/P2 Characteristics of the motorcycle in traffic / on the road
- 6.6.1T/P3 Crash rate of the motorcycle
- 6.6.1T/P4 Categories of motorcycles
- 6.6.1T/P5 Requirements to obtain the rider's License

6.6.2 MOTORCYCLE PARTS AND CONTROLS

Theory/Practice

6.6.2T/P0 Objective

- a. The learner rider will be able to understand the construction and controls of the vehicle such that it will facilitate the learning of correct and careful operation and safe performance of the various maneuvers later on the road.
- b. The learner rider will be familiar with the safety requirements of the components of the vehicle to such an extent that he or she is able to check for deficiencies or defects important for road safety. The learner rider will therefore be able to;
 - c. point out and name the important parts, instruments and controls
 - d. read and explain the meaning of the instruments and control lights
 - e. state legal requirements for equipment, when applicable
 - f. know the general principles about how the main components/systems works
 - g. state the content of the safety requirements
 - h. Check that the safety requirements are satisfied.
 - i. Know about signs of and reasons for defects of the safety of the vehicle.

- j. Know about safety as a critical component of the motorcycle.

Content

6.6.2T/P1	Proper use of protective gear for the motorcyclists- Including proper fastening of helmets
6.6.2T/P2	Proper way to carry passengers and goods
6.6.2T/P3	Controls
6.6.2T/P4	Instruments and control lights
6.6.2T/P5	Engine, ignition, accelerator and exhaust system
6.6.2T/P6	Transmission system
6.6.2T/P7	Steering system
6.6.2T/P7	Brake system
6.6.2T/P9	Lights and reflectors
6.6.2T/P10	Wheels, tyres and shock absorbers
6.6.2T/P11	The Motorcycle body
6.6.2T/P12	Rider's gear
6.6.2T/P13	Legal requirements

6.6.3 BASIC MOTORCYCLE RIDING

Theory/Practice

6.6.3T/P0 Objectives

- To bring the learner rider, in a (Maneuver yard), up to such a level in riding skills that he is able to control the motorcycle in all maneuvers automatically, at low and moderate speed.
- To be able to make the motorcycle move, accelerate and stop smoothly and without stalling the engine
- To be able to operate the pedals with increased precision and co-ordination, especially by combined clutch/accelerator and clutch/brake

Content

6.6.3T/P1	Preparations for riding- stability
6.6.3T/P2	Controlling movements of the motorcycle by co-coordinating pedal activities, changing gears and steering
6.6.3T/P3	Forward riding and turning
6.6.3T/P4	Operate the steering wheel gently, get the motorcycle in right direction and keep the motorcycle on fairly correct course
6.6.3T/P5	Perform turnings as normally occurring in traffic
6.6.3T/P6	Make proper judgments of the length and width of the motorcycle (sizing), the position of the wheels and the longitudinal direction of the car in relation to the roadside
6.6.3T/P7	Hard braking (emergency braking)-Achieve optimum braking without locking the wheels, losing steering control or stalling the engine.
6.6.3T/P8	U-turning and turning by forward and reverse riding
6.6.3T/P9	Changing direction of driving on the road, safely depending on conditions
6.6.3T/P10	Parking in different kinds of parking spaces-To be able to perform different parking
6.1.3T/P11	Make the necessary safety preparations for riding and get familiar with the names and positions of controls and instruments

6.6.4 RIDING ON THE ROAD (PRACTICAL)

6.6.4c Expected Outcomes

The trainee should be able to ride a motorcycle on the road

Theory/Practice

6.6.4T/P0 Objectives

By the end of this unit the trainee should be able to:

- a) Start off, ride ahead, and stop.
- b) Position self in different environments.
- c) Choose the appropriate speed in different situations.
- d) Ride on a hill.
- e) Ride through bends.
- f) Approach and cross railways.
- g) Choose and shift lanes.
- h) Turn and ride in opposite direction.
- i) Pass stationary vehicles and pedestrians.
- j) Meet oncoming traffic.
- k) Ride ahead or behind other road-users.
- l) overtake
- m) Approach different kinds of junctions, with or without signals and with or without restricted view
- n) Ride in different kinds of junctions (straight through or turning left or right), with or without signals and with or without obligation to give right-of-way
- o) Ride in dark and dim lighting
- p) ride side by side
- q) Approach, ride in and leave roundabouts.
- r) stop and park

Content

- 6.6.4T/P1 Starting off, driving ahead, stopping
- 6.6.4T/P2 Position in different environments
- 6.6.4T/P3 Speed choice in different situations
- 6.6.4T/P4 Hill riding
- 6.6.4T/P5 Bends
- 6.6.4T/P6 Railway Crossings
- 6.6.4T/P7 Lanes choice and change
- 6.6.4T/P8 Direction change
- 6.6.4T/P9 Stationary vehicles and pedestrian overtaking
- 6.6.4T/P10 Oncoming traffic
- 6.6.4T/P11 Multiple road-users
- 6.6.4T/P12 Overtaking.
- 6.6.4T/P13 Junctions, with or without signals and with or without restricted view
- 6.6.4T/P14 Junctions (straight through, left or right turn), with or without signals and with or without obligation to give right-of-way
- 6.4T/P15 Dark and dim lighting
- 6.6.4T/P16 Side by side riding
- 6.6.4T/P17 Roundabouts
- 6.6.4T/P18 Parking

6.6.5 CUSTOMER CARE

6.6.5c Expected outcome

The trainee shall be able to acquire superior customer care skills, knowledge and attitudes

Theory

6.6.5T0 Objective

By the end of this unit, the learner driver should be able to:

- a) apply excellent communication skills at the workplace
- b) handle customer expectations and complaints competently
- c) handle persons with special needs appropriately
- d) practice personal hygiene
- e) avoid incidences of sexual harassment and any form of discrimination
- f) apply time and stress management skills

Content

6.6.5T1	Communication skills
6.6.5.6T2	Customer expectations and complaints
6.6.5.7T3	Persons with special needs
6.6.5.8T4	Personal hygiene and presentation
6.6.5.9T5	Sexual harassment and offences
6.6.5.10T6	Time and Stress management

6.6.6 INTRODUCTION TO DEFENSIVE DRIVING

6.6.6c Expected Outcome

The trainee should be able to appreciate the basics of defensive driving

Theory/Practice

6.6.6T/P0 Objectives

By the end of this unit the learner driver should be able to:

- a) define the term defensive driving
- b) discuss the importance of learning defensive driving
- c) explain the purpose of maintaining a safe distance
- d) explain competitive driving
- e) apply defensive driving techniques
- f) recognize moving and stationary hazards
- g) anticipate special road conditions
- h) anticipate range of pedestrians
- i) manoeuvre out of traffic clusters

Content

6.6.6T/P1	Introduction to defensive driving
6.6.6T/P2	Main objectives of defensive driving
6.6.6T/P3	Safe distance
6.6.6T/P4	Competitive driving
6.6.6T/P5	Defensive driving techniques
6.6.6T/P6	Moving and stationary hazards
6.6.6T/P7	Special road conditions <ul style="list-style-type: none"> • Foggy weather • Falling rocks • Slippery surface • Road under construction • Meandering terrains • Dusty roads • Glaring sun
6.6.6T/P8	Pedestrians range
6.6.6T/P9	manoeuvring out of traffic clusters

6.6.7 RIDING ON THE ROAD (PRACTICAL)

6.6.7c Expected outcome

The trainee will be able to drive in a defensive manner on the road to minimize the chances of a road crash

Practical

6.6.7P0 Objective

By the end of this unit, the learner driver should be able to:

- a) Apply defensive driving techniques
- b) Practice appropriate anti carjacking techniques

Content

- 6.6.7P1 Defensive driving techniques
- 6.6.7P2 Appropriate anti-hijacking techniques
- Practical exam

Responsible Driving test examiner

Where At the driving test center

Time Schedule 2 Hours (T) 0.5 Hours (P)

Demands Score: Passed/not passed Overall pass mark > 70%

Materials Theory tests and driving tests sheets

6.6.8 EXAMINATION FOR MOTORCYCLE TAXI AND THREE WHEELERS

6.6.8C Expected Outcome

The trainee shall be able to acquire a certificate of competence (CoC) for driving the professional class category applied for under a driver mentor and subsequently be issued with a provisional SPDL valid for 6 months.

Theory/Practice

6.6.8T/P0 Objective

By the end of the unit the trainee will be able to pass the theory and practical driving examination for the professional class category applied.

Content

6.6.8T/P1 Theory and practical exam.

Responsible Driving test examiner

Where At the driving test centre

Time Schedule 2 Hours (T) 0.5 Hours (P)

Demands Score: Passed/not passed Overall pass mark > 70%

Materials Theory tests and driving tests sheets

CHAPTER SEVEN

7.0 TRAINING OF TRUCK DRIVERS

7.1 Minimum Requirements for enrolment to train as a Light Goods Vehicle Driver

- i) Standard eight level of education.
- ii) Must be able to read and write in the official languages.
- iii) Minimum age of 22 years.
- iv) Minimum 4 years driving experience.
- v) No previous dangerous driving offence over the last 24 months.
- vi) Police clearance certificate.
- vii) Medical test certification obtained within the last 6 months.

7.2. Minimum Requirements for enrolment to train as a Medium Goods Vehicle Driver

- i) Standard eight level of education
- ii) Must be able to read and write in the official languages.
- iii) Minimum age of 24 years for light truck and 4 years driving experience
- iv) No previous dangerous driving offence over the last 24 months.
- v) Police clearance certificate.
- vi) Medical test certification obtained within the last 6 months.

7.3 Conditions for upgrading to a higher capacity HGV

To obtain a License to drive a higher capacity HGV, the following conditions must be met:

- i) Minimum age of 24 years for medium truck and previous driving experience of 2 years of the light or medium truck.
- ii) Minimum age of 28 years and at least 4 years driving experience of the medium truck.
- iii) Minimum age of 30 years for Special HGV (Hazardous goods)
- iv) Train on Unit 25 for Special HGV(hazardous goods)
- v) Re- testing on both theory and practical.

7.4 Units for truck drivers

- i) Introduction to Driving Trucks
- ii) Vehicle construction and controls.
- iii) Self-Inspection of Vehicle.
- iv) Observation.
- v) Vehicle control.
- vi) Communication on the Road.
- vii) Speed management.
- viii) Space Management.
- ix) Emergency Maneuvers’.
- x) Skid Control & Recovery.
- xi) Adverse Driving Conditions.
- xii) Preventive Maintenance.
- xiii) Conditions of Carriage.
- xiv) Hazardous Materials.
- xv) Emergency procedure.
- xvi) Work Planning.
- xvii) Cargo Handling.
- xviii) Customer Care.
- xix) Driving on the Road (practical).
- xx) Examination

7.5 Requirement for issuance of an HGV License

HGV License is categorized as a Professional Driver’s License (PDL)

- i) Certificate of Competence (CoC) issued under this curriculum.
- ii) Certificate of membership of a professional drivers’ body approved by the Authority.

7.6 Unit Summary and Time Allocation

Code	Topic	Content	Time (Hours)		
			Theor y	Practic e	Total
7.4.1	Introduction to HGV.	<ul style="list-style-type: none"> Regulations governing operation of Heavy Goods Vehicles. Requirements to obtain the driver license The importance/role of the vehicle as part of the national transportation system The crash rate of the vehicle 	2	0	2
7.4.2	Vehicle Construction and Controls.	<ul style="list-style-type: none"> Controls and instruments Engine ignition, accelerator and exhaust system Instruments and control lights Transmission system Steering system Braking system Lights and reflectors Wheels, tyres and shock absorbers The body Special equipment, tools and accessories; fire extinguisher Electrical system Pre-trip inspection checks 	1	5	6
7.4.3	Self- Inspection of vehicle.	<ul style="list-style-type: none"> Systematically inspecting a Vehicle before driving. Post Trip inspections. Common vehicle anomalies during long distance driving. 	1	1	2
7.4.4	Observation.	<ul style="list-style-type: none"> Maintaining a 360 degree view of the vehicle. Frontal and peripheral vision. Blind Spots. Scanning the environment. Hazard perception & recognition. Types and use of driving mirrors. 	1.5	0.5	2
7.4.5	Vehicle Control.	<ul style="list-style-type: none"> Making the necessary safety preparations. Controlling movements of the car. Basic principles of steering. Making the car move, accelerate and stop smoothly. Operating the pedals with increased precision and co-ordination. 	2	5	7

Code	Topic	Content	Time (Hours)		
			Theor y	Practic e	Total
		<ul style="list-style-type: none"> Changing gears while driving without losing control. -Procedure for shifting up and down though gears. -Double clutch and time shift process -instruments and controls in gear shifts -transmissions shifting procedures and patterns for conventional types Forward driving and turning. Operating the steering wheel gently Performing turnings as normally occurring in traffic. Parking at Kerb. Make proper judgments of the vehicle length and width Hard braking (emergency braking). Achieving optimum braking without locking. U-turning and turning by forward and reverse driving. Change direction of driving on the road Backing and Reversing. Parking Maneuvers. 			
7.4.6	Communication on the Road.	<ul style="list-style-type: none"> “Why Communicate?”. Applying MSM technique (Mirror, Signal, manoeuvre). Hazard communication and signs. Decoding subtle signs and cues from other drivers. 	2	0	2
7.4.7	Speed Management.	<ul style="list-style-type: none"> Impact of Speed on Road crashes and fatalities. Maintaining correct following distance. (4 Second Rule) Calculating Stopping distance. Road surface condition and impact on vehicle stopping. Braking Systems and techniques – ABS, gears, Engine breaks and retarders. Freewheeling risks. Correct cornering technique 	4	1	5

Code	Topic	Content	Time (Hours)		
			Theor y	Practic e	Total
		<ul style="list-style-type: none"> • Centre of gravity. • Shifting loads. • Downhill driving. • Relationship of Speed and visibility. • Speed influence on traffic flow. 			
7.4.8	Space Management.	<ul style="list-style-type: none"> • The concept of space envelop • Techniques of space recovery • Positioning to 'see and be seen'. 	1	2	3
7.4.9	Emergency Maneuvers.	<ul style="list-style-type: none"> • Optimizing Stopping distance. • Safely performing evasive turns on the road. • How to get off the road turns and return safely. • Handling brake failure and blow outs • Making quick stops and turns. 	3	0	3
7.4.10	Skid Control and Recovery.	<ul style="list-style-type: none"> • Causes of Skids • Aqua-planing. • Trailer Jackknife, tractor Jackknife front wheel skid and all wheel skid. • Skid Recovery Procedure. 	3	3	6
7.4.11	Adverse Driving conditions.	<ul style="list-style-type: none"> • Night Driving <ul style="list-style-type: none"> -Critical factors in night driving. -Visibility and Conspicuity • Extreme driving conditions <ul style="list-style-type: none"> - Fog - Windy condition - Heavy rain - Hot weather 	5	0	5
7.4.12	Preventive Maintenance.	<ul style="list-style-type: none"> • Defining Preventive maintenance(PM) • Kinds of PM • Drivers Obligations. • Trouble shooting, diagnostics and reporting vehicle malfunctions. 	4	1	5
7.4.13	Conditions of Carriage.	<ul style="list-style-type: none"> • Meaning and Importance of Conditions of carriage • Laws and conditions governing carriage of unaccompanied articles, parcels and freight. 	5	0	5
7.4.14	Hazardous Materials.	<ul style="list-style-type: none"> • Definition and characteristics of Hazardous vehicles. • Hazmat endorsement framework. 	4	1	5

Code	Topic	Content	Time (Hours)		
			Theor y	Practic e	Total
		<ul style="list-style-type: none"> • Classification of Hazardous Materials. • Safe handling procedure in loading and offloading. • Requirements for Hazmat transportation. 			
7.4.15	Emergency Procedures.	<ul style="list-style-type: none"> • Basic responsibilities at a Scene of crash. • Safety precautions on crash Scene. • Responding to vehicles fires. • Spillage handling. • Incident reporting procedure. • Basic First aid. 	4	3	7
7.4.16	Work Planning.	<ul style="list-style-type: none"> • Preparing Journey/Trip Plans. • Legal limits on Duty hours /Driving hours. • Completing records of duty. 	3	2	5
7.4.17	Cargo Handling.	<ul style="list-style-type: none"> • Cargo Securement. • Axle Weight distribution. • Safe Loading and unloading. • Legal aspects of loading (EAC vehicle axle load control act 2013, Traffic act Cap 403) • Cargo Documentation <ul style="list-style-type: none"> - Terms and Definition. -Cargo Movement documentation. -Pickup and Delivery procedures. • Security of Cargo <ul style="list-style-type: none"> -Detecting and reporting a suspicious activity at loading points/dock and transit. -DO and Don'ts of personal security. • Conditions of carriage for unaccompanied parcels and freight. 	7	1	8
7.4.18	Customer Care.	<ul style="list-style-type: none"> • Communication skills • handling customer expectations and complaints • Handling persons with special needs and persons with disabilities • Personal hygiene • Sexual harassment and offences and discrimination 	2	0	2

Code	Topic	Content	Time (Hours)		
			Theor y	Practic e	Total
7.4.19	Driving on the Road.	<ul style="list-style-type: none"> • Vehicle driving • Vehicle positioning • Speed in different situations • Hills and bends • Driving through various situations • Choosing and shifting lanes appropriated • Changing direction by turning. • Making appropriate maneuvers. • Meeting oncoming traffic. • Driving in dark, dim and foggy conditions. • Defensive driving techniques. <ul style="list-style-type: none"> - Observing others driver's behavior and attitude. - Anti-carjacking techniques. - Door and window management. 	0	24	24
7.4.20	Examination	<ul style="list-style-type: none"> • Theory and Practical Exam 	2	0.5	2.5
Total			56.5	49	105.5

7.7.1 INTRODUCTION TO TRUCK

7.7.1c Expected outcome

The trainee should be able to know about HGV

Theory

7.7.1T0 Objective

By the end of the unit the trainee will be able to:

- Demonstrate knowledge and regulation of HGV
- Outline the requirements to obtain the License
- Explain the importance of the vehicle as a part of the public transportation system
- Know the crash rate of the vehicle

Content

- 7.7.1T1 Regulations governing operation of HGV
- 7.7.1T2 Requirements to obtain the driver License
- 7.7.1T3 Importance / role of the vehicle as a part of the national transportation system.
- 7.7.1T4 Crash rate of the vehicle

7.7.2 VEHICLE CONSTRUCTION AND CONTROLS

7.7.2c Expected Outcomes

The trainee should be able to demonstrate knowledge on vehicle construction and control.

Theory/Practice

7.7.2T/P0 Objective

By the end of this unit the learner driver should be able to:

- describe controls and instruments as used in trucks

- b) discuss the components of a truck
- c) describe accessories of a truck
- d) discuss the truck system.
- e) discuss the importance of lights and reflectors.
- f) explain wheels and tyres
- g) describe the truck' body and point out blind spots
- h) discuss special equipment

Content

7.7.2T/P1 Controls and instruments

7.7.2T/P2 Discuss the following components of truck.

- Engine
- Ignition,
- Accelerator
- Exhaust

5.2 2T/P3 Describe trucks' accessories

- Air-conditioning
- Anti-lock Braking System (ABS)
- Secondary Restraint System (SRS)
- Engine Brakes.
- Retarders.

7.7.2T/P4 Discuss the vehicle system

- Transmission System.
- Steering system.
- Braking system
- Suspension System.

7.7.2T/P5 Lights and reflectors

7.7.2T/P6 Wheels and tyres

7.7.2T/P7 vehicle body

7.7.2T/P8 Special equipment

- First Aid box
- Tool box
- Warning triangles
- Fire extinguisher

7.4.3 SELF –INSPECTION OF VEHICLE

7.4.3c Expected Outcomes

The trainee should be able to perform Self Inspection of vehicle

Theory/Practice

7.4.3T/P0 Objective

By the end of this unit the learner driver should be able to:

- a) Systematically inspect a Vehicle before driving.
- b) Perform Post Trip inspections.
- c) State common vehicle anomalies during long distance driving.

Content

7.4.3T/P1 systematically inspecting a vehicle before driving.

7.4.3 T/P2 Post Trip inspections.

7.4.3T/P3 Common vehicle anomalies during long distance driving.

7.4.4 OBSERVATION

7.4.4c Expected Outcomes

The trainee should be able to correctly observe the driving environment

Theory/Practice

7.4.4 T/P0 Objective

By the end of this unit the learner driver should be able to:

- a) Maintain a 360 degree view of the vehicle.
- b) Describe Frontal and peripheral vision.
- c) Point out Blind Spots.
- d) Explain scanning the environment.
- e) Demonstrate Hazard perception & recognition.
- f) State types and use of driving mirrors

Content

- 7.4.4T/P1 Maintaining a 360 degree view of the vehicle.
7.4.4T/P2 Frontal and peripheral vision.
7.4.4T/P3 Blind Spots.
7.4.4T/P4 Scanning the environment.
7.4.4T/P5 Hazard perception & recognition.
7.4.4 T/P6 Types and use of driving mirrors

7.4.5 VEHICLE CONTROL (Manoeuvre yard)

7.4.5c. Expected Outcome

The trainee should be able to apply basic vehicle control skills.

7.4.5 T/P0 Objective

By the end of this unit the trainee should be able to:

- a. prepare to drive
- b. describe the necessary safety preparations for driving
- c. be able to control the movement of the car by co-ordinating pedal activities, changing gears and steering.
- d. operate the pedals with increased precision and co-ordination, especially by combined clutch/accelerator and clutch/brake, (in all vehicles).
- e. demonstrate gear changing techniques
- f. demonstrate forward driving and turning
- g. operate the steering wheel gently
- h. perform turnings as normally occurring in traffic
- i. demonstrate how to park along the kerb
- j. make appropriate judgment of the vehicle length and width, the position of the wheels and the longitudinal direction of the vehicle in relation to the road side
- k. perform hard braking (emergency braking)
- l. carry out optimum braking without locking the wheels, losing steering control or stalling the engine.
- m. perform different maneuvers
- n. apply skills in change of direction
- o. demonstrate skills in different kinds of parking

Content

- 7.4.5 T/P1 Driving preparation

- 7.4.5 T/P2 Necessary safety preparations for driving and get familiar with the names and positions of controls and instruments
- 7.4.5 T/P3 Truck movement control
- 7.4.5T/P4 Truck movement
 - Acceleration
 - Smooth start and stop
- 7.4.5T/P5 Operating the pedals with increased precision and co-ordination, especially by combined clutch/accelerator and clutch/brake, (in all vehicles).
- 7.4.3T/P6 Changing gears while driving without losing control of other operations like steering and attention to what is happening around.
- 7.4.3T/P7 Driving and turning
- 7.4.3T/P8 Operate the steering wheel gently, get the car in right direction and keep the car on fairly correct course
- 7.4.3T/P9 Perform turnings
- 7.4.3T/P10 Parking at Kerb
- 7.4.3T/P11 Proper judgments of the vehicle length and width, the position of the wheels and the longitudinal direction of the vehicle in relation to the road side
- 7.4.3T/P12 Hard-braking (emergency braking)
- 7.4.3T/P13 Optimum braking without locking the wheels, losing steering control or stalling the engine.
- 7.4.3T/P14 U-turning by forward and reverse driving
- 7.4.3T/P15 Driving directions change
- 7.4.3T/P16 Different kinds of parking

7.4.6 COMMUNICATION ON THE ROAD

7.4.6c Expected Outcomes

The trainee should be able to correctly communicate on the road

Theory/Practice

7.4.6 T/P0 Objective

By the end of this unit the learner driver should be able to:

- a) Explain “Why Communicate?”.
- b) Apply MSM technique (Mirror, *Signal, manoeuvre*).
- c) Describe Hazard communication and signs.
- d) Decode subtle signs and cues from other drivers

Content

- 7.4.6T/P1 “Why Communicate?”.
- 7.4.6T/P2 MSM technique (Mirror, *Signal, maneuver*).
- 7.4.6T/P3 Hazard communication and signs.
- 7.4.6T/P4 Decoding subtle signs and cues from other drivers

7.4.7 SPEED MANAGEMENT

7.4.7c Expected Outcomes

The trainee should be able to correctly adopt speed to road condition.

Theory/Practice

7.4.7 T/P0 Objective

By the end of this unit the learner driver should be able to:

- a) Explain the impact of Speed on Road crashes and fatalities.
- b) Demonstrate how to maintain correct following distance. (4 Second Rule)

- c) Calculate Stopping distance.
- d) Describe Road surface condition and its impact on vehicle stopping distance.
- e) State Braking Systems and techniques – ABS, gears, Engine breaks and retarders.
- f) Explain freewheeling risks.
- g) Demonstrate correct cornering technique
- h) Explain the center of gravity and its impact on vehicle stability
- i) Discuss shifting loads.
- j) Demonstrate downhill driving.

Content

7.4.7 T/P1	Impact of Speed on Road crashes and fatalities.
7.4.7 T/P2	Maintaining correct following distance. (4 Second Rule)
7.4.7 T/P3	Calculating Stopping distance.
7.4.7. T/P4	Road surface condition and impact on vehicle stopping.
7.4.7 T/P5	Braking Systems and techniques – ABS, gears, Engine breaks and retarders.
7.4.7 T/P6	Freewheeling risks.
7.4.7 T/P7	Correct cornering technique
7.4.7 T/P8	Centre of gravity.
7.4.7 T/P9	Shifting loads.
7.4.7T/P10	downhill driving.

7.4.8 SPACE MANAGEMENT

7.4.8c Expected Outcomes

The trainee should be able to correctly maintain a space envelop

Theory/Practice

7.4.8 T/P0 Objective

By the end of this unit the learner driver should be able to:

- a) Explain the concept of space envelop
- b) Demonstrate the techniques of space recovery
- c) Position vehicle to 'see and be seen'.

Content

7.4.8 T/P1	The concept of space envelop
7.4.8 T/P2	Techniques of space recovery
7.4.8 T/P3	Positioning to be 'see and be seen'.

7.4.9 EMERGENCY MANOEUVERS

7.4.9c Expected Outcomes

The trainee should be able to correctly perform emergency manoeuvres

Theory/Practice

7.4.9 T/P0 Objective

By the end of this unit the learner driver should be able to:

- a) Optimize stopping distance.
- b) Safely perform evasive turns on the road.
- c) Demonstrate how to get off the road turns and return safely.
- d) Handle brake failure and blow outs
- e) Make quick stops and turns.

Content

7.4.9 T/P1	Optimizing Stopping distance.
7.4.9 T/P2	Safely performing evasive turns on the road.

- 7.4.9 T/P3 How to get off the road turns and return safely.
7.4.9 T/P4 Handling brake failure and blow outs
7.4.9 T/P5 Making quick stops and turns.

7.4.10 SKID CONTROL AND RECOVERY

7.4.10c Expected Outcomes

The trainee should be able to correctly perform skid control and recovery

Theory/Practice

7.4.10 T/P0 Objective

By the end of this unit the learner driver should be able to:

- a) Explain causes of Skids
- b) Describe Aqua-planing.
- c) Explain Trailer Jackknife, tractor Jackknife front wheel skid and all wheel skid.
- d) Demonstrate Skid Recovery Procedure

Content

- 7.4.10 T/P1 Causes of Skids
7.4.10 T/P2 Aqua-planing.
7.4.10 T/P3 Trailer Jackknife, tractor Jackknife front wheel skid and all wheel skid.
7.4.10 T/P4 Skid Recovery Procedure

7.4.11 ADVERSE DRIVING CONDITIONS

7.4.11c Expected Outcomes

The trainee should be able to correctly drive in adverse conditions

Theory/Practice

7.4.11 T/P0 Objective

By the end of this unit the learner driver should be able to:

- a) Explain Night Driving
 - Critical factors in night driving.
 - Visibility and Conspicuity
- b) Extreme driving conditions
 - Fog
 - Windy condition
 - Heavy rain
 - Hot weather

Content

- 7.4.11 T/P1 Night Driving
 - Critical factors in night driving.
 - Visibility and Conspicuity
- 7.4.11 T/P2 Extreme driving conditions
 - Fog
 - Windy condition
 - Heavy rain
 - Hot weather

7.4.12 PREVENTIVE MAINTAINANCE

7.4.12c Expected Outcomes

The trainee should be able to influence preventive maintenance of vehicle

Theory/Practice

7.4.12 T/P0 Objective

By the end of this unit the learner driver should be able to:

- a) Define Preventive maintenance (PM)
- b) State kinds of PM.
- c) Discuss Drivers Obligations.
- d) Trouble shoot, perform diagnostics and report vehicle malfunctions.

Content

- 7.4.12 T/P1 Defining Preventive maintenance (PM)
- 7.4.12 T/P2 Kinds of PM.
- 7.4.12 T/P3 Driver's Obligations.
- 7.4.12 T/P4 Trouble shooting, diagnostics and reporting vehicle malfunctions.

7.4.13 CONDITIONS OF CARRIAGE

7.4.13c Expected Outcomes

The trainee should be able to comply with conditions of carriage.

Theory/Practice

7.4.13 T/P0 Objective

By the end of this unit the learner driver should be able to:

- a) Define Conditions of carriage
- b) Explain importance of Conditions of carriage
- c) Outline the Laws and conditions governing carriage of unaccompanied articles, parcels and freight.

Content

- 7.4.13 T/P1 Meaning of Conditions of carriage
- 7.4.13 T/P2 Importance of Conditions of carriage
- 7.4.13 T/P3 Laws and conditions governing carriage of unaccompanied articles, parcels and freight.

7.4.14 HARZADOUS MATERIALS

7.4.14c Expected Outcomes

The trainee should be able to safely handle and transport hazardous materials

Theory/Practice

7.4.14 T/P0 Objective

By the end of this unit the learner driver should be able to:

- a) Define characteristics of Hazardous goods.
- b) Explain Hazmat endorsement framework.
- c) Outline Classification of Hazardous Materials.
- d) Discuss Safe handling procedure in loading and offloading.
- e) Point out requirements for Hazmat transportation

Content

- 7.4.14 T/P1 Characteristics of Hazardous goods.
- 7.4.14 T/P2 Hazmat endorsement framework.
- 7.4.14 T/P3 Classification of Hazardous Materials.
- 7.4.14 T/P4 Safe handling procedure in loading and offloading.
- 7.4.14 T/P5 Requirements for Hazmat transportation.

7.4.15 EMERGENCY PROCEDURES

7.4.15c Expected Outcomes

The trainee should be able to perform emergency procedures.

Theory/Practice

7.4.15 T/P0 Objective

By the end of this unit the learner driver should be able to:

- a) Outline basic responsibilities at a scene of crash.
- b) Explain Safety precautions on crash Scene.
- c) Explain how to respond to vehicles fires.
- d) Describe Spillage handling procedure.
- e) Explain Incident reporting procedure.
- f) Demonstrate basic First aid.

Content

7.4.15 T/P1	Basic responsibilities at a scene of crash.
7.4.15 T/P2	Safety precautions on crash Scene.
7.4.15 T/P3	Responding to vehicles fires.
7.4.15 T/P4	Spillage handling.
7.4.15 T/P5	Incident reporting procedure.
7.4.15 T/P6	Basic First aid.

7.4.16 WORK PLANNING

7.4.16c Expected Outcomes

The trainee should be able to safely plan work.

Theory/Practice

7.4.16 T/P0 Objective

By the end of this unit the learner driver should be able to:

- a) Prepare a Journey/Trip Plan.
- b) Explain Legal limits on Duty hours /Driving hours.
- c) Completing records of duty/Work Tickets/Trip cards.

Content

7.4.16 T/P1	Preparing Journey/Trip Plans.
7.4.16 T/P2	Legal limits on Duty hours /Driving hours.
7.4.17 T/P2	Completing records of duty.

7.4.17 CARGO HANDLING

7.4.17c Expected Outcomes

The trainee should be able to handle cargo correctly.

Theory/Practice

7.4.17 T/P0 Objective

By the end of this unit the learner driver should be able to:

- a) Explain Cargo Securement.
- b) Discuss Axle Weight distribution.
- c) Outline Safe Loading and unloading procedure
- d) Point out Legal aspects of loading (EAC vehicle axle load control act 2013, Traffic act Cap 403)
- e) Discuss Cargo Documentation
- f) Terms and Definition.
 - i. -Cargo Movement documentation.
 - ii. -Pickup and Delivery procedures.
- g) Explain Security of Cargo
 - i. -Detecting and reporting a suspicious activity at loading points/dock and transit.
 - ii. -DO and Don'ts of personal security.
- h) Discuss Conditions of carriage for unaccompanied parcels and freight

Content

7.4.17 T/P1	Cargo Securement.
7.4.17 T/P2	Axle Weight distribution.
7.4.17 T/P3	Safe Loading and unloading.
7.4.17 T/P4	Legal aspects of loading (EAC vehicle axle load control act 2013, Traffic act Cap 403)
7.4.17 T/P5	Cargo Documentation <ul style="list-style-type: none">- Terms and Definition.-Cargo Movement documentation.-Pickup and Delivery procedures.
7.4.17 T/P6	Security of Cargo <ul style="list-style-type: none">-Detecting and reporting a suspicious activity at loading points/dock and transit.-DO and Don'ts of personal security.
7.4.17 T/P7	Conditions of carriage for unaccompanied parcels and freight

7.4.18 CUSTOMER CARE**7.4.18c Expected Outcomes**

The trainee should be able to handle customers with care

Theory/Practice**7.4.18 T/P0 Objective**

By the end of this unit the learner driver should be able to:

- apply excellent communication skills at the workplace
- handle customer expectations and complaints competently
- handle persons with special needs appropriately
- practice personal hygiene
- avoid incidences of sexual harassment and any form of discrimination
- apply time and stress management skills

Content

7.4.18 T/P1	Communication skills
7.4.18 T/P2	handling customer expectations and complaints
7.4.18 T/P3	Handling persons with special needs and persons with disabilities
7.4.18 T/P4	Personal hygiene
7.4.18 T/P5	Sexual harassment and offences and discrimination
7.4.18 T/P6	Time and Stress management

7.4.19 DRIVING ON THE ROAD (PRACTICAL)**7.4.19c Expected outcome**

The trainee will be able to drive in a defensive manner on the road to minimize the chances of a road crash

Practical**7.4.19P0 Objective**

By the end of this unit, the learner driver should be able to;

- demonstrate vehicle driving
- demonstrate correct vehicle positioning
- Apply Speed in different situations
- Perform Hills and bends driving
- Demonstrate Driving through various situations
- Demonstrate Choosing and shifting lanes appropriated
- Perform changing direction by turning.

- h) Make appropriate maneuvers.
- i) Meet oncoming traffic.
- j) Demonstrate driving in dark, dim and foggy conditions
- k) apply defensive driving techniques
- l) practice appropriate anti carjacking techniques

Content

- 7.4.19 P1 Vehicle driving
- 7.4.19 P2 Vehicle positioning
- 7.4.19 P3 Speed in different situations
- 7.4.19 P4 Hills and bends
- 7.4.19 P5 Driving through various situations
- 7.4.19 P6 Choosing and shifting lanes appropriated
- 7.4.19 P7 Changing direction by turning.
- 7.4.19 P8 Making appropriate maneuvers.
- 7.4.19 P9 Meeting oncoming traffic.
- 7.4.19 P10 Driving in dark, dim and foggy conditions.
- 7.4.19P11 Defensive driving techniques
 - Driver behavior and attitude
 - Driver conditions and environment
 - Basic road courtesy
- 7.4.19 P12 Anti-carjacking techniques
 - Door and window management
 - Safe parking
 - Suspicious characters

Responsible Driving test examiner

Where At the driving test center

Time Schedule 2 Hours (T) 0.5 Hours (P)

Demands Score: Passed/not passed Overall pass mark> 70%

Materials Theory tests and driving tests sheets

7.7.20 EXAMINATION FOR TRUCK DRIVERS

7.7.20C Expected Outcome

The trainee shall be able to acquire a certificate of competence (CoC) for driving the professional class category applied for under a driver mentor and subsequently be issued with a provisional SPDL valid for 6 months.

Theory/Practice

7.7.20T/P0 Objective

By the end of the unit the trainee will be able to pass the theory and practical driving examination for the professional class category applied.

Content

7.7.20T/P1 Theory and practical exam

Responsible Driving test examiner

Where At the driving test centre

Time Schedule 2 Hours (T) 0.5 Hours (P)

Demands Score: Passed/not passed Overall pass mark> 70%

Materials Theory tests and driving tests sheets

CHAPTER EIGHT

8.0 TRAINING OF SPECIAL PROFESSIONAL DRIVERS License (SPDL)

The SPDL (Class E) shall be issued under three classes:

- a) Category C- Medium Truck (EC)
- b) Category CE- Heavy Truck with trailer(ECE)
- c) Category D (D, D1 and D2) (ED/ED1/ED2)

8.1 Minimum Requirements for enrolment to SPDL course

- a) Minimum O-level education
- b) Attendance of a minimum 2-year Certificate course.
- c) Must be able to read and write in the official languages.
- d) Minimum age of 21 years.
- e) Must possess a Valid driving License
- f) No previous dangerous driving offence over the last 24 months.
- g) Police clearance certificate
- h) Medical test certification obtained within the last 6 months

8.2 Units for SPDL course.

- a) Introduction to Driving Trucks
- b) Vehicle construction and controls.
- c) Self-Inspection of Vehicle.
- d) Observation.
- e) Vehicle control.
- f) Communication on the Road.
- g) Speed management.
- h) Space Management.
- i) Emergency Maneuvers’.
- j) Skid Control & Recovery.
- k) Adverse Driving Conditions.
- l) Preventive Maintenance.
- m) Conditions of Carriage.
- n) Hazardous Materials.
- o) Emergency procedure.
- p) Work Planning.
- q) Cargo Handling.
- r) Customer Care.
- s) Driving on the Road (practical).
- t) Preliminary Examination
- u) Driving Practice & Final Evaluation.

8.3 Requirement for issuance of an SPDL License

SPDL License is categorized as a Professional Driver’s License (PDL)

- i) Certificate of Competence (CoC) issued under this curriculum.
- ii) Driving Practice Assessment Report by an approved driver mentor, signed off by a competent examiner.
- iii) Certificate of membership of a professional drivers’ body approved by the Authority.

8.4 Unit Summary and Time Allocation

Code	Topic	Content	Time (Hours)		
			Theor y	Practic e	Total
8.4.1	Introduction to HGV.	<ul style="list-style-type: none"> Regulations governing operation of Heavy Goods Vehicles. Requirements to obtain the driver license The importance/role of the vehicle as part of the national transportation system The crash rate of the vehicle 	2	0	2
8.4.2	Vehicle Construction and Controls.	<ul style="list-style-type: none"> Controls and instruments Engine ignition, accelerator and exhaust system Instruments and control lights Transmission system Steering system Braking system Lights and reflectors Wheels, tyres and shock absorbers The body Special equipment, tools and accessories; fire extinguisher Electrical system Pre-trip inspection checks 	1	5	6
8.4.3	Self- Inspection of vehicle.	<ul style="list-style-type: none"> Systematically inspecting a Vehicle before driving. Post Trip inspections. Common vehicle anomalies during long distance driving. 	1	1	2
8.4.4	Observation.	<ul style="list-style-type: none"> Maintaining a 360 degree view of the vehicle. Frontal and peripheral vision. Blind Spots. Scanning the environment. Hazard perception & recognition. Types and use of driving mirrors. 	1.5	0.5	2
8.4.5	Vehicle Control.	<ul style="list-style-type: none"> Making the necessary safety preparations. Controlling movements of the car. Basic principles of steering. Making the car move, accelerate and stop smoothly. 	2	5	7

Code	Topic	Content	Time (Hours)		
			Theor y	Practic e	Total
		<ul style="list-style-type: none"> Operating the pedals with increased precision and co-ordination. Changing gears while driving without losing control. <ul style="list-style-type: none"> -Procedure for shifting up and down though gears. -Double clutch and time shift process -instruments and controls in gear shifts -transmissions shifting procedures and patterns for conventional types Forward driving and turning. Operating the steering wheel gently Performing turnings as normally occurring in traffic. Parking at Kerb. Make proper judgments of the vehicle length and width Hard braking (emergency braking). Achieving optimum braking without locking. U-turning and turning by forward and reverse driving. Change direction of driving on the road Backing and Reversing. Parking Maneuvers. 			
8.4.6	Communication on the Road.	<ul style="list-style-type: none"> “Why Communicate?”. Applying MSM technique (Mirror, <i>Signal, manoeuver</i>). Hazard communication and signs. Decoding subtle signs and cues from other drivers. 	2	0	2
8.4.7	Speed Management.	<ul style="list-style-type: none"> Impact of Speed on Road crashes and fatalities. Maintaining correct following distance. (4 Second Rule) Calculating Stopping distance. Road surface condition and impact on vehicle stopping. Braking Systems and techniques – ABS, gears, Engine breaks and retarders. Freewheeling risks. 	4	1	5

Code	Topic	Content	Time (Hours)		
			Theor y	Practic e	Total
		<ul style="list-style-type: none"> • Correct cornering technique • Centre of gravity. • Shifting loads. • Downhill driving. • Relationship of Speed and visibility. • Speed influence on traffic flow. 			
8.4.8	Space Management.	<ul style="list-style-type: none"> • The concept of space envelop • Techniques of space recovery • Positioning to 'see and be seen'. 	1	2	3
8.4.9	Emergency Maneuvers.	<ul style="list-style-type: none"> • Optimizing Stopping distance. • Safely performing evasive turns on the road. • How to get off the road turns and return safely. • Handling brake failure and blow outs • Making quick stops and turns. 	3	0	3
8.4.10	Skid Control and Recovery.	<ul style="list-style-type: none"> • Causes of Skids • Aqua-planing. • Trailer Jackknife, tractor Jackknife front wheel skid and all wheel skid. • Skid Recovery Procedure. 	3	3	6
8.4.11	Adverse Driving conditions.	<ul style="list-style-type: none"> • Night Driving <ul style="list-style-type: none"> -Critical factors in night driving. -Visibility and Conspicuity • Extreme driving conditions <ul style="list-style-type: none"> - Fog - Windy condition - Heavy rain - Hot weather 	5	0	5
8.4.12	Preventive Maintenance.	<ul style="list-style-type: none"> • Defining Preventive maintenance(PM) • Kinds of PM • Drivers Obligations. • Trouble shooting, diagnostics and reporting vehicle malfunctions. 	4	1	5
8.4.13	Conditions of Carriage.	<ul style="list-style-type: none"> • Meaning and Importance of Conditions of carriage • Laws and conditions governing carriage of unaccompanied articles, parcels and freight. 	5	0	5
8.4.14	Hazardous Materials.	<ul style="list-style-type: none"> • Definition and characteristics of Hazardous vehicles. 	4	1	5

Code	Topic	Content	Time (Hours)		
			Theor y	Practic e	Total
		<ul style="list-style-type: none"> • Hazmat endorsement framework. • Classification of Hazardous Materials. • Safe handling procedure in loading and offloading. • Requirements for Hazmat transportation. 			
8.4.15	Emergency Procedures.	<ul style="list-style-type: none"> • Basic responsibilities at a Scene of crash. • Safety precautions on crash Scene. • Responding to vehicles fires. • Spillage handling. • Incident reporting procedure. • Basic First aid. 	4	3	7
8.4.16	Work Planning.	<ul style="list-style-type: none"> • Preparing Journey/Trip Plans. • Legal limits on Duty hours /Driving hours. • Completing records of duty. 	3	2	5
8.4.17	Cargo Handling.	<ul style="list-style-type: none"> • Cargo Securement. • Axle Weight distribution. • Safe Loading and unloading. • Legal aspects of loading (EAC vehicle axle load control act 2013, Traffic act Cap 403) • Cargo Documentation <ul style="list-style-type: none"> - Terms and Definition. -Cargo Movement documentation. -Pickup and Delivery procedures. • Security of Cargo <ul style="list-style-type: none"> -Detecting and reporting a suspicious activity at loading points/dock and transit. -DO and Don'ts of personal security. • Conditions of carriage for unaccompanied parcels and freight. 	7	1	8
8.4.18	Customer Care.	<ul style="list-style-type: none"> • Communication skills • handling customer expectations and complaints • Handling persons with special needs and persons with disabilities • Personal hygiene • Sexual harassment and offences and discrimination 	2	0	2

Code	Topic	Content	Time (Hours)		
			Theor y	Practic e	Total
8.4.19	Driving on the Road.	<ul style="list-style-type: none"> • Vehicle driving • Vehicle positioning • Speed in different situations • Hills and bends • Driving through various situations • Choosing and shifting lanes appropriated • Changing direction by turning. • Making appropriate maneuvers. • Meeting oncoming traffic. • Driving in dark, dim and foggy conditions. • Defensive driving techniques. <ul style="list-style-type: none"> - Observing others driver's behavior and attitude. - Anti-carjacking techniques. - Door and window management. 	0	24	24
8.4.20	Examination	• Theory and Practical Exam	2	0.5	2.5
8.4.21	Driving Practice		0	480	480
Total			56.5	529	585.5

8.4.1 INTRODUCTION TO SPDL

8.4.1c Expected Outcome

The trainee will be able to demonstrate knowledge and regulation of HGV and PSV's

Theory

8.4.1T0 Objective

By the end of this unit, the learner driver should be able to:

- Discuss the regulations governing operation of HGV and PSVs
- Outline the requirements to obtain the driver License
- Discuss the role of the vehicle as a part of the national transportation system.
- Describe the crash rate of the vehicle

Content

8.4.1T1 Regulations governing operation of HGV and PSVs

8.4.1T2 Requirements to obtain the driver License

8.4.1T3 Role of the vehicle as a part of the national transportation system.

8.4.1T4 Crash rate of the vehicle

8.4.2 VEHICLE CONSTRUCTION AND CONTROLS

8.4.2c Expected Outcomes

The trainee should be able to demonstrate knowledge on vehicle construction and control.

Theory/Practice

8.4.2T/P0 Objective

By the end of this unit the learner driver should be able to:

- a) Describe controls and instruments as used in vehicles
- b) Discuss the components of a vehicle
- c) Describe accessories of a vehicle
- d) Discuss the vehicle System.
- e) Discuss the importance of lights and reflectors.
- f) Explain wheels and tyres.
- g) Describe the vehicle body.
- h) Discuss special equipment.

Content

8.4.2T/P1 Controls and instruments

8.4.2T/P2 Discuss the following components of a vehicle

- Engine
- Ignition
- Accelerator
- Exhaust

8.4.2T/P3 Describe Vehicle accessories

- Air-conditioning
- Anti-lock Braking System (ABS)
- Secondary Restraint System (SRS)
- Engine Brakes.
- Retarders.

8.4.2T/P4 Discuss the vehicle system

- Transmission System.
- Steering system.
- Braking system
- Suspension System.

8.4.2T/P5 Lights and reflectors

8.4.2T/P6 Wheels and tyres

8.4.2T/P7 Light vehicle body

8.4.2T/P8 Special equipment

- First Aid box
- Tool box
- Warning triangles
- Fire extinguisher

8.4.3 SELF –INSPECTION OF VEHICLE

8.4.3c Expected Outcomes

The trainee should be able to perform Self Inspection of vehicle

Theory/Practice

8.4.3T/P0 Objective

By the end of this unit the learner driver should be able to:

- a) Systematically inspect a Vehicle before driving.
- b) Perform Post Trip inspections.
- c) State common vehicle anomalies during long distance driving.

Content

8.4.3T/P1 systematically inspecting a vehicle before driving.

8.4.3 T/P2 Post Trip inspections.

8.4.3T/P3 Common vehicle anomalies during long distance driving.

8.4.4 OBSERVATION

8.4.4c Expected Outcomes

The trainee should be able to correctly observe the driving environment

Theory/Practice

8.4.4 T/P0 Objective

By the end of this unit the learner driver should be able to:

- a) Maintain a 360 degree view of the vehicle.
- b) Describe Frontal and peripheral vision.
- c) Point out Blind Spots.
- d) Explain scanning the environment.
- e) Demonstrate Hazard perception & recognition.
- f) State types and use of driving mirrors

Content

8.4.4T/P1 Maintaining a 360 degree view of the vehicle.

8.4.4T/P2 Frontal and peripheral vision.

8.4.4T/P3 Blind Spots.

8.4.4T/P4 Scanning the environment.

8.4.4T/P5 Hazard perception & recognition.

8.4.4 T/P6 Types and use of driving mirrors

8.4.5 VEHICLE CONTROL (Manoeuvre yard)

8.4.5c. Expected Outcome

The trainee should be able to apply basic vehicle control skills.

8.4.5 T/P0 Objective

By the end of this unit the trainee should be able to:

- a) prepare to drive
- b) describe the necessary safety preparations for driving
- c) be able to control the movement of the car by co-coordinating pedal activities, changing gears and steering.
- d) operate the pedals with increased precision and co-ordination, especially by combined clutch/accelerator and clutch/brake, (in all vehicles).
- e) demonstrate gear changing techniques
- f) demonstrate forward driving and turning
- g) operate the steering wheel gently
- h) perform turnings as normally occurring in traffic
- i) demonstrate how to park along the kerb
- j) make appropriate judgment of the vehicle length and width, the position of the wheels and the longitudinal direction of the vehicle in relation to the road side
- k) perform hard braking (emergency braking)
- l) carry out optimum braking without locking the wheels, losing steering control or stalling the engine.
- m) perform different maneuvers
- n) apply skills in change of direction
- o) demonstrate skills in different kinds of parking

Content

8.4.5 T/P1 Driving preparation

- 8.4.5 T/P2 Necessary safety preparations for driving and get familiar with the names and positions of controls and instruments
- 8.4.5 T/P3 Truck movement control
- 8.4.5T/P4 Truck movement
- Acceleration
 - Smooth start and stop
- 8.4.5T/P5 Operating the pedals with increased precision and co-ordination, especially by combined clutch/accelerator and clutch/brake, (in all vehicles).
- 8.4.3T/P6 Changing gears while driving without losing control of other operations like steering and attention to what is happening around.
- 8.4.3T/P7 Driving and turning
- 8.4.3T/P8 Operate the steering wheel gently, get the car in right direction and keep the car on fairly correct course
- 8.4.3T/P9 Perform turnings
- 8.4.3T/P10 Parking at Kerb
- 8.4.3T/P11 Proper judgments of the vehicle length and width, the position of the wheels and the longitudinal direction of the vehicle in relation to the road side
- 8.4.3T/P12 Hard-braking (emergency braking)
- 8.4.3T/P13 Optimum braking without locking the wheels, losing steering control or stalling the engine.
- 8.4.3T/P14 U-turning by forward and reverse driving
- 8.4.3T/P15 Driving directions change
- 8.4.3T/P16 Different kinds of parking

8.4.6 COMMUNICATION ON THE ROAD

8.4.6c Expected Outcomes

The trainee should be able to correctly communicate on the road

Theory/Practice

8.4.6 T/P0 Objective

By the end of this unit the learner driver should be able to:

- a) Explain “Why Communicate?”.
- b) Apply MSM technique (Mirror, *Signal, manoeuvre*).
- c) Describe Hazard communication and signs.
- d) Decode subtle signs and cues from other drivers

Content

- 8.4.6T/P1 “Why Communicate?”.
- 8.4.6T/P2 MSM technique (Mirror, *Signal, maneuver*).
- 8.4.6T/P3 Hazard communication and signs.
- 8.4.6T/P4 Decoding subtle signs and cues from other drivers

8.4.7 SPEED MANAGEMENT

8.4.7c Expected Outcomes

The trainee should be able to correctly adopt speed to road condition.

Theory/Practice

8.4.7 T/P0 Objective

By the end of this unit the learner driver should be able to:

- a) Explain the impact of Speed on Road crashes and fatalities.
- b) Demonstrate how to maintain correct following distance. (4 Second Rule)

- c) Calculate Stopping distance.
- d) Describe Road surface condition and its impact on vehicle stopping distance.
- e) State Braking Systems and techniques – ABS, gears, Engine breaks and retarders.
- f) Explain freewheeling risks.
- g) Demonstrate correct cornering technique
- h) Explain the center of gravity and its impact on vehicle stability
- i) Discuss shifting loads.
- j) Demonstrate downhill driving.

Content

8.4.7 T/P1	Impact of Speed on Road crashes and fatalities.
8.4.7 T/P2	Maintaining correct following distance. (4 Second Rule)
8.4.7 T/P3	Calculating Stopping distance.
8.4.8. T/P4	Road surface condition and impact on vehicle stopping.
8.4.7 T/P5	Braking Systems and techniques – ABS, gears, Engine breaks and retarders.
8.4.7 T/P6	Freewheeling risks.
8.4.7 T/P7	Correct cornering technique
8.4.7 T/P8	Centre of gravity.
8.4.7 T/P9	Shifting loads.
8.4.7T/P10	downhill driving.

8.4.8 SPACE MANAGEMENT

8.4.8c Expected Outcomes

The trainee should be able to correctly maintain a space envelop

Theory/Practice

8.4.8 T/P0 Objective

By the end of this unit the learner driver should be able to:

- a) Explain the concept of space envelop
- b) Demonstrate the techniques of space recovery
- c) Position vehicle to 'see and be seen'.

Content

8.4.8 T/P1	The concept of space envelop
8.4.8 T/P2	Techniques of space recovery
8.4.8 T/P3	Positioning to be 'see and be seen'.

8.4.9 EMERGENCY MANOEUVERS

8.4.9c Expected Outcomes

The trainee should be able to correctly perform emergency maneuvers

Theory/Practice

8.4.9 T/P0 Objective

By the end of this unit the learner driver should be able to:

- a) Optimize stopping distance.
- b) Safely perform evasive turns on the road.
- c) Demonstrate how to get off the road turns and return safely.
- d) Handle brake failure and blow outs
- e) Make quick stops and turns.

Content

8.4.9 T/P1	Optimizing Stopping distance.
8.4.9 T/P2	Safely performing evasive turns on the road.

- 8.4.9 T/P3 How to get off the road turns and return safely.
8.4.9 T/P4 Handling brake failure and blow outs
8.4.9 T/P5 Making quick stops and turns.

8.4.10 SKID CONTROL AND RECOVERY

8.4.10c Expected Outcomes

The trainee should be able to correctly perform skid control and recovery

Theory/Practice

8.4.10 T/P0 Objective

By the end of this unit the learner driver should be able to:

- a) Explain causes of Skids
- b) Describe Aqua-planing.
- c) Explain Trailer Jackknife, tractor Jackknife front wheel skid and all wheel skid.
- d) Demonstrate Skid Recovery Procedure

Content

- 8.4.10 T/P1 Causes of Skids
8.4.10 T/P2 Aqua-planing.
8.4.10 T/P3 Trailer Jackknife, tractor Jackknife front wheel skid and all wheel skid.
8.4.10 T/P4 Skid Recovery Procedure

8.4.11 ADVERSE DRIVING CONDITIONS

8.4.11c Expected Outcomes

The trainee should be able to correctly drive in adverse conditions

Theory/Practice

8.4.11 T/P0 Objective

By the end of this unit the learner driver should be able to:

- a) Explain Night Driving
 - Critical factors in night driving.
 - Visibility and Conspicuity
- b) Extreme driving conditions
 - Fog
 - Windy condition
 - Heavy rain
 - Hot weather

Content

- 8.4.11 T/P1 Night Driving
 - Critical factors in night driving.
 - Visibility and Conspicuity
- 8.4.11 T/P2 Extreme driving conditions
 - Fog
 - Windy condition
 - Heavy rain
 - Hot weather

8.4.12 PREVENTIVE MAINTAINANCE

8.4.12c Expected Outcomes

The trainee should be able to influence preventive maintenance of vehicle

Theory/Practice

8.4.12 T/P0 Objective

By the end of this unit the learner driver should be able to:

- a) Define Preventive maintenance (PM)
- b) State kinds of PM.
- c) Discuss Drivers Obligations.
- d) Trouble shoot, perform diagnostics and report vehicle malfunctions.

Content

- 8.4.12 T/P1 Defining Preventive maintenance (PM)
- 8.4.12 T/P2 Kinds of PM.
- 8.4.12 T/P3 Driver's Obligations.
- 8.4.12 T/P4 Trouble shooting, diagnostics and reporting vehicle malfunctions.

8.4.13 CONDITIONS OF CARRIAGE

8.4.13c Expected Outcomes

The trainee should be able to comply with conditions of carriage.

Theory/Practice

8.4.13 T/P0 Objective

By the end of this unit the learner driver should be able to:

- a) Define Conditions of carriage
- b) Explain importance of Conditions of carriage
- c) Outline the Laws and conditions governing carriage of unaccompanied articles, parcels and freight.

Content

- 8.4.13 T/P1 Meaning of Conditions of carriage
- 8.4.13 T/P2 Importance of Conditions of carriage
- 8.4.13 T/P3 Laws and conditions governing carriage of unaccompanied articles, parcels and freight.

8.4.14 HARZADOUS MATERIALS

8.4.14c Expected Outcomes

The trainee should be able to safely handle and transport hazardous materials

Theory/Practice

8.4.14 T/P0 Objective

By the end of this unit the learner driver should be able to:

- a) Define characteristics of Hazardous goods.
- b) Explain Hazmat endorsement framework.
- c) Outline Classification of Hazardous Materials.
- d) Discuss Safe handling procedure in loading and offloading.
- e) Point out requirements for Hazmat transportation

Content

- 8.4.14 T/P1 Characteristics of Hazardous goods.
- 8.4.14 T/P2 Hazmat endorsement framework.
- 8.4.14 T/P3 Classification of Hazardous Materials.
- 8.4.14 T/P4 Safe handling procedure in loading and offloading.
- 8.4.14 T/P5 Requirements for Hazmat transportation.

8.4.15 EMERGENCY PROCEDURES

8.4.15c Expected Outcomes

The trainee should be able to perform emergency procedures.

Theory/Practice

8.4.15 T/P0 Objective

By the end of this unit the learner driver should be able to:

- a) Outline basic responsibilities at a scene of crash.
- b) Explain Safety precautions on crash Scene.
- c) Explain how to respond to vehicles fires.
- d) Describe Spillage handling procedure.
- e) Explain Incident reporting procedure.
- f) Demonstrate basic First aid.

Content

8.4.15 T/P1	Basic responsibilities at a scene of crash.
8.4.15 T/P2	Safety precautions on crash Scene.
8.4.15 T/P3	Responding to vehicles fires.
8.4.15 T/P4	Spillage handling.
8.4.15 T/P5	Incident reporting procedure.
8.4.15 T/P6	Basic First aid.

8.4.16 WORK PLANNING

8.4.16c Expected Outcomes

The trainee should be able to safely plan work.

Theory/Practice

8.4.16 T/P0 Objective

By the end of this unit the learner driver should be able to:

- a. Prepare a Journey/Trip Plan.
- b. Explain Legal limits on Duty hours /Driving hours.
- c. Completing records of duty/Work Tickets/Trip cards.

Content

8.4.16 T/P1	Preparing Journey/Trip Plans.
8.4.16 T/P2	Legal limits on Duty hours /Driving hours.
8.4.17 T/P2	Completing records of duty.

8.4.17 CARGO HANDLING

8.4.17c Expected Outcomes

The trainee should be able to handle cargo correctly.

Theory/Practice

8.4.17 T/P0 Objective

By the end of this unit the learner driver should be able to:

- a) Explain Cargo Securement.
- b) Discuss Axle Weight distribution.
- c) Outline Safe Loading and unloading procedure
- d) Point out Legal aspects of loading (EAC vehicle axle load control act 2013, Traffic act Cap 403)
- e) Discuss Cargo Documentation
- f) Terms and Definition.
 - i. Cargo Movement documentation.
 - ii. Pickup and Delivery procedures.
- g) Explain Security of Cargo

i. Detecting and reporting a suspicious activity at loading points/dock and transit.

ii. DO and Don'ts of personal security.

h) Discuss Conditions of carriage for unaccompanied parcels and freight

Content

8.4.17 T/P1	Cargo Securement.
8.4.17 T/P2	Axle Weight distribution.
8.4.17 T/P3	Safe Loading and unloading.
8.4.17 T/P4	Legal aspects of loading (EAC vehicle axle load control act 2013, Traffic act Cap 403)
8.4.17 T/P5	Cargo Documentation <ul style="list-style-type: none">- Terms and Definition.- Cargo Movement documentation.- Pickup and Delivery procedures.
8.4.17 T/P6	Security of Cargo <ul style="list-style-type: none">-Detecting and reporting a suspicious activity at loading points/dock and transit.-DO and Don'ts of personal security.
8.4.17 T/P7	Conditions of carriage for unaccompanied parcels and freight

8.4.18 CUSTOMER CARE

8.4.18c Expected Outcomes

The trainee should be able to handle customers with care

Theory/Practice

8.4.18 T/P0 Objective

By the end of this unit the learner driver should be able to:

- apply excellent communication skills at the workplace
- handle customer expectations and complaints competently
- handle persons with special needs appropriately
- practice personal hygiene
- avoid incidences of sexual harassment and any form of discrimination
- apply time and stress management skills

Content

8.4.18 T/P1	Communication skills
8.4.18 T/P2	handling customer expectations and complaints
8.4.18 T/P3	Handling persons with special needs and persons with disabilities
8.4.18 T/P4	Personal hygiene
8.4.18 T/P5	Sexual harassment and offences and discrimination
8.4.18 T/P6	Time and Stress management

8.4.19 DRIVING ON THE ROAD (PRACTICAL)

8.4.19c Expected outcome

The trainee will be able to drive in a defensive manner on the road to minimize the chances of a road crash

Practical

8.4.19P0 Objective

By the end of this unit, the learner driver should be able to;

- demonstrate vehicle driving
- demonstrate correct vehicle positioning

- c) Apply Speed in different situations
- d) Perform Hills and bends driving
- e) Demonstrate Driving through various situations
- f) Demonstrate Choosing and shifting lanes appropriated
- g) Perform changing direction by turning.
- h) Make appropriate maneuvers.
- i) Meet oncoming traffic.
- j) Demonstrate driving in dark, dim and foggy conditions
- k) apply defensive driving techniques
- l) practice appropriate anti carjacking techniques

Content

- 8.4.19 P1 Vehicle driving
- 8.4.19 P2 Vehicle positioning
- 8.4.19 P3 Speed in different situations
- 8.4.19 P4 Hills and bends
- 8.4.19 P5 Driving through various situations
- 8.4.19 P6 Choosing and shifting lanes appropriated
- 8.4.19 P7 Changing direction by turning.
- 8.4.19 P8 Making appropriate maneuvers.
- 8.4.19 P9 Meeting oncoming traffic.
- 8.4.19 P10 Driving in dark, dim and foggy conditions.
- 8.4.19P11 Defensive driving techniques
 - Driver behavior and attitude
 - Driver conditions and environment
 - Basic road courtesy
- 8.4.19 P12 Anti-carjacking techniques
 - Door and window management
 - Safe parking
 - Suspicious characters

Responsible Driving test examiner

Where At the driving test center

Time Schedule 2 Hours (T) 0.5 Hours (P)

Demands Score: Passed/not passed Overall pass mark> 70%

Materials Theory tests and driving tests sheets.

8.8.20 EXAMINATION FOR INTERIM SPDL

8.8.20C Expected Outcome

The trainee shall be able to acquire a certificate of competence (CoC) for driving the professional class category applied for under a driver mentor and subsequently be issued with an interim SPDL valid for 6 months.

Theory/Practice

8.8.20T/P0 Objective

By the end of the unit the trainee will be able to pass the theory and practical driving examination for the professional class category applied.

Content

8.8.20T/P1 Theory and practical exam.

Responsible Driving test examiner

Where At the driving test centre

Time Schedule 2 Hours (T) 0.5 Hours (P)

Demands Score: Passed/not passed Overall pass mark > 70%

Materials Theory tests and driving tests sheets

8.8.20 DRIVING PRACTICE

8.8.20C Expected Outcome

The trainee shall be able to competently drive and offer professional driving services.

Theory/Practice

8.8.20T/P0 Objective

By the end of the unit the trainee will be able to competently drive and offer professional driving services.

Content

Practical driving under supervision of a driver mentor for a minimum of 3 months for PSVs and 5,000 km for HGVs within 3 months.

Responsible Driver mentor

Conditions for Driver mentors and supervised professional driving practice:

- (a) Must have 5 years professional experience.
- (b) Must have been approved by the professional body as professional drivers.
- (c) The trainee driver must obtain insurance cover for the period
- (d) The company must sign a training consent with the professional body
- (e) The trainee driver must possess a valid provisional Special Professional Driving License.

Where At the test centre

Time Schedule 480 Hours (3 Months)

Demands

- Score: Passed/not passed Overall pass mark > 70%
- Zero serious road crashes
- Zero convictions for traffic offences.
- Examination: The driver mentor shall complete assessment forms for each trip/day and file for review by an examiner.
- If the trainee fails he/she should have one more attempt not less than two months. In the event of subsequent failure the trainee shall be de-registered from the program.

Training Method The trainee shall conduct both theory and practical tests at the test centre.

Materials Driving test sheets

CHAPTER NINE

9.0. TRAINING OF INDUSTRIAL, CONSTRUCTION AND AGRICULTURAL MACHINE OPERATORS (ICA)

This course shall be offered by an accredited training institution using this curriculum or a bespoke curriculum approved by the authority.

9.1 Responsibility

- i) The Accreditation and Academic Committee of the authority is responsible for accrediting institutions and Instructors to offer this course.
- ii) The Director of Safety for the Authority shall be responsible for review of this curriculum and the approval of any bespoke curriculum intended to be used for ICA training.

9.2 Class Size

- i) Tutor to student ratio will be at most 1: 24.
- ii) The school is required to have the following minimum equipment;
 - a. Classroom for candidates 6m x 8m
 - b. Adequate ICT resources
 - c. At least 1 training Vehicle.
 - d. At least 1 accredited trainer

9.3(a) Minimum Requirements for enrolment to train as an industrial, construction and agricultural machine operator

- i) O-level education.
- ii) Must be able to read and write in the official languages.
- iii) Must be a holder of a valid driving License.
- iv) Minimum age of 20 years old.
- v) No previous dangerous driving offence – Gross disregard of Highway Code and causing death by dangerous driving over the last 24 months.
- vi) Police clearance certificate.
- vii) Medical test certification obtained within the last 6 months.

9.3(b) Requirement for issuance of an Industrial, Construction and Agricultural (ICA) vehicle License

ICA License is categorized as a Professional Drivers' License (PDL)

- i) Certificate of Competence (CoC) issued under this curriculum.
- ii) Certificate of membership of a professional operators' body approved by the Authority.

9.4 Units for Industrial, Construction and Agricultural (ICA) vehicle License Course

- a) Introduction to ICA
- b) Basic machine Control
- c) Legal aspects governing operation of ICA
- d) Practical Operation
- e) Examination for ICA operators

Unit Summary and Time Allocation

Code	Topic	Content	Time (Hours)		
			Theory	Practice	Total
9.4.1	Introduction to a ICA	<ul style="list-style-type: none">Regulations governing operation of ICARequirements to obtain the driver LicenseThe importance / role of the vehicle as a part of the national transportation system.The crash rate of the vehicle	24	0	24
9.4.2	Basic Machine Control	<ul style="list-style-type: none">Regulations governing operation of ICARequirements to obtain the driver LicenseImportance/Role of the vehicle as part of the national transportation systemCrash rate of the vehicle	80	48	128
9.4.3	Legal aspects governing operation of ICA	<ul style="list-style-type: none">Traffic Act, NTSA Act and other laws governing operation of ICA	8	0	8

Code	Topic	Content	Time (Hours)		
			Theory	Practice	Total
9/9/4	Practical Operation	<ul style="list-style-type: none"> Practical operation of the machine 	0	160	160
9.4.5	Examination for ICA operators	<ul style="list-style-type: none"> Theory and practical exam 	2	0.5	2.5
Total					322.5

9.9.1 INTRODUCTION TO ICA

9.4.1c Outcome

The learner should become familiar with ICA

Theory/Practice

9.4.1T0 Objective

By the end of these units, the learner operator shall be able to:

- explain regulations governing operation of ICA
- state requirements to obtain the driver license
- discuss the importance / role of the plants as a part of the national transportation system.
- discuss the crash rate of the plants.

Content

- 9.4.1T1 Regulations governing operation of ICA
- 9.4.1T2 Requirements to obtain the operator's license
- 9.4.1T3 The importance / role of the plant as a part of the national transportation system.
- 9.4.1T4 The crash rate of the vehicle

9.4.2 BASIC MACHINE CONTROL

9.4.2c Excepted Outcome

The trainee shall be trained in basic machine control

Theory/Practice

9.4.2T/P0 Objective

By the end of this unit, the learner operator shall be able to:

- Prepare for an operation
 - carry out a daily or pre-shift inspection in accordance with the instruction given in the Manufacturers' Handbook
 - complete any necessary adjustments to the machines systems or constituent parts in accordance with the advice given in the Manufacturers' Handbook
- Drive/Operate Plant on site
 - Operate plant over varying terrain with due regard to correct gear selection, proper use of controls, correct positioning for approach, travel through, over or around obstacles.
 - Observe and adhere to all site driving circuits.
- Operate the equipment using all controls and safely for a range of tasks
- Operate ancillary equipment

- i) Attach/detach any Ancillary Equipment safely in accordance with the Manufacturers' Handbook.
- ii) use any auxiliary equipment safely for a range of tasks
- e) Perform Lifting operations.
 - i) Demonstrates an ability to carry out lifting operations with regard to accepted safe operating procedures, the Lifting Operations and Lifting Equipment Regulations and Lifting Signals
- f) Maintain and shut down equipment safely and carry out the operator's daily service recommended in the Manufacturers' Handbook.

9.4.3 LEGAL ASPECTS GOVERNING OPERATION OF ICA

9.4.3T/P0 Objective

By the end of this unit, the learner operator should have knowledge on the Traffic Act, NTSA Act and laws governing operation of ICA within various settings.

Content

Traffic Act, NTSA Act and other laws governing operation of ICA.

9.4.4 PRACTICAL OPERATION

9.4.4C Expected Outcome

The trainee shall be able to competently operate the plant

Practice

9.4.4T/P0 Objective

By the end of the unit the trainee will be able to competently operate and offer professional plant operator services.

Content

Practical plant operation under supervision for a minimum of 160 hours.

Responsible Supervisor.

Where Actual work setting (Factory, Construction site or farm)

Time Schedule 160 Hours (1 Month)

Demands

- Score: Passed/not passed Overall pass mark > 70%
- Zero serious road crashes
- Zero convictions for traffic offences
- Examination: The supervisor shall complete assessment forms for each day and file for review by an examiner.
- If the trainee fails he/she should have one more attempt not less than two months. In the event of subsequent failure the trainee shall be de-registered from the program.

Training Method The trainee shall conduct both theory and practical tests at the test centre.

Materials Driving test sheets

9.4.5 EXAMINATION FOR ICA OPERATORS

9.4.4C Expected Outcome

The trainee shall be able to undertake examination in ICA Plant operation and obtain certificate of competence that will see his/her license endorsed with this class.

Theory/Practice

9.4.4T/P0 Objective

By the end of the unit the trainee will be able to pass the theory and practical driving examination for the professional class category applied.

Content

9.4.4T/P1 Theory and practical exam.

Responsible Driving test examiner

Where At the driving test centre

Time Schedule 2 Hours (T) 0.5 Hours (P)

Demands Score: Passed/not passed Overall pass mark > 70%

Materials Theory tests and driving tests sheets

PART 2

CURRICULUM FOR TRAINING, TESTING AND LICENSING DRIVING INSTRUCTORS

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CHAPTER ONE

1.0 INTRODUCTION

1.1 Preamble

This curriculum is designed to ensure that the training of driving instructors is of a high quality. The curriculum also provides a foundation for further courses. The content and goal in this curriculum will place a level of knowledge and competence that each individual driving instructor shall reach.

1.2 Background

Road safety in Kenya is a challenge with a high number of fatalities and injuries recorded every year. To reverse this trend, there is need to improve on driver education and training through improving the skills and competence of driver instructors.

The driving instructor needs to have an open mind. He/she must keep a high level of objectivity, deliver knowledge effectively and handle learner drivers in a professional manner. The driving instructor should also construct a conducive learning environment for the learner driver.

1.2 Objective

The objective of this training course for driving instructors is that the trainee shall assimilate the competence that is needed to work as a driving instructor, and to educate the learner driver in a way that they become competent drivers.

The outcome of the course is to have competent driving instructors and help to improve the road safety situation in Kenya.

1.3 Goal

The main goal for this course is to reduce road crashes and fatalities for Kenya.

1.4 Required Qualifications

#	Minimum Requirements	Motor Cycles	Light Vehicles	PSV			HGV	Exemptions
				14 Seater	33 Seater	51 Seater		
1.	Must possess a driving license for the class they intend to instruct	Y	Y	Y	Y	Y	Y	None
2.	Driving experience (years) in any class	3	3	3	3	3	3	N/A for SPDL Holders
3.	Has not been found guilty of a fatal road crash over the last 24 months	Y	Y	Y	Y	Y	Y	None
4.	Minimum O- level education with grade C- or Equivalent	Y	Y	Y	Y	Y	Y	None
5.	Police clearance certificate	Y	Y	Y	Y	Y	Y	None
6.	He should pass a driving test that includes a maneuver test, driving in both built up areas and on country roads, minimum 60 minutes	Y	Y	Y	Y	Y	Y	None

#	Minimum Requirements	Motor Cycles	Light Vehicles	PSV			HGV	Exemptions
				14 Seater	33 Seater	51 Seater		
7.	Passed medical test	Y	Y	Y	Y	Y	Y	None
8.	Minimum age (years)	23	23	27	30	35	33	23 SPDL Holders Irrespective of Class

Key Y = Yes

CHAPTER TWO

2.0 TRAINING OF HGV DRIVING INSTRUCTORS

2.1 Target Group

Those who aspire to be licensed as HGV driving instructors.

2.2 Responsibility

- The authority is responsible for accrediting institutions to offer this course.
- The Authority is responsible for developing and supervising the course.
- The authority is also responsible for developing driving instructor handbook and licensing of instructors.
- The authority continually updates the curriculum.

2.3 Training

The candidate shall take responsibility for both individual and in-group training. The training will involve both theory and practical classes.

The base for the training is the “Curriculum for Training, Testing and Licensing of Instructors, Kenya Learner Drivers’ Handbook, the Traffic Act Cap 403, NTSA act and other relevant legislation.

The key highlights are;

- Pedagogical Education.
- Time management.
- Curriculum for Learner Drivers.
- Kenya Learner Drivers Handbook.
- Traffic safety education and statistics.
- HGV theory education.
- HGV practical education.
- Traffic Act Cap 403.
- NTSA Act.
- Human behaviour in traffic - traffic psychology education.
- Customer care/ public relations.
- First Aid.
- Alcohol and Substance abuse.
- Vehicle mechanics.
- Defensive driving.

2.4 Class Size

- Tutor to student ratio will be at most 1: 24.
- The school is required to have the following minimum equipment;
 - Classroom for candidates 6m x 8m
 - Adequate ICT resources

- c) At least 1 HGV training Vehicle.
- d) At least 1 teacher at theory teaching.
- e) At least 1 trainer at practical training.

2.5 Summary Table and Time Allocation

Code	Unit	Content	Time (Hours)		
			THEORY	PRACTICAL	TOTAL
2.2.1	Introduction	<ul style="list-style-type: none"> Administrative procedures of driving school 	1	0	1
2.2.2	Driving Instructor Testing	<ul style="list-style-type: none"> Administering written, oral and practical exam 			
2.2.3	Pedagogical Education	<ul style="list-style-type: none"> Psychology of adult learning and teaching techniques Teaching method Communication skills Goal and Objective writing Modern teaching aids Learner testing Learner testing Commentary driving The teaching model “explain, act and comment” for practical education Teaching materials development 	20	0	20
2.2.4	Kenya Learner Drivers’ Handbook	<ul style="list-style-type: none"> Lectures, assignments Learner Drivers Handbook Teaching material drawn from the Learner Driver Handbook Quality documents from the handbook as teaching material for learner drivers. Teaching on how to instruct other drivers 	10	0	10

2.2.5	Traffic Safety Education and Statistics	<ul style="list-style-type: none"> • Traffic safety in Kenya • Traffic statistics • Kenya road safety work • Kenya statistics and trends and compared with other countries • Impact of traffic crashes and how it affects the society • Salient factors that influence traffic safety • Acceptable alcohol limits • Importance of safe vehicles • Road quality influence the traffic safety • Speed influence the traffic safety • Human factor influence the traffic safety • Alcohol and drugs influence on traffic safety 	20	0	20
2.2.6	Driving License Categories and the Driving Test	<ul style="list-style-type: none"> • Driving license system • Driving License categories. • Examination process • Examination procedure • Driving school theory and practical test • Online test registration and booking procedure 	10	5	15
2.2.7	Legal Aspects in Driving	<ul style="list-style-type: none"> • Traffic Act Cap 403, the NTSA Act 33 of 2012, Insurance 	10	0	10

		<p>third party Act Cap 413 and other relevant regulations.</p> <ul style="list-style-type: none"> • Sources of new legislative information concerning traffic. 			
2.2.8	Time Planning	<ul style="list-style-type: none"> • Scheme of work • Lesson plan • Quality documents as teaching material for different lessons. 	10	10	20
2.2.9	Quality Assurance	<ul style="list-style-type: none"> • Quality of driving instructions • Course content • Different teaching methods • Standard methods of curriculum delivery • Assessment of each class/student, for the purpose of continuous improvements <p>Scheme of work</p>	10	10	20
2.2.10	Human Behaviour in Traffic – Traffic Psychology Education	<ul style="list-style-type: none"> • Underlying causes and psychology of offensive driving. • Techniques of managing offensive drivers and remaining calm when driving • Different offensive driving behaviour 	5	0	5
2.2.11	Environment Education	<ul style="list-style-type: none"> • How to reduce the impact of motor vehicle emissions to the environment. • Important laws and provisions that regulates the 	5	0	5

		environmental work in Kenya, <ul style="list-style-type: none"> • Methods of reducing environmental pollution. • Impact of driver behaviour on the environment. • Eco- driving technique • Product transportation knowledge 			
Total Hours					126

2.2.1 INTRODUCTION

2.2.1.C Expected Outcome

The trainee shall be able to explain the registration process, the work of the instructor and the role of the driving school.

Theory

2.2.1T/P0 Objectives

By the end of this unit the candidate should be familiar with:

- a) the role of a driving school
- b) the daily work of a driving instructor

Content

2.2.1T/P1 Administrative procedures of driving school

Suggested Training Methods

- Presentations/lectures
- Demonstrations

2.2.2 DRIVING INSTRUCTOR TESTING

2.2.2C Expected Outcome

The trainee will understand the content of the course and how it will be examined.

Theory/Practice

2.2.2T/P0 Objective

By the end of the unit the trainee should be familiar with:

- a) the content of the course
- b) how it will be examined

Content

2.2.2T/P1 Course procedures

2.2.2T/P2 Examination procedures

Suggested Training Methods

- Presentations/lectures
- Demonstrations

2.2.3 PEDAGOGICAL EDUCATION

2.2.3C Expected Outcome

The candidate shall be able to understand how to use different pedagogical methods in adult training.

Theory/Practice

2.2.3T/P0 Objectives

By the end of this Unit the candidate will have the ability to use Pedagogical Education methods to:

- a) Carry out adult learning and teaching through psychology methods.
- b) Account for different teaching methods and their influence on teaching results and with didactic insight account for the connection between goal and method.
- c) Demonstrate good knowledge and skills concerning verbal and non-verbal communication.
- d) Write educational goals and objectives.
- e) Use modern teaching technical aids.
- f) Use modern methods to stimulate creativity among learner drivers.
- g) Design and perform tests and exercises for learner drivers.
- h) Plan, structure and present a lesson.
- i) Work in groups or individually.
- j) Use commentary driving.
- k) Use the teaching model “explain, act and comment” for practical education.
- l) produce professional teaching materials like power point presentations, sticky notes, white boards and others
- m) use the internet for teaching

Content

- 2.2.3T/P1 Psychology of adult learning and teaching techniques
- 2.2.3T/P2 Teaching methods
- 2.2.3T/P3 Communication skills
- 2.2.3T/P4 Goal and Objective writing
- 2.2.3T/P5 Modern teaching aids
- 2.2.3T/P6 Creativity amongst learner drivers
- 2.2.3T/P7 Learner testing
- 2.2.3T/P8 Lesson planning
- 2.2.3T/P9 Working in groups or individually
- 2.2.3T/P10 Commentary driving
- 2.2.3T/P11 Teaching model “explain, act and comment” for practical education
- 2.2.3T/P12 teaching material development
- 2.2.3T/P13 Use of the internet

Suggested Training Methods

- Lectures, group work, individual work, discussions and analysis
- Demonstration using different modern technical equipment
- Commentary driving

2.2.4 KENYA LEARNER DRIVER HANDBOOK

Kenya Learner Drivers’ Handbook aims to give drivers knowledge of how to drive a vehicle defensively. The trainee will use this handbook as a base for both theory and practical driving education.

2.2.4C Expected Outcome

The candidate will have the ability to use the Learner Drivers’ Handbook to teach learner drivers both practical and theoretical HGV driving, in a defensive way.

Theory/Practice

2.2.4T/P0 Objectives

By the end of this Unit the candidate will have;

- a) A tool to be used to educate the learner driver on how to become a competent driver.
- b) Knowledge of how to make the learner driver understand the danger, complexity and responsibility of driving a HGV.
- c) Knowledge of how to make the learner driver understand how their behaviour and decisions impact on other road users.
- d) knowledge about human behaviour and how to become a defensive driver
- e) knowledge of the Kenya Learner Drivers' Handbook

Content

- 2.2.4T/P1 Educating learners to become competent drivers
2.2.4T/P2 Dangers, complexity and responsibility of driving an HGV
2.2.4T/P3 Impact of behavior and decisions on other road users
2.2.4T/P4 Human factors in defensive driving.
2.2.4T/P5 Kenya Learner Drivers' Handbook.

Suggested Training Methods

- Practical exercises
- Practical work on how to use the curriculum for learner drivers
- Lectures
- Group Discussions
- Groups exercise for training

2.2.5 TRAFFIC SAFETY EDUCATION AND STATISTICS

2.2.5C Expected Outcome

The trainee shall demonstrate knowledge of traffic safety education and statistics in Kenya.

Theory/Practice

2.2.5T/P0 Objectives

By the end of this unit the trainee should be able to:

- a) Discuss the traffic safety in Kenya.
- b) Analyze traffic statistics.
- c) Explain the Kenya road safety work.
- d) Compare Kenya statistics and trends and compare with other countries.
- e) Discuss the impact of traffic crashes and how it affects the society
- f) Explain the salient factors that influence traffic safety.
- g) Explain the acceptable alcohol limits.
- h) Demonstrate the importance of safe vehicles.
- i) Describe how road quality influences traffic safety.
- j) Describe how speed influences traffic safety.
- k) Discuss how the human factors influence traffic safety.
- l) Discuss how alcohol and drug abuse influence traffic safety.

Content

- 2.2.5T/P1 Traffic safety in Kenya
2.2.5T/P2 Traffic statistics
2.2.5T/P3 Kenya road safety work
2.2.5T/P4 Kenya statistics and trends and compared with other countries
2.2.5T/P5 Impact of traffic crashes and how it affects the society
2.2.5T/P6 Salient factors that influence traffic safety
2.2.5T/P7 Acceptable alcohol limits
2.2.5T/P8 Importance of safe vehicles

- 2.2.5T/P9 Road quality influence on traffic safety
- 2.2.5T/P10 Speed influence on traffic safety
- 2.2.5T/P11 Human factor influence on traffic safety
- 2.2.5T/P12 Alcohol and drug abuse influence on traffic safety

Suggested Training Methods

- Lectures
- Practical exercises
- Drive around in traffic to study the traffic system
- Assignments

2.2.6 DRIVING LICENSE CATEGORIES AND THE DRIVING TEST

2.2.6C Expected Outcome

The candidate shall show knowledge of the licensing and testing process in Kenya

Theory

2.2.6T/P0 Objectives

By the end of this unit the trainee should be able to:

- a) Describe the driving license system.
- b) State the license categories.
- c) Explain the examination process
- d) Outline the examination procedure
- e) Explain how to perform a driving school test, to evaluate the knowledge of the learner driver in both theory and practical.
- f) Outline the online test registration and booking procedure

Content

- 2.2.6T/P1 Driving license system
- 2.2.6T/P2 License categories.
- 2.2.6T/P3 Examination process
- 2.2.6T/P4 Examination procedure
- 2.2.6T/P5 Driving school theory and practical test
- 2.2.6T/P6 Online test registration and booking procedure

Practice

2.2.6P/P0 Objectives

By the end of this unit the trainee should be able to:

- a) demonstrate the examination process at the examination center
- b) demonstrate online test registration and booking procedure

Content

- 2.2.6P/P1 Examination process at the examination center
- 2.2.6P/P2 Online test registration and booking procedure

Suggested Training Methods

- Lectures
- Theory test
- Practical driving test
- Assignments

2.2.7 LEGAL ASPECTS IN DRIVING

2.2.7C Expected Outcome

The candidate shall be able to explain the legal aspects in driving.

Theory

2.2.7T/P0 Objectives

By the end of this unit the trainee should be able to:

- a) Explain the Traffic Act Cap 403, the NTSA Act 33 of 2012, Insurance third party Act Cap 413 and other relevant regulations.
- b) Identify sources of new legislative information concerning traffic.

Content

2.2.7T/P1 Traffic Act Cap 403, the NTSA Act 33 of 2012, Insurance third party Act Cap 413 and other relevant regulations.

2.2.7T/P2 Sources of new legislative information concerning traffic.

Suggested Training Methods

- Lectures
- Discussions
- Exercises
- Presentation and explanation of Traffic Act Cap 403

2.2.8 TIME PLANNING

2.2.8C Expected Outcome

The trainee should be able to plan time and schedule lessons.

Theory

2.2.8T/P0 Objectives

By the end of this unit the trainee should be able to:

- a) Prepare a scheme of work.
- b) Prepare the lesson plan.
- c) Produce quality documents as teaching material for different lessons.
- d) Prepare tests and marking schedules.

Content

2.2.8T/P1 Scheme of work

2.2.8T/P2 Lesson plan

2.2.8T/P3 Quality documents as teaching material for different lessons.

2.2.8T/P4 Testing and marking schemes

Practice

2.2.8P/P0 Objective

By the end of this unit the trainee should be able to prepare and present a lesson plan and a scheme of work

Content

2.2.8P/P1 Prepare and present a scheme of work and a lesson plan

Suggested Training Methods

- Lectures
- Exercises
- Practical planning exercises using modern planning methods

2.2.9 QUALITY ASSURANCE

2.2.9C Expected Outcome

The trainee should be able to standardize teaching and ensure uniform dissemination of skills and knowledge.

Theory

2.2.9T/P0 Objectives

By the end of this unit the trainee should be able to:

- a) Discuss the quality of driving instructions
- b) Create quality educational materials and put in a quality system
- c) Evaluate the course content.
- d) Evaluate the different teaching methods
- e) Apply the methods of curriculum delivery
- f) Assess each class/student for the purpose of continuous improvements

Content

- 2.2.9T/P1 Quality of driving instructions
- 2.2.9T/P2 Quality education materials
- 2.2.9T/P3 Course content
- 2.2.9T/P4 Different teaching methods
- 2.2.9T/P5 Standard methods of curriculum delivery
- 2.2.9T/P6 Assessment of each class/student, for the purpose of continuous improvements Scheme of work

Practice

2.2.9P0 Objective

By the end of this unit the trainee should be able to competently deliver a lesson through a mock presentation

Content

- 2.2.9P/P1 Mock presentation (micro teaching)

Suggested Training Methods

2.2.10 HUMAN BEHAVIOUR IN TRAFFIC -TRAFFIC PSYCHOLOGY EDUCATION

2.2.10C Expected Outcome

The trainee should be able to explain human behavior in traffic.

Theory

2.2.10T/P0 Objectives

By the end of this unit the trainee should be able to:

- a) Outline the underlying causes and psychology of offensive driving.
- b) Discuss techniques of managing offensive drivers and remaining calm when driving.
- c) Explain different offensive driving behaviours.

Content

- 2.2.10T/P1 Underlying causes and psychology of offensive driving.
- 2.2.10T/P2 Techniques of managing offensive drivers and remaining calm when driving.
- 2.2.10T/P3 Different offensive driving behavior
 - i) speeding
 - ii) disobeying traffic lights
 - iii) not observing traffic signs
 - iv) careless overtaking
 - v) not using seat belts

Practice

2.2.10P/P0 Objective

By the end of this unit the trainee should be able to competently deliver a lesson through a mock presentation

Content

- 2.2.10P/P1 Mock presentation (micro teaching)

Suggested Training Methods

- Lectures

2.2.11 ENVIRONMENTAL EDUCATION

2.2.11C Expected Outcome

The trainee should have knowledge on environmental concerns associated with driving.

Theory

2.2.11T/P0 Objectives

By the end of this unit the trainee should be able to:

- a) Explain to the candidates how to reduce the impact of motor vehicle emissions on the environment.
- b) Provide examples of important laws and provisions that regulates the environmental work in Kenya.
- c) Discuss methods of reducing environmental pollution.
- d) Discuss the impact of driver behaviour on the environment.
- e) Identify eco- driving technique.
- f) Demonstrate product transportation knowledge.

Content

2.2.11T/P1 How to reduce the impact of motor vehicle emissions to the environment.

2.2.11T/P2 Important laws and provisions that regulates work impacting on the environmental in Kenya.

2.2.11T/P3 Methods of reducing environmental pollution.

2.2.11T/P4 Impact of driver behaviour on the environment.

2.2.11T/P5 Eco- driving technique

2.2.11T/P6 Product transportation knowledge

Suggested Training Methods

- Lectures
- Group work
- Individual work
- Discuss and analyses traffic environmental issues
- Practical eco driving

CHAPTER THREE

3.0 TRAINING OF PSV DRIVING INSTRUCTORS

3.1 Target Group

Those who aspire to be PSV driving instructors.

3.2 Responsibility

- i. The Accreditation and Academic Committee of the authority is responsible for accrediting institutions to offer this course.
- ii. The Accreditation and Academic Committee of the authority is responsible for developing and supervising the course.
- iii. The Accreditation and Academic Committee of the authority is also responsible for developing driving instructor handbook and licensing of instructors.
- iv. The Accreditation and Academic Committee of the authority continually updates the curriculum.

3.3 Training

The candidate shall take responsibility for both individual and in-group training. The training will involve both theory and practical classes.

The base for the training is the “Curriculum for Training, Testing and Licensing of Instructors, Kenya Learner Drivers’ Handbook, the Traffic Act Cap 403, NTSA act and other relevant legislation.

The key highlights are;

- I. Pedagogical Education.
- II. Time management.
- III. Curriculum for Learner Drivers.
- IV. Kenya Learner Drivers Handbook.
- V. Traffic safety education and statistics.
- VI. HGV theory education.
- VII. HGV practical education.
- VIII. Traffic Act Cap 403.
- IX. NTSA Act.
- X. Human behaviour in traffic - traffic psychology education.
- XI. Customer care/ public relations.
- XII. First Aid.
- XIII. Alcohol and Substance abuse.
- XIV. Vehicle mechanics.
- XV. Defensive driving.

3.4 Class Size

- i. Tutor to student ratio will be at most 1: 24.
- ii. The school is required to have the following minimum equipment;
 - a. Classroom for candidates 6m x 8m
 - b. Adequate ICT resources
 - c. At least 1 PSV training Vehicle for the License class.
 - d. At least 1 teacher at theory teaching.
 - e. At least 1 trainer at practical training.

3.5 Summary Table and Time Allocation

Code	Unit	Content	Time (Hours)		
			THEORY	PRACTICE	TOTAL
3.3.1	Introduction	•Administrative procedures in a driving school	1	0	1
3.3.2	Driving Instructor Testing	•Administering written, oral and practical exam			

3.3.3	Pedagogical Education	<ul style="list-style-type: none"> • Psychology of adult learning and teaching techniques • Teaching method • Communication skills • Goal and Objective writing • Modern teaching aids • Learner testing • Learner testing • Commentary driving • The teaching model “explain, act and comment” for practical education • Teaching materials development 	20	0	20
3.3.4	Kenya Learner Driver Handbook	<ul style="list-style-type: none"> • Lectures, assignments • Learner Drivers • Handbook Teaching material drawn from the Learner Driver Handbook • Quality documents from the handbook as teaching material for learner drivers. <p>Teaching on how to instruct other drivers</p>	10	0	10
3.3.5	Traffic Safety Education and Statistics	<ul style="list-style-type: none"> • Traffic safety in Kenya • Traffic statistics • Kenya road safety work • Kenya statistics and trends and compared with other countries • Impact of traffic crashes and how it affects the society 	20	0	20

		<ul style="list-style-type: none"> • Salient factors that influence traffic safety • Acceptable alcohol limits • Importance of safe vehicles • Road quality influence the traffic safety • Speed influence the traffic safety • Human factor influence the traffic safety • Alcohol and drugs influence on traffic safety 			
3.3.6	Driving License Categories and the Driving Test	<ul style="list-style-type: none"> • Driving license system • Categories of license • Examination process • Examination procedure • Driving school theory and practical test • Online test registration and booking procedure 	10	5	15
3.3.7	Legal Aspects of Driving	<ul style="list-style-type: none"> • Traffic Act Cap 403, the NTSA Act 33 of 2012, Insurance third party Act Cap 413 and other relevant regulations. • Sources of new legislative information concerning traffic. 	10	0	10
3.3.8	Time Planning	<ul style="list-style-type: none"> • Scheme of work • Lesson plan 	10	10	20

		<ul style="list-style-type: none"> • Producing quality documents as teaching material for different lessons 			
3.3.9	Quality Assurance	<ul style="list-style-type: none"> • Quality of driving instructions • Course content • Different teaching methods • Standard methods of curriculum delivery • Assessment of each class/student, for the purpose of continuous improvements Scheme of work 	10	10	20
3.3.10	Human Behaviour in Traffic – Traffic Psychology Education	<ul style="list-style-type: none"> • Underlying causes and psychology of offensive driving. • Techniques of managing offensive drivers and remaining calm when driving. • Different offensive driving behaviour 	5	0	5
3.3.11	Environment Education	<ul style="list-style-type: none"> • How to reduce the impact of motor vehicle emissions to the environment. • Important laws and provisions that regulates the environmental work in Kenya, • Methods of reducing environmental pollution. • Impact of driver behaviour on the environment. • Eco- driving technique 	5	0	5

		<ul style="list-style-type: none"> Product transportation knowledge 			
Total					126

3.3.1 INTRODUCTION

3.3.1C Expected Outcome

The trainee shall be able to explain the registration process, the work of the instructor and the work at the driving school:

Theory

3.3.1T/P0 Objectives

By the end of this unit the candidate should be familiar with:

- i. the role of a driving school
- ii. the daily work of a driving instructor

Content

3.3.1T/P11 Administrative procedures of driving school

3.3.1T/P2 Daily work of a driving instructor

Suggested Training Methods

- Presentation
- demonstration

3.3.2 DRIVING INSTRUCTOR TESTING

3.3.2C Expected Outcome

The trainee to be able to understand the content of the course hence what will be tested at completion.

Theory/Practice

3.3.2T/P0 Objective

By the end of the unit the trainee should be familiar with:

- a. the content of the course
- b. how it will be examined

Content

3.3.2T/P1 Course procedures

3.3.2T/P2 Examination procedures

3.3.3 PEDAGOGICAL EDUCATION

3.3.3C Expected Outcome

The candidate shall be able to understand how to use different pedagogical methods in adult teaching.

Theory/Practice

3.3.3T/P0 Objectives

The Pedagogical Education aims to give the candidate ability to:

- a) understand and carry through the psychology of adult learning and teaching.
- b) account for different teaching methods and their influence on the teaching result and with didactic insight account for the connection between goal and method.
- c) demonstrate good knowledge and skills concerning verbal and non-verbal ability of communication.
- d) write educational goals and objectives.
- e) use modern teaching technical aids.
- f) use modern methods to stimulate the creativity among the learner drivers.

- g) design and perform tests and exercises on learner driver.
- h) be able to plan, structure and present a teaching segment.
- i) work in group or individually.
- j) use commentary driving.
- k) use the teaching model “explain, act and comment” for practical education.
- l) know-how and be able to produce professional teaching material like power point presentations, sticky notes, white boards and others.
- m) how to use internet for teaching.

Content

- 3.3.3T/P1 Psychology of adult learning and teaching techniques
- 3.3.3T /P2 Teaching methods
- 3.3.3T /P3 Communication skills
- 3.3.3T /P4 Goal and Objective writing
- 3.3.3T /P5 Modern teaching aids
- 3.3.3T /P6 Creativity amongst learner drivers
- 3.3.3T /P7 Learner testing
- 3.3.3T /P8 Lesson planning
- 3.3.3T /P9 Working in groups or individually
- 3.3.3T /P10 Commentary driving
- 3.3.3T /P11 Teaching model “explain, act and comment” for practical education
- 3.3.3T /P12 Teaching material development
- 3.3.3T /P13 Use of the internet

Suggested Training Methods

- Lectures, group work, individual work, discussions and analysis
- Demonstration using different modern technical equipment
- Commentary driving

3.3.4 KENYA LEARNER DRIVER HANDBOOK

Kenya Learner Driver Handbook aims to give the candidate knowledge of how to drive a vehicle defensively. The candidate will also have this handbook as a base for both theory and practical driving education, explaining how to drive a vehicle defensively.

3.3.4C Expected outcome

Ability to use the learner driver handbook in teaching learner drivers; both practical and theoretical PSV driving in a defensive way.

Theory/Practice

3.3.4T/P0 Objectives

The Curriculum for Learner Drivers aims to give the candidate;

- a) a tool to be used to educate the learner driver on how to become a competent driver.
- b) knowledge of how to make the learner driver understand the danger, complexity and responsibility of driving a PSV.
- c) knowledge of how to make the learner driver understand how their behaviour and decisions impact on other road users.
- d) knowledge about human behaviour and how to become a defensive driver
- e) be familiar with the Kenya Learner Drivers Handbook

Content

- 3.3.4T/P1 Learner Drivers Handbook
- 3.3.4T/P2 Teaching material drawn from the Learner Driver Handbook
- 3.3.4T/P3 Quality documents from the handbook as teaching material for learner drivers.

3.3.4T/P4 Teaching on how to instruct other drivers

3.3.4T/P5 Kenya Learner drivers' Handbook

Suggested Training Methods

- Lectures
- Assignments
- Practical exercises
- Practical work on how to use the curriculum for learner drivers
- Group discussions
- Groups exercise for training

3.3.5 TRAFFIC SAFETY EDUCATION AND STATISTICS

3.3.5C Expected Outcome

The trainee to demonstrate knowledge of traffic safety education and statistics in Kenya

Theory/Practice

3.3.5T/P0 Objectives

By the end of this unit the trainee should be able to:

- a) discuss the traffic safety in Kenya.
- b) analyze traffic statistics.
- c) explain the Kenya road safety work.
- d) compare Kenya statistics and trends and compare with other countries.
- e) discuss the impact of traffic crashes and how it affects the society
- f) explain the salient factors that influence traffic safety.
- g) explain the acceptable alcohol limits.
- h) demonstrate the importance of safe vehicles.
- i) describe how the road quality influences traffic safety.
- j) describe how the speed influences traffic safety.
- k) discuss how the human factors influence traffic safety.
- l) discuss how alcohol and drugs abuse influence the traffic safety.

Content

3.3.5T/P1 Traffic safety in Kenya

3.3.5T/P2 Traffic statistics

3.3.5T/P3 Kenya road safety work

3.3.5T/P4 Kenya statistics and trends and compared with other countries

3.3.5T/P5 Impact of traffic crashes and how it affects the society

3.3.5T/P6 Salient factors that influence traffic safety

3.3.5T/P7 Acceptable alcohol limits

3.3.5T/P8 Importance of safe vehicles

3.3.5T/P9 Road quality influence on traffic safety

3.3.5T/P10 Speed influence on traffic safety

3.3.5T/P11 Human factor influence on traffic safety

3.3.5T/P12 Alcohol and drugs influence on traffic safety

Suggested Training Methods

- Lectures
- Practical exercises
- Drive around in traffic to study the traffic system
- Assignments

3.3.6 DRIVING LICENSE CATEGORIES AND THE DRIVING TEST

3.3.6C Expected outcome

The trainee to demonstrate knowledge of the licensing and testing process in Kenya

Theory

3.3.6T/P0 Objectives

By the end of this unit the trainee should be able to:

- a) describe the driving license system
- b) state the license categories.
- c) explain the examination process
- d) outline the examination procedure
- e) explain how to perform a driving school test, to evaluate the knowledge of the learner driver in both theory and practical.
- f) outline the online test registration and booking procedure

Content

- 3.3.6T/P1 Driving license system
- 3.3.6T/P2 License categories
- 3.3.6T/P3 Examination process
- 3.3.6T/P4 Examination procedure
- 3.3.6T/P5 Driving school theory and practical test
- 3.3.6T/P6 Online test registration and booking procedure

Practice

3.3.6P/P0 Objectives

By the end of this unit the trainee should:

- a) demonstrate the examination process at the examination centre
- b) demonstrate online test registration and booking procedure

Content

- 3.3.6P/P1 Examination process at the examination centre
- 3.3.6P/P2 Online test registration and booking procedure

Suggested Training Methods

- Lectures
- Theory test
- Practical driving test
- Assignments

3.3.7 LEGAL ASPECTS IN DRIVING

3.3.7C Expected Outcome

The trainee should be able to explain the legal aspects in driving

Theory

3.3.7T/P0 Objectives

By the end of this unit the trainee should be able to:

- a) explain the Traffic Act Cap 403, the NTSA Act 33 of 2012, Insurance third party Act Cap 413 and other relevant regulations.
- b) Identify sources of new legislative information concerning traffic.

Content

- 3.3.7T/P1 Traffic Act Cap 403, the NTSA Act 33 of 2012, Insurance third party Act Cap 413 and other relevant regulations
- 3.3.7T/P2 Sources of new legislative information concerning traffic.

Suggested Training Methods

- Lecture
- Discussion
- Exercises
- Presentation and explanation of Traffic Act Cap 403

3.3.8 TIME PLANNING

3.3.8C Expected outcome

The trainee should be able to plan time and schedule lessons.

Theory

3.3.8T0 Objectives

By the end of this unit the trainee will be able to:

- prepare a scheme of work
- prepare the lesson plan.
- produce quality documents as teaching material for different lessons
- prepare tests and marking schedule

Content

3.3.8T/P1 Scheme of work

3.3.8T/P2 Lesson plan

3.3.8T/P3 Quality documents as teaching material for different lessons

3.3.8T/P4 Testing and marking schemes

Practice

3.3.8P/P0 Objective

By the end of this unit the trainee should be able to prepare and present a lesson plan and scheme of work

Content

3.3.8P/P1 Prepare and present a scheme of work and a lesson plan

Suggested Training Methods

- Lectures
- Exercises
- Practical planning exercises using modern planning methods.

3.3 9 QUALITY ASSURANCE

3.3.9C Expected outcome

The trainee should be able to standardize teaching and ensure uniform dissemination of skills and knowledge.

Theory

3.3.9T/P0 Objectives

By the end of the unit the trainee should be able to:

- discuss the quality of driving instructions
- create quality educational materials and put in a quality system
- evaluate the course content.
- evaluate the different teaching methods
- standardize the methods of curriculum delivery
- assess each class/student, for the purpose of continuous improvements.

Content

3.3.9T/P1 Quality of driving instructions

3.3.9T/P2 Quality education materials

3.3.9T/P3 Course content

- 3.3.9T/P4 Different teaching methods
- 3.3.9T/P5 Standard methods of curriculum delivery
- 3.3.9T/P6 Assessment of each class/student, for the purpose of continuous improvements

Practice

3.3.9P/P0 Objective

By the end of this unit the trainee should be able to competently deliver a lesson through a mock presentation

Content

- 3.3.9P1 Mock presentation (micro teaching)

3.3.10 HUMAN BEHAVIOUR IN TRAFFIC -TRAFFIC PSYCHOLOGY EDUCATION

3.3.10C Competence

The trainee should be able to explain human behaviour in traffic.

Theory

3.3.10T/P0 Objectives

By the end of the unit the trainee should be able to:

- a) outline the underlying causes and psychology of offensive driving.
- b) introduce techniques of managing offensive drivers and remaining calm when driving.
- c) discuss different offensive driving behaviour

Content

- 3.3.10T/P1 Underlying causes and psychology of offensive driving.
- 3.3.10T/P2 Techniques of managing offensive drivers and remaining calm when driving
- 3.3.10T/P3 Different offensive driving behaviour
 - i) speeding
 - ii) disobeying traffic lights
 - iii) not observing traffic signs
 - iv) careless overtaking
 - v) not using seat belts

Suggested Training Methods

- Lecture
- Exercises

3.3.11 ENVIRONMENT EDUCATION

3.3.11C Expected Outcome

The trainee should have knowledge on environmental concerns associated with driving.

Theory

3.3.11T/P0 Objectives

By the end of this unit the trainee should be able to:

- a) explain to the candidates how to reduce the impact of motor vehicle emissions to the environment.
- b) provide examples of important laws and provisions that regulates the environmental work in Kenya
- c) discuss methods of reducing environmental pollution
- d) discuss the impact of driver behaviour on the environment
- e) identify eco- driving technique
- f) demonstrate product transportation knowledge

Content

- 3.3.11T/P1 How to reduce the impact of motor vehicle emissions to the environment
- 3.3.11T/P2 Important laws and provisions that regulates the environmental work in Kenya,
- 3.3.11T/P3 Methods of reducing environmental pollution.

3.3.11T/P4 Impact of driver behaviour on the environment.

3.3.11T/P5 Eco- driving technique

3.3.11T/P6 Product transportation knowledge

Suggested Training Methods

- Lectures
- Group work
- Individual work
- Discuss and analyses traffic environmental issues
- Practical eco driving

CHAPTER FOUR

4.0 TRAINING OF LIGHT VEHICLE DRIVING INSTRUCTORS

4.1 Target group

Those who aspire to be Light vehicle driving instructors.

4.2 Responsibility

- a) The Authority is responsible for accrediting institutions to offer this course.
- b) The Authority is responsible for developing and supervising the course.
- c) The Authority is also responsible for developing driving instructor handbook and licensing of instructors.
- d) The Authority continually updates the curriculum.

4.3 Training

The candidate shall take responsibility for both individual and in-group training. The training will involve both theory and practical classes.

The base for the training is the “Curriculum for Training, Testing and Licensing of Instructors, Kenya Learner Drivers’ Handbook, the Traffic Act Cap 403, NTSA act and other relevant legislation.

The key highlights are;

- a) Pedagogical Education.
- b) Time management.
- c) Curriculum for Learner Drivers.
- d) Kenya Learner Drivers Handbook.
- e) Traffic safety education and statistics.
- f) HGV theory education.
- g) HGV practical education.
- h) Traffic Act Cap 403.
- i) NTSA Act.
- j) Human behaviour in traffic - traffic psychology education.
- k) Customer care/ public relations.
- l) First Aid.
- m) Alcohol and Substance abuse.
- n) Vehicle mechanics.
- o) Defensive driving.

4.4 Class Size

- a. Tutor to student ratio will be at most 1: 24.
- b. The school is required to have the following minimum equipment;
 - i. Classroom for candidates 6m x 8m
 - ii. Adequate ICT resources
 - iii. At least 1 light training Vehicle.
 - iv. At least 1 teacher at theory teaching.

- v. At least 1 trainer at practical training.

4.5 Summary Table and Time Allocation

Code	Unit	Content	Time (Hours)		
			THEORY	PRACTICAL	TOTAL
4.4.1	Introduction	<ul style="list-style-type: none"> • Administrative procedures of driving school 	1	0	1
4.4.2	Driving Instructor Testing	Administering written, oral and practical exam			
4.4.3	Pedagogical Education	<ul style="list-style-type: none"> • Psychology of adult learning and teaching techniques • Teaching method • Communication skills • Goal and Objective writing • Modern teaching aids • Learner testing • Learner testing • Commentary driving • The teaching model “explain, act and comment” for practical education • Teaching materials development 	20	0	20
4.4.4	Kenya Learner Driver Handbook	<ul style="list-style-type: none"> • Lectures, assignments • Learner Drivers Handbook Teaching material drawn from the Learner Driver Handbook • Quality documents from the handbook as teaching material for learner drivers. • Teaching on how to instruct other drivers. 	10	0	10
4.4.5	Traffic Safety Education and Statistics	<ul style="list-style-type: none"> • Traffic safety in Kenya • Traffic statistics • Kenya road safety work • Kenya statistics and trends and compared with other countries 	20	0	20

		<ul style="list-style-type: none"> • Impact of traffic crashes and how it affects the society • Salient factors that influence traffic safety • Acceptable alcohol limits • Importance of safe vehicles • Road quality influence the traffic safety • Speed influence the traffic safety • Human factor influence the traffic safety • Alcohol and drugs influence on traffic safety 			
4.4.6	Driving License Categories and the Driving Test	<ul style="list-style-type: none"> • Driving license system • License categories. • Examination process • Examination procedure • Driving school theory and practical test • Online test registration and booking procedure 	10T	5	15
4.4.7	Legal Aspects of Driving	<ul style="list-style-type: none"> • Traffic Act Cap 403, the NTSA Act 33 of 2012, Insurance third party Act Cap 413 and other relevant regulations. • Sources of new legislative information concerning traffic 	10	0	10
4.4.8	Time Planning	<ul style="list-style-type: none"> • Scheme of work • Lesson plan • Producing quality documents as teaching material 	10	10	20
4.4.9	Quality Assurance	<ul style="list-style-type: none"> • Quality of driving instructions • Course content • Different teaching methods • Standard methods of curriculum delivery 	10	10	20

		<ul style="list-style-type: none"> • Assessment of each class/student, for the purpose of continuous improvements Scheme of work 			
4.4.10	Human Behaviour in Traffic – Traffic Psychology Education	<ul style="list-style-type: none"> • Underlying causes and psychology of offensive driving. • Techniques of managing offensive drivers and remaining calm when driving. • Different offensive driving behaviour 	5	0	5
4.4.11	Environment Education	<ul style="list-style-type: none"> • How to reduce the impact of motor vehicle emissions to the environment. • Important laws and provisions that regulates the environmental work in Kenya, • Methods of reducing environmental pollution. • Impact of driver behaviour on the environment. • Eco- driving technique • Product transportation knowledge 	5	0	5
Total					126

4.4.1 INTRODUCTION

4.4.1C Expected Outcome

The trainee shall be able to explain the registration process, the work of the instructor and the work at the driving school:

Theory/Practice

4.4.1T/P0 Objectives

The introduction aims to give the candidate a picture of a driving school and also to show the daily work for driving instructor.

Content

4.4.1T/P1 Administrative procedures of driving school

Suggested Training Methods

- Presentations/lectures
- Demonstrations

4.4.2 DRIVING INSTRUCTOR TESTING

4.4.2C Expected Outcome

The trainee to be able to understand the content of the course hence what will be tested at completion.

Theory/Practice

4.4.2T/P0 Objective

By the end of the unit the trainee should be familiar with:

- a) the content of the course
- b) how it will be examined

Content

- 4.4.2T/P1 Course procedures
- 4.4.2T/P2 Examination procedures

4.4.3 PEDAGOGICAL EDUCATION

4.4.3C Expected Outcomes

The candidate shall be able to understand how to use different pedagogical methods in adult training.

Theory

4.4.3T/P0 Objectives

By the end of this Unit the candidate will have the ability to use Pedagogical Education methods to:

- a) understand and carry out adult learning and teaching through psychology methods.
- b) account for different teaching methods and their influence on teaching results and with didactic insight account for the connection between goal and method.
- c) demonstrate good knowledge and skills concerning verbal and non-verbal communication.
- d) write educational goals and objectives.
- e) use modern teaching technical aids.
- f) use modern methods to stimulate creativity among learner drivers.
- g) design and perform tests and exercises for learner drivers.
- h) plan, structure and present a lesson.
- i) work in groups or individually.
- j) use commentary driving.
- k) use the teaching model “explain, act and comment” for practical education.
- l) produce professional teaching materials like power point presentations, sticky notes, white boards and others
- m) use the internet for teaching

Content

- 4.4.3T/P1 Psychology of adult learning and teaching techniques
- 4.4.3T/P2 Teaching methods
- 4.4.3T/P3 Communication skills
- 4.4.3T/P4 Goal and Objective writing
- 4.4.3T/P5 Modern teaching aids
- 4.4.3T/P6 Creativity amongst learner drivers
- 4.4.3T/P7 Learner testing
- 4.4.3T/P8 Lesson planning
- 4.4.3T/P9 Working in groups or individually
- 4.4.3T/P10 Commentary driving
- 4.4.3T/P11 Teaching model “explain, act and comment” for practical education

4.4.3T/P12 Teaching material development

4.4.3T/P13 Use of the internet

Suggested Training Methods

- Lectures, group work, individual work, discussions and analysis
- Demonstration using different modern technical equipment
- Commentary driving

4.4.4 KENYA LEARNER DRIVER HANDBOOK

Kenya Learner Driver Handbook aims to give the candidate knowledge of how to drive a vehicle defensively. The candidate will also have this handbook as a base for both theory and practical driving education, explaining how to drive a vehicle defensively.

4.4.4C Expected outcome

Ability to use the learner driver handbook in teaching learner drivers; both practical and theoretical light vehicle driving in a defensive way.

Theory/Practice

4.4.4T/P0 Objectives

The Curriculum for Learner Drivers aims to give the candidate;

- a) a tool to be used to educate the learner driver on how to become a competent driver.
- b) knowledge of how to make the learner driver understand the danger, complexity and responsibility of driving.
- c) knowledge of how to make the learner driver understand how their behaviour and decisions impact on other road users.
- d) knowledge about human behaviour and how to become a defensive driver
- e) be familiar with the Kenya Learner Drivers Handbook

Content

4.4.4T/P1 Learner Drivers Handbook

4.4.4T/P2 Teaching material drawn from the Learner Driver Handbook

4.4.4T/P3 Quality documents from the handbook as teaching material for learner drivers.

4.4.4T/P4 Teaching on how to instruct other drivers

4.4.4T/P5 Kenya Learner Drivers' Handbook

Suggested Training Methods

- Lectures
- Assignments
- Practical exercises
- Practical work on how to use the curriculum for learner drivers
- Group Discussions
- Groups exercise for training

4.4.5 TRAFFIC SAFETY EDUCATION AND STATISTICS

4.4.5C Expected outcome

The trainee to demonstrate knowledge of traffic safety education and statistics in Kenya

Theory/Practice

4.4.5T/P0 Objectives

By the end of this unit the trainee should be able to:

- a) discuss the traffic safety in Kenya
- b) analyze traffic statistics
- c) explain the Kenya road safety work
- d) compare Kenya statistics and trends and compare with other countries

- e) discuss the impact of traffic crashes and how it affects the society
- f) explain the salient factors that influence traffic safety
- g) explain the acceptable alcohol limits
- h) demonstrate the importance of safe vehicles
- i) describe how the road quality influences traffic safety
- j) describe how the speed influences traffic safety
- k) discuss how the human factors influence traffic safety
- l) discuss how alcohol and drugs abuse influence the traffic safety

Content

- 4.4.5T/P1 Traffic safety in Kenya
- 4.4.5T/P2 Traffic statistics
- 4.4.5T/P3 Kenya road safety work
- 4.4.5T/P4 Kenya statistics and trends and compared with other countries
- 4.4.5T/P7 Impact of traffic crashes and how it affects the society
- 4.4.5T/P8 Salient factors that influence traffic safety
- 4.4.5T/P9 Acceptable alcohol limits
- 4.4.5T/P10 Importance of safe vehicles
- 4.4.5T/P11 Road quality influence on traffic safety
- 4.4.5T/P12 Speed influence on traffic safety
- 4.4.5T/P13 Human factor influence on traffic safety
- 4.4.5T/P14 Alcohol and drugs abuse influence on traffic safety

Suggested Training Methods

- Lectures
- Practical exercises
- Drive around in traffic to study the traffic system
- Assignments
-

4.4.6 DRIVING LICENSE CATEGORIES AND THE DRIVING TEST

4.4.6C Expected Outcome

The trainee to demonstrate knowledge of the licensing and testing process in Kenya

Theory

4.4.6T/P0 Objectives

By the end of this unit the trainee should be able to:

- a) describe the driving license system
- b) state the license categories.
- c) explain the examination process
- d) outline the examination procedure
- e) explain how to perform a driving school test, to evaluate the knowledge of the learner driver in both theory and practical.
- f) outline the online test registration and booking procedure

Content

- 4.4.6T/P1 Driving license system
- 4.4.6T/P2 License categories
- 4.4.6T/P3 Examination process
- 4.4.6T/P4 Examination procedure
- 4.4.6T/P5 Driving school theory and practical test
- 4.4.6T/P6 Online test registration and booking procedure

Practice

4.4.6P/P0 Objectives

By the end of this unit the trainee should:

- a) demonstrate the examination process at the examination centre
- b) demonstrate online test registration and booking procedure

Content

4.4.6P/P1 Examination process at the examination centre

4.4.6P/P2 Online test registration and booking procedure

Suggested Training Methods

- Lectures
- Theory test
- Practical driving test
- Assignments

4.4.7 LEGAL ASPECTS IN DRIVING

4.4.7C Expected Outcome

The trainee should be able to explain the legal aspects in driving

Theory

4.4.7T/P0 Objectives

By the end of this unit the trainee should be able to:

- a) explain the Traffic Act Cap 403, the NTSA Act 33 of 2012, Insurance third party Act Cap 413 and other relevant regulations.
- b) Identify sources of new legislative information concerning traffic.

Content

4.4.7T/P1 Traffic Act Cap 403, the NTSA Act 33 of 2012, Insurance third party Act Cap 413 and other relevant regulations

4.4.7T/P2 Sources of new legislative information concerning traffic.

Suggested Training Methods

- Lecture
- Discussion
- Exercises
- Presentation and explanation of Traffic Act Cap 403

4.4.8 TIME PLANNING

4.4.8C Expected Outcome

The trainee should be able to plan time and schedule lessons.

Theory

4.4.8T/P0 Objectives

By the end of this unit the trainee will be able to:

- a) prepare a scheme of work
- b) prepare the lesson plan.
- c) produce quality documents as teaching material for different lessons
- d) prepare test and marking schedule

Content

4.4.8T/P1 Scheme of work

4.4.8T/P2 Lesson plan

4.4.8T/P3 Quality documents as teaching material for different lessons

4.4.8T/P4 Testing and marking schemes

Practice

4.4.8P/P0 Objective

By the end of this unit the trainee should be able to prepare and present a lesson plan and scheme of work

Content

4.4.8P/P1 Prepare and present a scheme of work and a lesson plan

Suggested Training Methods

- Lectures
- Exercises
- Practical planning exercises using modern planning methods.

4.4. 9 QUALITY ASSURANCE

4.4.9C Expected Outcome

The trainee should be able to standardize teaching and ensure uniform dissemination of skills and knowledge.

Theory

4.4.9T/P0 Objectives

By the end of the unit the trainee should be able to:

- a) discuss the quality of driving instructions
- b) create quality educational materials and put in a quality system
- c) evaluate the course content.
- d) evaluate the different teaching methods
- e) standardize the methods of curriculum delivery
- f) assess each class/student, for the purpose of continuous improvements.

Content

4.4.9T/P1 Quality of driving instructions

4.4.9T/P2 Quality education materials

4.4.9T/P3 Course content

4.4.9T/P4 Different teaching methods

4.4.9T/P5 Standard methods of curriculum delivery

4.4.9T/P6 Assessment of each class/student, for the purpose of continuous improvements

Practice

4.4.9P/P0 Objective

By the end of this unit the trainee should be able to competently deliver a lesson through a mock presentation

Content

4.4.9P/P1 Mock presentation (micro teaching)

4.4.10 HUMAN BEHAVIOUR IN TRAFFIC -TRAFFIC PSYCHOLOGY EDUCATION

4.4.10C Expected outcome

The trainee should be able to explain human behaviour in traffic.

Theory

4.4.10T/P0 Objectives

By the end of the unit the trainee should be able to:

- a) outline the underlying causes and psychology of offensive driving.
- b) introduce techniques of managing offensive drivers and remaining calm when driving.
- c) discuss different offensive driving behaviour

Content

- 4.4.10T/P1 Underlying causes and psychology of offensive driving.
4.4.10T/P2 Techniques of managing offensive drivers and remaining calm when driving
4.4.10T/P3 Different offensive driving behaviour
- speeding
 - disobeying traffic lights
 - not observing traffic signs
 - careless overtaking
 - not using seat belts

Suggested Training Methods

- Lecture
- Exercises

4.4.11 ENVIRONMENT EDUCATION

4.4.11C Expected Outcome

The trainee should have knowledge on environmental concerns associated with driving.

Theory

4.4.11T/P0 Objectives

By the end of this unit the trainee should be able to:

- explain to the candidates how to reduce the impact of motor vehicle emissions to the environment.
- provide examples of important laws and provisions that regulates the environmental work in Kenya
- discuss methods of reducing environmental pollution
- discuss the impact of driver behaviour on the environment
- identify eco- driving technique
- demonstrate product transportation knowledge

Content

- 4.4.11T/P1 How to reduce the impact of motor vehicle emissions to the environment
4.4.11T/P2 Important laws and provisions that regulates the environmental work in Kenya,
4.4.11T/P3 Methods of reducing environmental pollution.
4.4.11T/P4 Impact of driver behaviour on the environment.
4.4.11T/P5 Eco- driving technique
4.4.11T/P6 Product transportation knowledge

Suggested Training Methods

- Lectures
- Group work
- Individual work
- Discuss and analyses traffic environmental issues
- Practical eco driving

CHAPTER FIVE

5.0 TRAINING OF MOTORCYCLE RIDER INSTRUCTORS

5.1 Target group

Those who aspire to be motor cycle riding instructors.

5.2 Responsibility

Responsibility

- The Authority is responsible for accrediting institutions to offer this course.
- The Authority is responsible for developing and supervising the course.
- The Authority is also responsible for developing driving instructor handbook and licensing of instructors.

- iv. The Authority continually updates the curriculum.

2.3 Training

The candidate shall take responsibility for both individual and in-group training. The training will involve both theory and practical classes.

The base for the training is the “Curriculum for Training, Testing and Licensing of Instructors, Kenya Learner Drivers’ Handbook, the Traffic Act Cap 403, NTSA act and other relevant legislation.

The key highlights are;

- a) Pedagogical Education.
- b) Time management.
- c) Curriculum for Learner Drivers.
- d) Kenya Learner Drivers Handbook.
- e) Traffic safety education and statistics.
- f) HGV theory education.
- g) HGV practical education.
- h) Traffic Act Cap 403.
- i) NTSA Act.
- j) Human behaviour in traffic - traffic psychology education.
- k) Customer care/ public relations.
- l) First Aid.
- m) Alcohol and Substance abuse.
- n) Vehicle mechanics.
- o) Defensive driving.

2.4 Class Size

- a. Tutor to student ratio will be at most 1: 24.
- b. The school is required to have the following minimum equipment;
 - i. Classroom for candidates 6m x 8m
 - ii. Adequate ICT resources
 - iii. At least 1 Motorcycle for training.
 - iv. At least 1 teacher at theory teaching.
 - v. At least 1 trainer at practical training.

5.5 Summary Table and Time Allocation

Code	Unit	Content	Time (Hours)	PRACTICAL	TOTAL
			THEORY		
5.5.1	Introduction	<ul style="list-style-type: none"> Administrative procedures of driving school 	1	0	1
5.5.2	Driving Instructor Testing	<ul style="list-style-type: none"> Administering written, oral and practical exam 			
5.5.3	Pedagogical Education	<ul style="list-style-type: none"> Psychology of adult learning and teaching techniques Teaching method Communication skills Goal and Objective writing Modern teaching aids Learner testing 	20	0	20

		<ul style="list-style-type: none"> • Learner testing • Commentary driving • The teaching model “explain, act and comment” for practical education • Teaching materials development 			
5.5.4	Kenya Learner Driver Handbook	<ul style="list-style-type: none"> • Lectures, assignments • Teaching material drawn from the Learner Driver Handbook • Quality documents from the handbook as teaching material for learner drivers. • Teaching on how to instruct other drivers 	10	0	10
5.5.5	Traffic Safety Education and Statistics	<ul style="list-style-type: none"> • Traffic safety in Kenya • Traffic statistics • Kenya road safety work • Kenya statistics and trends and compared with other countries • Impact of traffic crashes and how it affects the society • Salient factors that influence traffic safety • Acceptable alcohol limits • Importance of safe vehicles • Road quality influence the traffic safety • Speed influence the traffic safety • Human factor influence the traffic safety <p>Alcohol and drugs influence on traffic safety</p>	20	0	20
5.5.6	Driving License Categories and the Driving Test	<ul style="list-style-type: none"> • Driving license system categories. • Examination process • Examination procedure • Driving school theory and practical test • Online test registration and booking procedure 	10	5	15

5.5.7	Legal Aspects of Driving	<ul style="list-style-type: none"> • Traffic Act Cap 403, the NTSA Act 33 of 2012, Insurance third party Act Cap 413 and other relevant regulations. • Sources of new legislative information concerning traffic 	10	0	10
5.5.8	Time Planning	<ul style="list-style-type: none"> • Scheme of work • Lesson plan • Producing quality documents as teaching material 	10	10	20
5.5.9	Quality Assurance	<ul style="list-style-type: none"> • Quality of driving instructions • Course content • Different teaching methods • Standard methods of curriculum delivery • Assessment of each class/student, for the purpose of continuous improvements Scheme of work 	10	10	20
5.5.10	Human Behaviour in Traffic – Traffic Psychology Education	<ul style="list-style-type: none"> • Underlying causes and psychology of offensive driving. • Techniques of managing offensive drivers and remaining calm when driving. • Different offensive driving behaviour 	5	0	5
5.5.11	Environment Education	<ul style="list-style-type: none"> • How to reduce the impact of motor vehicle emissions to the environment. • Important laws and provisions that regulates the environmental work in Kenya, • Methods of reducing environmental pollution. • Impact of driver behaviour on the environment. • Eco- driving technique • Product transportation knowledge 	5	0	5
Total					126

5.5.1 INTRODUCTION

5.5.1.2 Expected Outcome

The trainee shall be able to explain the registration process, the work of the instructor and the work at the driving school:

Theory

5.5.1T/P0 Objectives

By the end of this unit the candidate should be familiar with:

- a) the role of a driving school
- b) the daily work of a driving instructor

Content

5.5.1T/P1 Administrative procedures of driving school

5.5.1T/P2 Daily work of a driving instructor

Suggested Training Methods

- Presentation/lecture
- Demonstrations

5.5.2 DRIVING INSTRUCTOR TESTING

5.5.2C Expected Outcome

The trainee will understand the content of the course and how it will be examined.

Theory/Practice

5.5.2T/P0 Objective

By the end of the unit the trainee should be familiar with:

- a) the content of the course
- b) how it will be examined

Content

5.5.2T/P1 Course procedures

5.5.2T/P2 Examination procedures

5.5.3 PEDAGOGICAL EDUCATION

5.5.3C Expected Outcome

The candidate shall be able to understand how to use different pedagogical methods in adult training.

Theory/Practice

5.5.3T/P0 Objectives

By the end of this Unit the candidate will have the ability to use Pedagogical Education methods to:

- a) understand and carry out adult learning and teaching through psychology methods.
- b) account for different teaching methods and their influence on teaching results and with didactic insight account for the connection between goal and method.
- c) demonstrate good knowledge and skills concerning verbal and non-verbal communication.
- d) write educational goals and objectives.
- e) use modern teaching technical aids.
- f) use modern methods to stimulate creativity among learner drivers.
- g) design and perform tests and exercises for learner drivers.
- h) plan, structure and present a lesson.
- i) work in groups or individually.
- j) use commentary driving.
- k) use the teaching model “explain, act and comment” for practical education.

- l) produce professional teaching materials like power point presentations, sticky notes, white boards and others
- m) use the internet for teaching

Content

- 5.5.3T/P1 Psychology of adult learning and teaching techniques
- 5.5.3T/P2 Teaching methods
- 5.5.3T/P3 Communication skills
- 5.5.3T/P4 Goal and Objective writing
- 5.5.3T/P5 Modern teaching aids
- 5.5.3T/P6 Creativity amongst learner drivers
- 5.5.3T/P7 Learner testing
- 5.5.3T/P8 Lesson planning
- 5.5.3T/P9 Working in groups or individually
- 5.5.3T/P10 Commentary driving
- 5.5.3T/P11 Teaching model “ explain, act and comment” for practical education
- 5.5.3T/P12 Teaching material development
- 5.5.3T/P13 Use of the internet

Suggested Training Methods

- Lectures, group work, individual work, discussions and analysis
- Demonstration using different modern technical equipment
- Commentary driving

5.5.4 KENYA LEARNER DRIVER HANDBOOK

Kenya Learner Driver Handbook aims to give the candidate knowledge of how to drive a vehicle defensively. The candidate will also have this handbook as a base for both theory and practical driving education, explaining how to drive a vehicle defensively.

5.5.4C Expected outcome

Ability to use the learner driver handbook in teaching learner drivers; both practical and theoretical motor cycle riding in a defensive way.

Theory/Practice

5.5.4T/P0 Objectives

The Curriculum for Learner Drivers aims to give the candidate;

- a) A tool to be used to educate the learner driver on how to become a competent driver.
- b) Knowledge of how to make the learner driver understand the danger, complexity and responsibility of riding a motor cycle..
- c) Knowledge of how to make the learner driver understand how their behaviour and decisions impact on other road users.
- d) Knowledge about human behaviour and how to become a defensive driver
- e) Be familiar with the Kenya Learner Drivers Handbook

Content

- 5.5.4T/P1 Educating learners to become competent drivers
- 5.5.4T/P2 Dangers, complexity and responsibility of driving a motorcycle
- 5.5.4T/P3 Impact of behavior and decisions on other road users
- 5.5.4T/P4 Human factors in defensive driving.
- 5.5.4T/P5 Kenya Learner Drivers’ Handbook.

Suggested Training Methods

- Lectures, assignments
- Practical exercises

- Practical work on how to use the curriculum for learner drivers
- Group Discussions
- Groups exercise for training

5.5.5 TRAFFIC SAFETY EDUCATION AND STATISTICS

5.5.5C Expected Outcome

The trainee to demonstrate knowledge of traffic safety education and statistics in Kenya

Theory/Practice

5.5.5T/P0 Objectives

By the end of this unit the trainee should be able to:

- discuss the traffic safety in Kenya.
- analyze traffic statistics.
- explain the Kenya road safety work.
- compare Kenya statistics and trends and compare with other countries.
- discuss the impact of traffic crashes and how it affects the society
- explain the salient factors that influence traffic safety
- explain the acceptable alcohol limits
- demonstrate the importance of safe vehicles
- describe how the road quality influences the traffic safety
- describe how the speed influences the traffic safety
- discuss how the human factors influence the traffic safety
- discuss how alcohol and drugs influence the traffic safety

Content

- 5.5.5T/P1 Traffic safety in Kenya
- 5.5.5T/P2 Traffic statistics
- 5.5.5T/P3 Kenya road safety work
- 5.5.5T/P4 Kenya statistics and trends and compared with other countries
- 5.5.5T/P5 Impact of traffic crashes and how it affects the society
- 5.5.5T/P6 Salient factors that influence traffic safety
- 5.5.5T/P7 Acceptable alcohol limits
- 5.5.5T/P8 Importance of safe vehicles
- 5.5.5T/P9 Road quality influence the traffic safety
- 5.5.5T/P10 Speed influence the traffic safety
- 5.5.5T/P11 Human factor influence the traffic safety
- 5.5.5T/P12 Alcohol and drugs influence on traffic safety

Suggested Training Methods

- Lectures
- Practical exercises
- Drive around in traffic to study the traffic system
- Assignments

5.5.6 DRIVING LICENSE CATEGORIES AND THE DRIVING TEST

5.5.6C Expected Outcome

The trainee to demonstrate knowledge of the licensing and testing process in Kenya

Theory

5.5.6T/P0 Objectives

By the end of this unit the trainee should be able to:

- describe the driving license system

- b) state the license categories
- c) explain the examination process
- d) outline the examination procedure
- e) explain how to perform a driving school test, to evaluate the knowledge of the learner driver in both theory and practical
- f) outline the online test registration and booking procedure

Content

- 5.5.6T/P1 Driving license system
- 5.5.6T/P2 License categories
- 5.5.6T/P3 Examination process
- 5.5.6T/P4 Examination procedure
- 5.5.6T/P5 Driving school theory and practical test
- 5.5.6T/P6 Online test registration and booking procedure

Practice

5.5.6P/P0 Objectives

By the end of this unit the trainee should:

- a) demonstrate the examination process at the examination centre
- b) demonstrate online test registration and booking procedure

Content

- 5.5.6P/P1 Examination process at the examination centre
- 5.5.6P/P2 Online test registration and booking procedure

Suggested Training Methods

- Lectures
- Theory test
- Practical driving test
- Assignments

5.5.7 LEGAL ASPECTS IN DRIVING

5.5.7C Expected Outcome

The trainee should be able to explain the legal aspects in driving

Theory

5.5.7T/P0 Objectives

By the end of this unit the trainee should be able to:

- a) explain the Traffic Act Cap 403, the NTSA Act 33 of 2012, Insurance third party Act Cap 413 and other relevant regulations.
- b) Identify sources of new legislative information concerning traffic.

Content

- 5.5.7T/P1 Traffic Act Cap 403, the NTSA Act 33 of 2012, Insurance third party Act Cap 413 and other relevant regulations
- 5.5.7T/P2 Sources of new legislative information concerning traffic.

Suggested Training Methods

- Lecture
- Discussion
- Exercises
- Presentation and explanation of Traffic Act Cap 403

5.5.8 TIME PLANNING

5.5.8C Expected Outcome

The trainee should be able to plan time and schedule lessons.

Theory

5.5.8T/P0 Objectives

By the end of this unit the trainee will be able to:

- a) prepare a scheme of work
- b) prepare the lesson plan.
- c) produce quality documents as teaching material for different lessons
- d) prepare tests and marking schedules

Content

5.5.8T/P1 The scheme of work

5.5.8T/P2 The lesson plan.

5.5.8T/P3 Quality documents as teaching material for different lessons

5.5.8T/P4 Testing and marking schemes

Practice

5.5.8P/P0 Objective

By the end of this unit the trainee should be able to prepare and present a lesson plan and scheme of work

Content

5.5.8P/P1 Prepare and present a scheme of work and a lesson plan

Suggested Training Methods

- Lectures
- Exercises
- Practical planning exercises using modern planning methods.

5.5. 9 QUALITY ASSURANCE

5.5.9C Expected Outcome

The trainee should be able to standardize teaching and ensure uniform dissemination of skills and knowledge.

Theory

5.5.9T/P0 Objectives

By the end of the unit the trainee should be able to:

- a) discuss the quality of driving instructions
- b) create quality educational materials and put in a quality system
- c) evaluate the course content.
- d) evaluate the different teaching methods
- e) standardize the methods of curriculum delivery
- f) assess each class/student, for the purpose of continuous improvements.

Content

5.5.9T/P1 Quality of driving instructions

5.5.9T/P2 Quality education materials

5.5.9T/P3 Course content

5.5.9T/P4 Different teaching methods

5.5.9T/P5 Standard methods of curriculum delivery

5.5.9T/P6 Assessment of each class/student, for the purpose of continuous improvements

Practice

5.5.9P/P0 Objective

By the end of this unit the trainee should be able to competently deliver a lesson through a mock presentation

Content

5.5.9P/P1 Mock presentation (micro teaching)

5.5.10 HUMAN BEHAVIOUR IN TRAFFIC -TRAFFIC PSYCHOLOGY EDUCATION**5.5.10C Expected Outcome**

The trainee should be able to explain human behaviour in traffic.

Theory**5.5.10T/P0 Objectives**

By the end of the unit the trainee should be able to:

- a) outline the underlying causes and psychology of offensive driving.
- b) introduce techniques of managing offensive drivers and remaining calm when driving.
- c) discuss different offensive driving behaviour

Content

5.5.10T/P1 Underlying causes and psychology of offensive driving.

5.5.10T/P2 Techniques of managing offensive drivers and remaining calm when driving

5.5.10T/P3 Different offensive driving behaviour

- i) speeding
- ii) disobeying traffic lights
- iii) not observing traffic signs
- iv) careless overtaking
- v) not using seat belts

Practice**5.5.10P/P0 Objective**

By the end of this unit the trainee should be able to competently deliver a lesson through a mock presentation

Content

5.5.10P/P1 Mock presentation (micro teaching)

Suggested Training Methods

- Lecture
- Exercises

5.5.11 ENVIRONMENT EDUCATION**5.5.11C Expected Outcome**

The trainee should have knowledge on environmental concerns associated with driving.

Theory**5.5.11T/P0 Objectives**

By the end of this unit the trainee should be able to:

- a) explain to the candidates how to reduce the impact of motor vehicle emissions to the environment.
- b) provide examples of important laws and provisions that regulates the environmental work in Kenya
- c) discuss methods of reducing environmental pollution
- d) discuss the impact of driver behaviour on the environment
- e) identify eco- driving technique
- f) demonstrate product transportation knowledge

Content

5.5.11T/P1 How to reduce the impact of motor vehicle emissions to the environment

5.5.11T/P2 Important laws and provisions that regulates the environmental work in Kenya,

5.5.11T/P3 Methods of reducing environmental pollution.

5.5.11T/P4 Impact of driver behaviour on the environment.

5.5.11T/P5 Eco- driving technique

5.5.11T/P6 Product transportation knowledge

Suggested Training Methods

- Lectures
- Group work
- Individual work
- Discuss and analyses traffic environmental issues
- Practical eco driving

Part 3

CURRICULUM FOR TRAINING, TESTING AND LICENSING DRIVER EXAMINERS

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1.0 INTRODUCTION

1.1 Foreword

This curriculum is designed for training of driving test examiners. The curriculum is also a quality assurance and groundwork for further courses. The content and goal in this curriculum will place a level of the knowledge and competence that each individual examiner shall reach.

1.2 Background

Traffic crashes constitute economic and health challenges nationally, due to all those who are killed and injured. Human error has been cited as the major contributor to road crashes. The Government has recognized that part of the problem stems from the driver licensing system, beginning with the training and licensing of driving test examiners. The driving test in many ways controls how citizens are trained in driving, the current testing system leaves a lot to be desired, thus the need for change.

Conducting driving tests is a complex process. The examiner needs to be conversant with the laws governing traffic and also how to take care of the trainees. The examiner should also know how to conduct a standardized driving test for all trainees.

The driving test examiner is a person in authority and this puts a high demands on him/her. The examiner needs to be impartial, have an open mind and an accepted attitude. He/she must maintain a high level of objectivity irrespective of nationality, race, ethnicity, religion and gender of the trainee being tested. The examiner should also behave in a way that makes the trainee feel comfortable and thus be in a position to perform their best. The examiner has the responsibility of deciding who passes the driving test.

1.3 Use

This curriculum is to be used for training of driving test examiners, thus those who aspire to be driving test examiners are expected to familiarize themselves with its contents and learn the requirements to work as an examiner.

The result of the course is to have well-trained and competent examiners who will enhance the quality of the driver licensing system and help to improve the road safety situation in Kenya.

1.4 Examiners License Clusters

The Authority has clustered examiners licenses into 2 Levels:

- (a) Examiners Level 1: Licence Categories A, B.
- (b) Examiners Level 2 : Licence Categories C, D,E,G

1.5 Goal of the training course

The goal after completing the course should be that the trainee has acquired the knowledge and skills required for assessing aspiring drivers/riders. The training shall also ensure that the driving test examiner has wide knowledge of road safety.

CHAPTER TWO

2.0 TRAINING, TESTING AND LICENSING OF LEVEL 1 DRIVER EXAMINERS

2.1 Target Group

Those who aspire to be appointed by the Authority, as examiners of license categories A & B.

2.2 Responsibility for the Course

The regulating body is charged with the responsibility of developing and supervising the course. They are also responsible for developing course books, learning materials and licensing. .

2.3 Required Qualifications for the light cars and motorcycle Driving Test Examiner Course

- i) Must hold the driving license for the category A & B.
- ii) Minimum 5 years' experience of driving.
- iii) Minimum age of 26 years.
- iv) Minimum diploma holder
- v) Not convicted of a serious traffic offence
- vi) Police clearance certificate
- vii) Passed medical test (including eye-sight)
- viii) Three years' experience as a driving instructor/trainer
- ix) Be a member of a professional body approved by the Authority.

2.4 Training

The training alternates between group studies and practice. The main topics during group studies will concentrate on the Traffic Act cap 403, human behaviour, the professional role as an examiner, knowledge about environmental issues (eco-driving) and First Aid; but also how to follow the curriculum for driver training.

The main topics during practical training will concentrate on the curriculum for conducting the driving test and the professional role as an examiner.

2.4.1 Theoretical Training

The theoretical training is divided in different subtopics. The contents and goals are specified below (see sub topics).

2.4.2 Practical Training

Under the practical training the trainee is accompanied by a supervisor. The supervisor shall support and encourage the trainee in the learning and development, so he/she can convert the theoretical training into proficiencies and gradually grow into the professional role as an examiner.

2.4.3 Course Structure and Content

- The course is divided into a number of subtopics.
- The total duration of the course is four (4) months.
- Theory and practice is alternated. Schedule is made before every new course and shall be announced to the trainees before the start of the course.
- The trainees must attend at least 80% of the course to be allowed to sit for exams.

2.5 Examination

- a. The examination is an objective assessment of the trainee's ability to perform as a driving test examiner. The examination tests the trainee's knowledge and skills.
- b. The examination is conducted through theoretical tests, oral presentations and practical test (conducting a driving test).
- c. Continuous Assessment tests of 2 hours shall be administered after every 40 hours/5 days of learning.
- d. The examinations are conducted so that the regulating body which licenses and appoints examiners is certain that the trainees possess the knowledge and skills required of a driving test examiner.

2.5.1 Examination content

The trainee must pass every subtopic and final exam.

2.5.2 Final examination

To receive a certificate:

- i) The trainee must have passed all tests
- ii) The trainee must demonstrate the right attitude and character.

2.5.3 Repeating the examination

If a trainee fails in any subtopic test he/she can take the test again however the trainee is allowed a maximum of three tries under the running course time. After three tries one retakes the entire course.

2.6 Course Structure, Content and Time Allocation

Code	Unit	Content	Time (Hours)	Practical	Total
			Theory		
2.2.1	Reporting and orientation at the training centre	<ul style="list-style-type: none">• Registration Process• The procedures at the centre• Overview of the course outline	8	0	8
2.2.2	Introduction of the Course	<ul style="list-style-type: none">• Obligations of the trainee	8	0	8

Code	Unit	Content	Time (Hours)	Practical	Total
			Theory		
2.2.3	Human Behaviour (The human in the driving test)	<ul style="list-style-type: none"> • Theories about human behaviour and different personalities in driving • Behaviour as a professional examiner • Group pressure and the social driver • The cultural aspects and human relations • Perception and the design of the traffic environment • Communication methods 	16	20	36
2.2.4	Role of a professional examiner	<ul style="list-style-type: none"> • Role of examiner • Guiding documents (Traffic sign chart, model town, assessment checklist) • Role of the Authority • Moral and ethical obligations of the examiner. • Handling conflicts of interest and unethical behaviour. 	16	0	16
2.2.5	Orientation week at a driving test centre	<ul style="list-style-type: none"> • Work, goals and the centre's function. • Mock driving tests 	16	0	16

Code	Unit	Content	Time (Hours)		
			Theory	Practical	Total
2.2.6	Knowledge about the Learner Driver Handbook, the Curriculum for Driver Examination and the Curriculum for Driving Licenses	<ul style="list-style-type: none"> Assessing the candidate's knowledge of the Learner drivers' handbook. Interpreting the Curriculum for light cars and motorcycle Drivers. Interpreting the Curriculum for Driving schools. Conducting Driving exams. 	40	0	40
2.2.7	Traffic Act/NTSA Act and other Legislations	<ul style="list-style-type: none"> Knowledge on Traffic rules and road transport regulations, as stipulated in the NTSA Act No. 33 of 2012, Traffic Act Cap. 403 and other relevant legislations. 	24	0	40
2.2.8	First Aid, Fire Fighting	<ul style="list-style-type: none"> care of people at a crash scene and action when a vehicle is on fire The fire triangle Inflammable goods Dangerous goods LABC (location-airways-breathing-circulation), CPR (cardiopulmonary resuscitation) with theoretical and practical moment 	8	8	16
2.2.9	Special conditions for driving light cars and motorcycle	<ul style="list-style-type: none"> Environmental issues Greenhouse effect Different fuels Eco-driving effects on the environment Knowledge about Pollutants and pollution 	16	0	16
2.2.10	Standardized Driving Test	<ul style="list-style-type: none"> Driving test structure. How to fill in the required documents. 	24	0	24

Code	Unit	Content	Time (Hours)	Practical	Total
			Theory		
		<ul style="list-style-type: none"> • Methodology and guidelines on preparing a test • Examining a candidate. 			
2.2.11	Examining Practice	<ul style="list-style-type: none"> • Conducting theoretical and practical driving tests over a period of 2 weeks. 	0	80	80
	TOTAL		168	108	276

2.2.1 Reporting and Orientation at the Training Centre

2.2.1C Expected Outcome

The trainee will be able to outline the procedures carried out at the Training Centre.

2.2.1T/P0 Objectives

By the end of the unit the trainee will be able to:

- (a) Explain Registration process.
- (b) Outline the procedures of registering at the training centre
- (c) Outline the overview of the course

Content

- 2.2.1T/P1 Registration Process
- 2.2.1T/P2 Process of registering at the training centre
- 2.2.1T/P3 Overview of the course outline

Responsible

Supervisor

Where

Examiners Training centre

Time

Participate at the centre 8 hours

Demands

Meet minimum qualifications

Training method

Participatory

Suggested Teaching and Learning Activities

- Interactive lectures
- Discussions
- Demonstration

- Audio visual
- Field trips
- Practical exercises

Suggested Teaching and Learning Resources

- Text books
- Internet
- Journals

Suggested Assessment Methods

Checklist

2.2.2 INTRODUCTION OF THE COURSE

2.2.2C Expected Outcome

The trainee should be able to familiarize with the course.

Theory/Practice

2.2.2T/P0 Objectives

By the end of this unit the trainee should be able to explain the obligations of a trainee at a training centre.

Content

2.2.2T/P1 Obligations of trainees

Responsible

- Manager and senior trainers/teachers

Where

- Group studies in class room

Time

- 8 hours Participation at the centre

Demands

- Active class participation

Training method

- Discussions and lectures

Suggested Teaching and Learning Activities

- Interactive lectures
- Discussions
- Demonstration
- Audio visual
- Practical exercises

Suggested Teaching and Learning Resources

- Text books
- Internet
- Journals

Suggested Assessment Methods

- Oral tests
- Assignment

2.2.3 HUMAN BEHAVIOUR (THE HUMAN IN THE DRIVING TEST)

2.2.3C Expected Outcomes

The trainee should be able to explain human behaviour when the test is carried out.

Theory/Practice

2.2.3T/P0 Objectives

By the end of this unit the trainee should be able to:

- (a) Explain theories about human behaviour and different personalities in driving.
- (b) Demonstrate a professional examiner's behaviour.
- (c) Explain group pressure and the social driver.
- (d) Identify the cultural aspects and human relations.
- (e) Explain perception and the design of the traffic environment.
- (f) Identify techniques of communicating with other road users.

Content

- 2.2.3T/P1 Theories about human behaviour and different personalities in driving
- 2.2.3T/P2 Behaviour as a professional examiner
- 2.2.3T/P3 Group pressure and the social driver
- 2.2.3T/P4 Cultural aspects and human relations
- 2.2.3T/P5 Perception and the design of the traffic environment
- 2.2.3T/P6 Communication methods

Responsible

- Manager and senior trainers/teachers

Where

- Group Studies in the classroom

Time

- In class with trainers/teachers approx. 16 hours
- Individual work/ research approximated time 20 hours

Demands

- Attendance and active participation
- Continuous Assessment Test /Assignment

Training method

- Lectures
- Group work
- Individual work

Materials

- Distributed work material made by teacher/trainer

Suggested Teaching and Learning Activities

- Interactive lectures
- Discussions
- Demonstration
- Audio visual
- Practical exercises

Suggested Teaching and Learning Resources

- Text books
- Internet
- Journals

Suggested Assessment Methods

- Oral/written tests
- Assignment
- Project work
- Class attendance

2.2.4 ROLE OF A PROFESSIONAL EXAMINER

2.2.4C Expected Outcome

The trainee should be able to demonstrate the role of a professional examiner.

2.2.4T/P0 Objectives

By the end of the unit the trainee will be able to:

- a) Explain the role of the examiner.
- b) Identify guiding documents in examination.
- c) Explain the role of the Authority.
- d) Discuss the moral and ethical obligations of the examiner.
- e) Demonstrate practical techniques of handling conflicts of interest and unethical behaviour.

Content

2.2.4T/P1 Role of examiner

2.2.4T/P2 Guiding documents (Traffic sign chart, model town, assessment checklist)

- 2.2.4T/P3 Role of the Authority
- 2.2.4T/P4 Moral and ethical obligations of the examiner.
- 2.2.4T/P5 Conflicts of interest and unethical behaviour.

Responsible

- Selected teacher/trainer

Where

Group studies in class room

Time

16 hours in classroom,

Demands

Active participation

Attendance

Training method

- Lectures
- Group work and individual work

Materials

- Distributed up to date material from the responsible trainer/teacher

Suggested Teaching and Learning Activities

- Interactive lectures
- Discussions
- Demonstration
- Audio visual
- Practical exercises

Suggested Teaching and Learning Resources

- Text books
- Internet
- Journal

- Guiding documents for examination (Traffic sign chart, model town, assessment checklist)

Suggested Assessment Methods

- Oral/written tests
- Assignment
- Project work

2.2.5 ORIENTATION AT A DRIVING TEST CENTRE

2.2.5C Expected Outcome

The trainee to demonstrate knowledge of a driving test centre.

Theory/Practice

2.2.5T/P0 Objectives

By the end of this unit the trainee should be able to:

- (a) Describe the process of examining at a driving test centre.
- (b) Conduct a mock driving test.

Content

2.2.1T/P1 Process of examining at the centre.

2.2.1T/P3 Mock driving test Examination.

Responsible

- Supervisor

Where

- Driving test centre

Time

- 16 hours participation at the centre

Demands

- Orientation report

Training method

- Lectures
- Demonstration

Suggested Teaching and Learning Activities

- Interactive lectures
- Discussions
- Demonstration
- Audio visual
- Field trips
- Practical exercises

Suggested Teaching and Learning Resources

- Centre examiners
- Internet
- Journals

Suggested Assessment Methods

- Oral tests
- Assignment

2.2.6 KNOWLEDGE ABOUT THE LEARNER DRIVER HANDBOOK AND THE CURRICULUM FOR LICENSING OF MOTORCYCLES, LIGHT VEHICLES, INSTRUCTORS AND DRIVING SCHOOLS

2.2.6C Expected Outcomes

The trainee should be able to discuss the Learner driver handbook and the curricula for Licensing of Motorcycles, Light Drivers, Instructors and Driving schools.

2.2.6T/P0 Objectives

By the end of this unit the trainee should be able to

Assess the candidate's knowledge of the Learner drivers' handbook.

- (a) Interpret the Curriculum for light cars and motorcycle drivers.
- (b) Interpret Curriculum for driving schools.
- (c) Interpret Curriculum for Instructors.
- (d) Conduct driving exams.

Content

- 2.2.5T/P1 Learner drivers' Handbook.
- 2.2.5T/P2 Curriculum for light cars and motorcycle Drivers.
- 2.2.5T/P3 Curriculum for Driving schools.
- 2.2.5T/P3 Curriculum for Instructors.
- 2.2.5T/P4 Driving exams.

Responsible

- Selected teacher/trainer
- Supervisors

Where

Group studies in classroom

Time

- Theoretical 40 hours

Demands

- Attendance
- Continuous Assessment Tests

Training method

- Lectures
- Group work
- Individual work

Materials

- Learner drivers' handbook.
- Driving examination guideline.
- Curricula for light cars and motorcycle Drivers and Driving Schools

2.2.7 TRAFFIC ACT/ NTSA ACT AND OTHER LEGISLATIONS

2.2.7C Expected Outcomes

The trainee should be able to demonstrate knowledge of the Traffic Act/ NTSA Act and other relevant legislations.

Theory/Practice

2.2.7T/P0 Objectives

By the end of this unit the trainee should be able to:

Apply knowledge on Traffic rules and road transport regulations, as stipulated in the NTSA Act No. 33 of 2012, Traffic Act Cap. 403 and other relevant legislations

Content

2.2.7T/P1 Traffic rules and Road transport regulations, as stipulated in the NTSA Act No. 33 of 2012, Traffic Act Cap. 403 and other relevant legislations

Responsible

- Selected teacher/trainer
- Supervisors

Where

Group studies in class room

Time

- Theoretical 24 hours

Demands

- Score: Passed/not passed

-

Training method

Lectures and group work

- Reading assignment

Training Materials

- The Traffic Act
- NTSA Act
- Other relevant Acts

2.2.8 FIRST AID AND FIRE FIGHTING

2.2.8C Expected Outcome

The trainee should be able to demonstrate skills in First Aid and firefighting.

Theory/Practice

2.2.8T/P0 Objectives

By the end of this unit the trainee shall be able to:

- (a) Demonstrate how to take care of people at a crash scene and action to take when a vehicle is on fire.
- (b) Discuss the Fire triangle.
- (c) Identify and classify flammable goods.
- (d) Identify dangerous goods.
- (e) Discuss LABC (location-airways-breathing-circulation), CPR (cardiopulmonary resuscitation) with theoretical and practical moment.

Content

2.2.7T/P1 Care of people at a crash scene and action when a vehicle is on fire

2.2.7T/P2 Fire triangle

2.2.7T/P3 Inflammable goods

2.2.7T/P4 Dangerous goods

2.2.7T/P5 LABC (location-airways-breathing-circulation), CPR (cardiopulmonary resuscitation) with theoretical and practical moment

Responsible

Selected teacher/trainer

Where

Group studies in class room

Field demonstrations

Time

Theory 8 Hours

practice 8 hours

Demands

- Attendance
- Score: Passed/not passed
- Examination: Practical demonstration

Training Materials

- First Aid training manual
- Demonstration kits

2.2.9 *SPECIAL CONDITIONS FOR DRIVING LIGHT CARS AND MOTORCYCLE***2.2.9C Expected Outcome**

The trainee will be able to demonstrate knowledge of the special conditions for driving light cars and motorcycle.

Theory/Practice**2.2.9T/P0 Objective**

By the end of the unit, the trainee will be able to:

- (a) Explain convoy driving
- (b) Discuss incident management
- (c) Discuss Environmental issues affecting driving

- (d) Explain the Greenhouse effect on the environment
- (e) Describe different fuels
- (f) Discuss eco-driving effects on the environment
- (g) Demonstrate knowledge about pollutants and pollution

Content

- 2.2.8T/P1 Convoy driving
- 2.2.8T/P2 Incident management
- 2.2.8T/P3 Environmental issues
- 2.2.8T/P4 Greenhouse effect
- 2.2.8T/P5 Different fuels
- 2.2.8T/P6 Eco-driving effects on the environment
- 2.2.8T/P7 Pollutants and pollution

Responsible

Selected teacher/trainer and a lecture in environmental issues

Where

Group studies in class-room and practical driving

Time schedule

- Theoretical training 16 hours

Training Methods

- Relevant documents and material

Demands

- Attendance

2.2.10 *STANDARDIZED DRIVING TEST*

2.2.10C Expected Outcomes

The trainee will be able to conduct a standardized driving test.

Theory/Practice

2.2.10T/P0 Objective

By the end of the unit, the trainee shall be able to:

- (a) Prepare a driving test structure.
- (b) Demonstrate how to complete the required documents before a test
- (c) Describe the methodology and guidelines on preparing a test.
- (d) Demonstrate the ability to examine a candidate.

Content

- 2.2.9T/P1 Driving test structure.
- 2.2.9T/P2 Examination documents.
- 2.2.9T/P3 Methodology and guidelines on preparing a test
- 2.2.9T/P4 Candidate under Examination.
 - Theory test
 - Practical test
 - Award of marks

Responsible

Selected teacher/trainer

Where

Group studies in class room and at the driving test centres

Time Schedule

- Theoretical training 24 hours

Demands

- Attendance

Training Method

Theoretical and practical training in following the standardized driving test

Micro-teaching

Training Materials

- The standardized driving test
- Guidelines

2.2.11 EXAMINING PRACTICE**2.2.11C Expected Outcome**

The trainee shall be able to competently test the candidate in both theory and practical.

Theory/Practice**2.2.11T/P0 Objective**

By the end of the unit the trainee will be able to competently examine in both theory and practical

Content

2.2.11T/P1 Theoretical and practical driving tests.

Responsible

Supervisor

Where

At the test centre

Time Schedule

80 Hours (2weeks)

Demands

- Score: Passed/not passed Overall pass mark > 75%
- Examination: The trainee must perform/succeed in conducting tests for at least 30 candidates in theory and practical all tests must be performed following the standardized rules in conducting driving tests. The supervisor shall undertake a parallel testing of the candidates and prepare a comparison report.
- If the trainee fails he/she should have one more attempt not less than two weeks depending on if he/she has performed well in rest of the course

Training Method

The trainee shall conduct both theory and practical tests at the test centre.

Training Materials

Theory tests and driving tests sheets

CHAPTER THREE

3.0 TRAINING, TESTING AND LICENSING OF LEVEL 2 DRIVER EXAMINERS

3.1 Target Group

Those who aspire to be appointed by the Authority, as examiners for license categories **C, D, E & G**.

3.3 Responsibility for the Course

The regulating body is charged with the responsibility of developing and supervising the course. They are also responsible for developing course books, learning materials and licensing. .

3.3 Required Qualifications for the HGV Driving Test Examiner Course

- i) Must hold the driving license for categories **C, D, & G**.
- ii) Minimum 5 years' experience of driving.
- iii) Minimum age of 36 years.
- iv) Minimum diploma holder.
- v) Not convicted of a serious traffic offence.
- vi) Police clearance certificate.
- vii) Passed medical test (including eye-sight).
- viii) Three years' experience as driving instructor/trainer.
- ix) Be a member of a professional body approved by the Authority.

3.4 Training

The training alternates between group studies and practice. The main topics during group studies will concentrate on the Traffic Act cap 403, human behaviour, the professional role as an examiner, knowledge about environmental issues (eco-driving) and First Aid; but also how to follow the curriculum for driver training.

The main topics during practical training will concentrate on the curriculum for conducting the driving test and the professional role as an examiner.

3.4.1 Theoretical Training

The theoretical training is divided in different subtopics. The contents and goals are specified below (see sub topics).

3.4.3 Practical Training

Under the practical training the trainee is accompanied by a supervisor. The supervisor shall support and encourage the trainee in the learning and development, so he/she can convert the theoretical training into proficiencies and gradually grow into the professional role as an examiner.

3.4.4 Course Structure and Content

The course is divided into a number of subtopics. The total duration of the course is four (4) months. Theory and practice is alternated. Schedule is made before every new course and shall be announced to the trainees before the start of the course. The trainees must attend at least 80% of the course to be allowed to sit for exams.

3.5 Examination

- a. The examination is an objective assessment of the trainee's ability to perform as a driving test examiner. The examination tests the trainee's knowledge and skills.
- b. The examination is conducted through theoretical tests, oral presentations and practical test (conducting a driving test).
- c. Continuous Assessment tests of 2 hours shall be administered after every 40 hours (5 days) of learning.
- d. The examinations are conducted so that the regulating body which licenses and appoints examiners is certain that the trainees possess the knowledge and skills required of a driving test examiner.

3.5.1 Examination content

The trainee must pass every subtopic and final exam.

3.5.3 Final examination

To receive a certificate:

iii) The trainee must have passed all tests

iv) The trainee must have the appropriate attitude and character.

3.5.4 Repeating the examination

If a trainee fails in any subtopic test he/she can take the test again however the trainee is allowed a maximum of three tries under the running course time. After three tries one retakes the entire course.

3.6 Course Structure, Content and Time Allocation

Code	Unit	Content	Time (Hours)		
			THEORY	PRACTICAL	TOTAL
3.3.1	Reporting and orientation at the training centre	<ul style="list-style-type: none">• Registration procedures at the training centre and overview of the course	8	0	8
3.3.2	Introduction of the Course	<ul style="list-style-type: none">• Goals, demands and contents of the course• Obligations of trainees	8	0	8

Code	Unit	Content	Time (Hours)		
			THEORY	PRACTICAL	TOTAL
3.3.3	Human Behaviour (The human in the driving test)	<ul style="list-style-type: none"> • Theories about human behaviour and different personalities in driving • Behaviour as a professional examiner • Group pressure and the social driver • The cultural aspects and human relations • Perception and the design of the traffic environment • Communication methods 	16	20	36
3.3.4	Role of a professional examiner	<ul style="list-style-type: none"> • Role of examiner • Guiding documents (Traffic sign chart, model town, assessment checklist) • Role of the Authority • Moral and ethical obligations of the examiner. • Handling conflicts of interest and unethical behaviour. 	16	0	16

Code	Unit	Content	Time (Hours)		
			THEORY	PRACTICAL	TOTAL
3.3.5	Orientation at the Driving test centre	<ul style="list-style-type: none"> • Work, goals and the centre's function. • Mock driving tests 	0	16	16
3.3.6	Knowledge about the Learner Driver Handbook, the Curriculum for Driver Examination and the Curriculum for Driving Licenses	<ul style="list-style-type: none"> • Knowledge of the Learner drivers' handbook. • Curriculum for HGV Drivers. • Curriculum for the Driving schools. • Conducting Driving exams 	40	0	40
3.3.7	Traffic Act/NTSA Act and other Legislations	<ul style="list-style-type: none"> • NTSA Act No. 33 of 2012, Traffic Act Cap. 403 and other relevant legislations. 	24	0	24
3.3.8	First Aid, Fire Fighting	<ul style="list-style-type: none"> • Care of people at a crash scene and action when a vehicle is on fire • The fire triangle • Inflammable goods • Dangerous goods • LABC (location-airways-breathing-circulation), CPR (cardiopulmonary resuscitation) with theoretical and practical moment 	8	8	16

Code	Unit	Content	Time (Hours)		
			THEORY	PRACTICAL	TOTAL
3.3.9	Special conditions for driving HGV	<ul style="list-style-type: none"> • Convoy driving • Incident management • Environmental issues • Greenhouse effect • Different fuels • Eco-driving effects on the environment • Knowledge about Pollutants and pollution 	8	0	8
3.3.10	Standardized Driving Test	<ul style="list-style-type: none"> • Structure and content in the driving test. How to fill in the required documents. • Methodology and guidelines on preparing a test • Examining a candidate 	24	0	24
3.3.11	Examining practice	<ul style="list-style-type: none"> • Theoretical and practical driving tests over a period of 2 weeks. 	0	80	80
	TOTAL		168	108	276

3.3.1 REPORTING AND ORIENTATION AT THE TRAINING CENTRE

3.3.1C Expected Outcome

The trainee will have knowledge of the procedures of the institution and familiarize with the course

Theory/Practice

3.3.1T/P0 Objectives

By the end of the unit the trainee will be able to explain the procedures at the training centre.

Content

3.3.1T/P1 Registration procedures at the training centre and overview of the course

Responsible

- Supervisor

Where

- Examiners Training centre

Time

- Participate at the centre 8 hours

Demands

Meet minimum qualifications

Training method

- Participatory

Suggested Teaching and Learning Activities

- Interactive lectures
- Discussions
- Demonstration
- Audio visual
- Field trips

- Practical exercises

Suggested Teaching and Learning Resources

- Text books
- Internet
- Journals

Suggested Assessment Methods

Checklist

3.3.2 INTRODUCTION OF THE COURSE

3.3.2C Expected outcome

The trainee should be able to understand the units of the course.

Theory/Practice

3.3.2T/P0 Objectives

By the end of this unit the trainee should be able to explain;

- (a) The demands of the course and
- (b) His/her obligations as an examiner.

Content

3.3.2T/P1 Goals, demands and contents of the course

3.3.2T/P2 Obligations of trainees

Responsible

- Manager and senior trainers/teachers

Where

- Group studies in class room

Time

- 8 hours Participation at the centre

Demands

- Active class participation

Training method

- Discussions and lectures

Suggested Teaching and Learning Activities

- Interactive lectures
- Discussions
- Demonstration
- Audio visual
- Practical exercises

Suggested Teaching and Learning Resources

- Text books
- Internet
- Journals

Suggested Assessment Methods

- Oral tests
- Assignment

3.3.3 HUMAN BEHAVIOUR (THE HUMAN IN THE DRIVING TEST)

3.3.3C Expected Outcomes

The trainee should be able to explain human behaviour when the test is carried out

Theory/Practice

3.3.3T/P0 Objectives

By the end of this unit, the trainee will be able to:

- (a) Explain theories about human behaviour and different personalities in driving.
- (b) Demonstrate a professional examiner's behaviour.
- (c) Explain group pressure and the social driver.
- (d) Identify the cultural aspects and human relations.
- (e) Explain perception and the design of the traffic environment.
- (f) Identify techniques of communicating with other road users.

Content

- 3.3.3T/P1 Theories about human behaviour and different personalities in driving
- 3.3.3T/P2 Professional examiner behaviour
- 3.3.3T/P3 Group pressure and the social driver
- 3.3.3T/P4 Cultural aspects and human relations
- 3.3.3T/P5 Perception and the design of the traffic environment
- 3.3.3T/P6 Communication methods

Responsible

- Manager and senior trainers/teachers

Where

- Group Studies in the classroom

Time

- In class with trainers/teachers approx. 16 hours
- Individual work/ research approximated time 20 hours

Demands

- Attendance and active participation
- Continuous Assessment Test Assignment

Training method

- Lectures
- Group work
- Individual work

Materials

- Distributed work material made by teacher/trainer

Suggested Teaching and Learning Activities

- Interactive lectures
- Discussions
- Demonstration
- Audio visual
- Practical exercises

Suggested Teaching and Learning Resources

- Text books
- Internet
- Journals

Suggested Assessment Methods

- Oral/written tests
- Assignment
- Project work
- Class attendance

3.3.4 ROLE OF A PROFESSIONAL EXAMINER

3.3.4C Expected Outcome

The trainee should be able to demonstrate the role of a professional examiner.

3.3.4T/P0 Objectives

By the end of the unit the trainee will be able to:

- (a) Explain the role of the examiner.
- (b) Identify guiding documents in examination.
- (c) Explain the role of the Authority.
- (d) Discuss the moral and ethical obligations of the examiner.
- (e) Demonstrate practical techniques of handling conflicts of interest and unethical behaviour.

Content

3.3.4TP1 Role of examiner

3.3.4T/P2 Guiding documents (Traffic sign chart, model town, assessment checklist)

- 3.3.4T/P3 Role of the Authority
- 3.3.4T/P4 Moral and ethical obligations of the examiner.
- 3.3.4T/P5 Conflicts of interest and unethical behaviour.

Responsible

- Selected teacher/trainer

Where

Group studies in class room

Time

16 hours in classroom,

Demands

Active participation

Attendance

Training method

- Lectures
- Group work and individual work

Materials

- Distributed up to date material from the responsible trainer/teacher

Suggested Teaching and Learning Activities

- Interactive lectures
- Discussions
- Demonstration
- Audio visual
- Practical exercises

Suggested Teaching and Learning Resources

- Text books
- Internet
- Journal

- Guiding documents for examination (Traffic sign chart, model town, assessment checklist)

Suggested Assessment Methods

- Oral/written tests
- Assignment
- Project work

3.3.5 ORIENTATION AT A DRIVING TEST CENTRE

3.3.1C Expected Outcome

The trainee to demonstrate knowledge of a driving test centre.

Practice

3.3.1T/P0 Objectives

By the end of this unit the trainee should be able to:

- (a) Describe the process of examination at a driving test centre.
- (b) Conduct a mock driving test.

Content

- i) 3.3.1T/P1 Work, goals and the center's function.
- ii) 3.3.1T/P2 Mock driving tests.

Responsible

- Supervisor

Where

- Driving test centre

Time

- 16 hours participation at the centre

Demands

- Orientation report

Training method

- Lectures
- Demonstration

Suggested Teaching and Learning Activities

- Interactive lectures
- Discussions
- Demonstration
- Audio visual
- Field trips
- Practical exercises

Suggested Teaching and Learning Resources

- Centre examiners

- Internet
- Journals

Suggested Assessment Methods

- Oral tests
- Assignment

3.3.6 KNOWLEDGE ABOUT THE LEARNER DRIVER HANDBOOK AND THE CURRICULUM FOR LICENSING OF CLASS C,D & G DRIVERS, INSTRUCTORS AND DRIVING SCHOOLS

3.3.6C Expected Outcomes

The trainee should be able to discuss the Learner drivers' handbook and the curricula for HGV Drivers and Driving schools.

3.3.6T/P0 Objectives

By the end of this unit the trainee should be able to:

- (a) Assess the candidate knowledge on the Learner drivers' handbook.
- (b) Interpret the Curriculum for Classes C,D & G drivers
- (c) Interpret Curriculum for the Driving schools.
- (d) Conduct driving exams.

Content

- 3.3.6T/P1 Learner drivers' handbook.
- 3.3.6T/P2 Curriculum for Classes C,D & G Drivers.
- 3.3.6T/P3 Curriculum for the Driving schools.
- 3.3.6T/P4 Curriculum for Instructors.
- 3.3.6T/P5 Conducting Driving exams.

Responsible

- Selected teacher/trainer
- Supervisors

Where

Group studies in classroom

Time

- Theoretical 40 hours

Demands

- Attendance
- Continuous Assessment Test School's curricula curriculum

Training method

- Lectures
- Group work
- Individual work

Materials

- Learner drivers' handbook.
- Driving examination guideline.
- Curricula for HGV Drivers and Driving Schools Curriculum

3.3.7 TRAFFIC ACT/ NTSA ACT AND OTHER LEGISLATIONS

3.3.7C Expected Outcomes

The trainee should be able to demonstrate knowledge of the Traffic Act/ NTSA Act and other relevant legislations.

Theory/Practice

3.3.7T/P0 Objectives

By the end of this unit the trainee should be able to correctly apply knowledge on Traffic rules and road transport regulations.

Content

3.3.7T/P1 NTSA Act No. 33 of 2012, Traffic Act Cap. 403 and other relevant legislations.

Responsible

- Selected teacher/trainer
- Supervisors

Where

Group studies in class room

Time

- Theoretical 24 hours

Demands

- Score: Passed/not passed

-

Training method

Lectures and group work

- Reading assignment

Training Materials

- The Traffic Act
- NTSA Act
- Other relevant Acts

3.3.8 FIRST AID FIRE FIGHTING

3.3.8C Expected Outcome

The trainee should be able to demonstrate skills in First Aid and firefighting.

Theory/Practice

3.3.8T/P0 Objectives

By the end of this unit the trainee shall be able to:

- (a) Demonstrate how to take care of people at a crash scene and action to take when a vehicle is on fire.
- (b) Discuss the Fire triangle.
- (c) Identify and classify flammable goods.
- (d) Identify dangerous goods.
- (e) Discuss LABC (location-airways-breathing-circulation), CPR (cardiopulmonary resuscitation) with theoretical and practical moment

Content

3.3.8T/P1 Care of people at a crash scene and action when a vehicle is on fire

3.3.8T/P2 Fire triangle

3.3.8T/P3 Inflammable goods

3.3.8T/P4 Dangerous goods

3.3.8T/P5 LABC (location-airways-breathing-circulation), CPR (cardiopulmonary resuscitation) with theoretical and practical moment

Responsible

Selected teacher/trainer

Where

Group studies in class room

Field demonstrations

Time

Theory 8 Hours

Practice 8 hours

Demands

- Attendance
- Score: Passed/not passed
- Examination: Practical demonstration

Training Materials

- First Aid training manual
- Demonstration kits

3.3.9 *SPECIAL CONDITIONS FOR DRIVING CLASS C, D & G VEHICLES*

3.3.9C Expected Outcome

The trainee will be able to demonstrate knowledge of the special conditions for driving vehicles in classes **C, D & G**.

Theory/Practice

3.3.9T/P0 Objective

By the end of the unit, the trainee will be able to:

- (a) Outline convoy driving
- (b) Explain incident management
- (c) Discuss Environmental issues affecting driving
- (d) Explain the Greenhouse effect

- (e) Describe different fuels
- (f) Discuss eco-driving effects on the environment
- (g) Demonstrate knowledge about Pollutants and pollution

Content

- 3.3.9T/P1 Convoy driving
- 3.3.9T/P2 Incident management
- 3.3.9T/P3 Environmental issues
- 3.3.9T/P4 Greenhouse effect
- 3.3.9T/P5 Different fuels
- 3.3.9T/P6 Eco-driving effects on the environment
- 3.3.9T/P7 Pollutants and pollution

Responsible

Selected teacher/trainer and a lecture in environmental issues

Where

Group studies in class-room and practical driving

Time schedule

- Theoretical training 16 hours

Training Methods

- Relevant documents and material

Demands

- Attendance

3.3.10 STANDARDIZED DRIVING TEST

3.3.10C Expected Outcome

The trainee will be able to conduct a standardized driving test.

Theory/Practice

3.3.10T/P0 Objective

By the end of the unit, the trainee shall be able to:

- (a) Prepare a structure and contents of the driving test that must include the correct test items.
- (b) Demonstrate how to complete the required documents.
- (c) Describe the methodology and guidelines on preparing a test.
- (d) Demonstrate ability to examine a candidate.

Content

3.3.10T/P1 Structure and content in the driving test.

3.3.10T/P2 Filling the required documents.

3.3.10T/P3 Methodology and guidelines on preparing a test

3.3.10T/P3 Examining a candidate.

- Oversee the theory test
- Examine the practical test
- Awarding of marks

Responsible

Selected teacher/trainer

Where

Group studies in class room and at the driving test centres

Time Schedule

- Theoretical training 24 hours

Demands

- Attendance

Training Method

Theoretical and practical training in following the standardized driving test

Micro-teaching

Training Materials

- The standardized driving test
- Guidelines

3.3.11 EXAMINING PRACTICE

3.3.11C Expected Outcome

The trainee shall be able to competently test the candidate both theoretically and practically

Theory/Practice

3.3.11T/P0 Objective

By the end of the unit the trainee will be able to competently examine in both theory and practical

Content

3.3.11T/P1 Theoretical and practical driving tests over a period of 2 weeks.

Responsible

Supervisor

Where

At the test centre

Time Schedule

80 Hours

Demands

- Score: Passed/not passed Overall pass mark > 75%
- Examination: The trainee must perform/succeed in conducting tests for at least 30 candidates in theory and practical. All tests must be performed following the standardized

rules in conducting driving tests. The supervisor shall undertake a parallel testing of the candidates and prepare a comparison report.

- If the trainee fails he/she should have one more attempt not less than two weeks depending on if he/she has performed well in rest of the course

Training Method

The trainee shall conduct both theory and practical tests at the test centre.

Training Materials

Theory tests and driving tests sheets

CHAPTER FOUR

4.0 PROCEDURES FOR UPGRADING AN EXAMINER'S LICENSE

4.1 Target Group

Those level 1 examiners who aspire to be appointed by the Authority, as Level 2 examiners.

4.4 Responsibility for the Course

The regulating body is charged with the responsibility of developing and supervising the course. They are also responsible for developing course books, learning materials and licensing. .

4.3 Required Qualifications for the Examiner upgrading Course

- i) Must hold a valid **Level 1** examiner's license.
- ii) Provide proof of continuous professional development.
- iii) Produce a valid driving license for category **C, D & G**
- iv) Possess a minimum **Level 1** examining experience of 3 years or be of minimum age of 36 years.

4.4 Training

The training shall strictly be restricted to the examining practice.

4.4.1 *EXAMINING PRACTICE*

4.4.1C Expected Outcome

The trainee shall be able to competently test the candidate in both theory and practical

Theory/Practice

4.4.1T/P0 Objective

By the end of the unit the trainee will be able to competently examine in both theory and practical

Content

4.4.1T/P1 Theoretical and practical driving tests over a period of 2 weeks.

Responsible

Supervisor

Where

At the test centre

Time Schedule

80 Hours

Demands

- Score: Passed/not passed Overall pass mark > 75%
-
- Examination: The trainee must perform/succeed in conducting tests for at least 30 candidates in theory and practical. All tests must be performed following the standardized rules in conducting driving tests. The supervisor shall undertake a parallel testing of the candidates and prepare a comparison report.
- If the trainee fails he/she should have one more attempt not less than two weeks depending on if he/she has performed well in rest of the course

Training Method

The trainee shall conduct both theory and practical tests at the test centre.

Training Materials

Theory tests and driving tests sheets

Annex 1

TASK FORCE FOR DEVELOPMENT OF THE NEW TRAINING, TESTING AND LICENSING CURRICULA MEMBERS

Mathew Munyao – Director, Road Safety. National Transport and Safety Authority- Chairman.

Ada Wenzaka, National Road Safety Trust (NRST)- Secretary.

Cosmas Ngeso - National Transport and Safety Authority (NTSA)- Member.

Beth Mwaura, Africa Road Watch- Member.

Peter Ngamau, Kenya Institute of Highways and Building Technology (KIHBT)- Member.

Silas Mwirigi Muuna, Kenya Institute of Curriculum Development (KICD)- Member

Eng David Mbindyo, AA of Kenya.- Member

Rev Peter Ndungu, National Youth Service (NYS)-Member.

Ayub G Ali, Drivers Test Examiners- Member

Jamie Castle, Institutional Capacity Building for the Transport Roads Sector (ICBTRS)- Member

John Gitari, Kenya Bus Service- Member

