<u>Annex A</u> our ref : IA/01361/11

## 1) The number of approved driving instructors (ADIs) broken down by postcode in Great Britain

## 2) The number of ADIs that have given DSA an email address - if possible broken down by postcode

At Annex B, you can find the total number of ADIs broken down by postcode. This information is correct as of 10 January 2012.

You can also find, at Annex B, the total number of ADIs that have given an email address on our integrated register of driver trainers (IRDT) broken down by postcode. This information is correct as of 11 January 2012.

Please note that in connection to the information provided at Annex B:

- we know that there are some inconsistencies with the format of postcodes on our database; this affects the accuracy of the latter part of the postcode but might possibly affect some of these statistics, although this risk should be very small
- the BT postcode is in Northern Ireland as instructors who live there may apply to be on the GB ADI register if they are giving instruction in GB.
- there are some ADIs abroad, these ADIs are on the GB ADI register but have an address abroad
- there are some ADIs where their postcode is not complete; this is because an ADI
  has not provided full address details or their address is out of date, for example an
  instructor has moved without informing us of their new address

## 3) The information that is held - or could be held - on the integrated register of driver trainers - on ADIs.

The following information is held, or could be held, on ADIs on our IRDT:

- Driving licence number
- Title
- Full name
- Gender
- Date of birth
- Ethnic origin
- Home and correspondence address
- Main/alternative/mobile telephone number
- Fax number
- Email address
- Criminal records bureau (CRB) disclosure reference number and date of check
- Personal reference number (PRN)
- User ID number (IRN)
- Instructor certificate number/issue and expiry date

- Business school address and telephone number
- Complaints details
- Check test details date/result/venue/examiner
- Test history details of instructor qualifying tests result/date
- Document history, which includes information about correspondence sent to the ADI, such as certificates issues and renewal of reminder letters.
- Audit trail
- Endorsement details
- Appeal history
- Photograph for certificate/trainee licence
- Pass Plus details Pass Plus pupil contact details/Pass Plus packs purchased/ Pass Plus certificates issued
- Compliance to Continuous Professional Development/Code of Practice details tick box
- Permission to be added onto Find Your Nearest Instructor tick box
- Permission to use DVLA photo tick box
- Permission to be added to mail shots/release of information
- Tick box to highlight whether an European Union licence holder is needing to qualify or transfer current instructor certificate to a Great British instructor certificate

## Please note that:

- if the ADI is on the Official Register of Driving Instructor Training (ORDIT), information on their ORDIT certificate and registration details will also be held on IRDT
- if the ADI is a fleet driver trainer, information on their fleet certificate and registration details will also be held on IRDT

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