



# PROCEDURE GUIDELINES

## REGULATOR ASSESSMENT - CLASS C (CAR)

July 2025



Government of South Australia  
Department for Infrastructure  
and Transport

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**Publication details**

**Document information**

<b>Title</b>	
<b>Owner</b>	
<b>KNet reference</b>	
<b>Distribution</b>	

**Change history.**

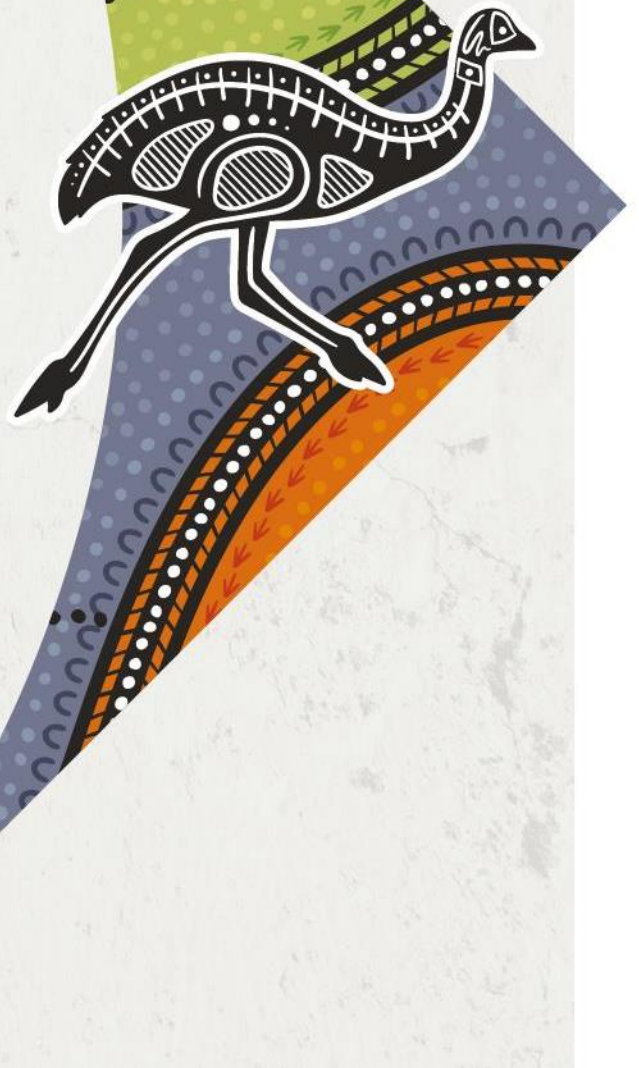
<b>Version number</b>	<b>Date changed</b>	<b>Nature of amendment</b>

**Approvals record.**

<b>Approvers</b>	<b>Position</b>	<b>Date</b>	<b>Signature</b>

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We acknowledge the Traditional Custodians of the Country throughout South Australia and recognise their continuing connection to land and waters. We pay our respects to the diversity of cultures, significance of contributions and to Elders past, present and emerging.



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# Regulator Assessment – Class C (Car)

This policy contains the assessment requirements for the Motor Driving Instructor (MDI) – Regulator Assessment. This document deals exclusively with the Regulator Assessments for Class C (car) only.

## What is a Regulator Assessment?

A Regulator Assessment is a test designed to assist the Registrar of Motor Vehicles (the Registrar) determine if a person can demonstrate the level of proficiency in traffic laws, driving practices, vehicle manipulation and teaching technique to be issued a MDI licence.

All components of the Regulator Assessment (listed below) must be completed and passed as per the requirements of this policy or any additional directions of the Registrar.

Regulator Assessments must be booked and undertaken only with a Government Assessment Officer in a dual brake government supplied vehicle.

A Regulator Assessment may be undertaken in a manual or automatic transmission vehicle. If any successful (either achieved or credited) component of the Regulator Assessment is undertaken in an automatic transmission vehicle the MDI licence will be restricted to providing training in the operation of automatic transmission vehicles.

## Regulator Assessment Options

The Regulator Assessment applies to applicants who are:

Option	Situation
Option 1	A new applicant for MDI
Option 2	Reactivating a lapsed AE Appointment
Option 3	AE returning from a suspension

The “Options” are outlined in Attachment A which lists the relevant assessable elements required to be completed for each.

Attachment	Description of assessment elements
Attachment A	Options
Attachment B	Commentary
Attachment C	Drive assessment
Attachment D	Training and delivery of tasks
Attachment E	Training and assessment, practical
Attachment F	Training and assessment, theory

## Booking a Regulator Assessment

Upon making an application to be an MDI and when the applicant or returning MDI/AE have met the prerequisites to undertake a Regulator Assessment they will receive an email asking them to make payment and book a Regulator Assessment.

At the time of booking the assessment, the MDI applicant must advise if they are choosing to undertake the assessment in a government supplied manual or automatic vehicle.

Any enquiries, cancellations or alteration to bookings are to be made via email (DIT.MDIAdmin@sa.gov.au) and marked attention of "The Accreditation Officer".

## Use of Optical, Listening or Tracking Devices

### NOTE

Under the *Surveillance Device Act 2016*, it is illegal for the applicant to operate **any** of the following equipment **at any time** during a Regulator Assessment without the express permission of the Assessment Officers:

- Optical surveillance devices - Cameras of any description
- Listening devices - Audio recording equipment of any description
- Tracking devices – GPS or devices capable of recording geographical locations

As this is an assessment and the routes are intended to be confidential to maintain the integrity of the assessment, permission will not be provided.

Use of any of the above-mentioned equipment may result in the assessment being discontinued and your application to become an MDI refused.

Secretly recording vision, audio and or location without consent could result in fines of up to \$15,000.

## The Assessment (on the day)

### Arrival

- The applicant should arrive at the booked location 15 minutes before their booked time.
- Confirm with the Government Examiner if the assessment is to be undertaken in a manual or automatic vehicle.
- Late arrival may result in the assessment not proceeding and the applicant will have to make another booking.
- Secure all personal items (including mobile phones) in your vehicle. *The use of mobile phones during any part of the assessment is prohibited.*

### Conduct of the Assessment

- The Government Examiner(s) will conduct a continuous assessment of all activities or components.
- The assessment elements are generally conducted in order, however there may be occasions where the order may be adjusted.
- All components will be attempted unless continuing the assessment poses a safety risk, or the applicants' competency is below the required standard to such a degree there is no likelihood they will achieve competency in any activity.

### Training versus Assessment

The Government Examiner cannot provide the applicant with any training, however at the conclusion of the assessment they must provide detailed feedback on the applicant's performance only, this is not considered training.

### Refusal and Reassessment

The *Motor Vehicles Act 1959* Section 98A(2)(d) states the Registrar must be satisfied that a person is "proficient" as an MDI before they will issue an MDI licence. Section 98(5) provides the Registrar the head of power to undertake testing as they think necessary for the applicant to demonstrate proficiency as an MDI. If the applicant attempts a Regulator Assessment and the applicant:

- Does not complete the whole Regulator Assessment or they are unsuccessful, their level of competency or proficiency to be issued an MDI licence will be considered.
- Is well below competency, the application may be refused.
- Is offered another attempt at a Regulator Assessment, they will only need to undertake the components in subsequent attempt(s) that they did not successfully complete.
- Requires more than one attempt at the Regulator Assessment, there is an expectation that they will **seek additional mentoring and practise between attempts.**
- Is refused and the applicant intends to submit another application, it is strongly recommended that before reapplying they **seek additional training and mentoring to improve their skills.**

## Attachment A

### Option One – New MDI Applicant (Class C only) (Including returning from suspension)

An applicant to become a new MDI must complete the Regulator Assessment components detailed in the table below:

Commentary	Drive Assessment	Training and Delivery of Tasks
Delivery of a clearly communicated and detailed commentary drive showing skills and knowledge of the whole Hazard Perception process.	Demonstration of a confident and competent drive to the required standard showing knowledge of the system of vehicle control and complying with Australian Road Rules (ARR).	Delivery of a quality training session (of a nominated manoeuvre) that is clearly communicated and meets the required standard.

### Option Two – Reactivating a lapsed AE Appointment

If the AE appointment has lapsed for 12 months or more, (must be less than five years) to reactivate the appointment, the AE is required to undertake a Regulator Assessment including the components in the following table.

Commentary	Drive Assessment	Training and Delivery of Tasks	Training and Assessment
Delivery of a clearly communicated and detailed commentary drive showing skills and knowledge of the whole Hazard Perception process.	Demonstration of a confident and competent drive to the required standard showing knowledge of the system of vehicle control and complying with Australian Road Rules (ARR).	Delivery of a quality training session (of a nominated manoeuvre) that is clearly communicated and meets the required standard.	Practical demonstration and written theory assessments demonstrating understanding and application of the Registrar's assessment standards (VORT and/or CBT&A).

## Option Three – AE Return from Suspension

If the AEs appointment has been suspended, all components of the Regulator Assessment must be successfully completed.

Drive Assessment	Training and Assessment, Practical	Training and Assessment, Theory
Delivery of a confident and competent drive to novice standard showing knowledge of the System of Vehicle Control and complying with Australian Road Rules (ARR).	Practical demonstration of task 14 and task 30, including reassessment for CBT&A. For VORT, conduct the VORT in its entirety.	Theory assessments demonstrating understanding and application of the Registrar’s assessment standards (VORT and/or CBT&A).

**Note**

If the AE has been suspended by the Registrar, the AE suspension will remain in place until:

- The AE has successfully completed all components of the Regulator Assessment, and
- Any additional exercises, or assessments directed by the Registrar are successfully completed.

## Attachment B - Commentary

Commentary is an advanced driving technique where the applicant describes everything that they see which may affect the learner driver. It is how the competent MDI communicates to the learner driver to teach them how to negotiate “hazards” and develop general road craft. Hazards are factors that may influence driving and could include pedestrians, road signs, stop lights, other objects or road users that may require the driver to adjust their progress.

The commentary drive focuses on Task 23 (Safe Driving Strategies – The Driving Companion) and is a clearly communicated commentary for about five minutes while driving.

The Assessment Officer will give directions, informing the applicant when the commentary drive begins and finishes. When delivering the commentary, the applicant is required to identify:

- The most relevant hazard at the time or any change in the environment that requires immediate attention (prioritise).
- How they can reduce the risk (what action is required).
- What are the possible outcomes for poor decision making (consequences), and
- Any relevant Australian Road Rules.

The commentary drive may include but is not limited to:

### Observation skills:

- Regular use of mirrors and checking road signage or lane markings to anticipate road conditions ahead.
- Looking well ahead for other road users that could move into the lane being occupied or that may enter from a side road and prevent the applicant from maintaining their current speed.
- Watching out for bicycle riders or parked vehicles ahead and planning a safe way to progress past them.

### Interacting with traffic:

- Being aware of other road users, behind, to the side and in front of the vehicle.
- If a vehicle is tailgating behind or ahead, leaving more space in front to allow safe braking.
- Offsetting the vehicle where possible to the vehicle travelling alongside in case they swerve or drift into their lane.
- Being aware of other vehicles' blind spots and positioning the vehicle so that it can be seen.
- Being aware of approaching vehicles from behind or in front, especially those travelling at speed, or large vehicles that may need more room.

### Awareness of the surroundings:

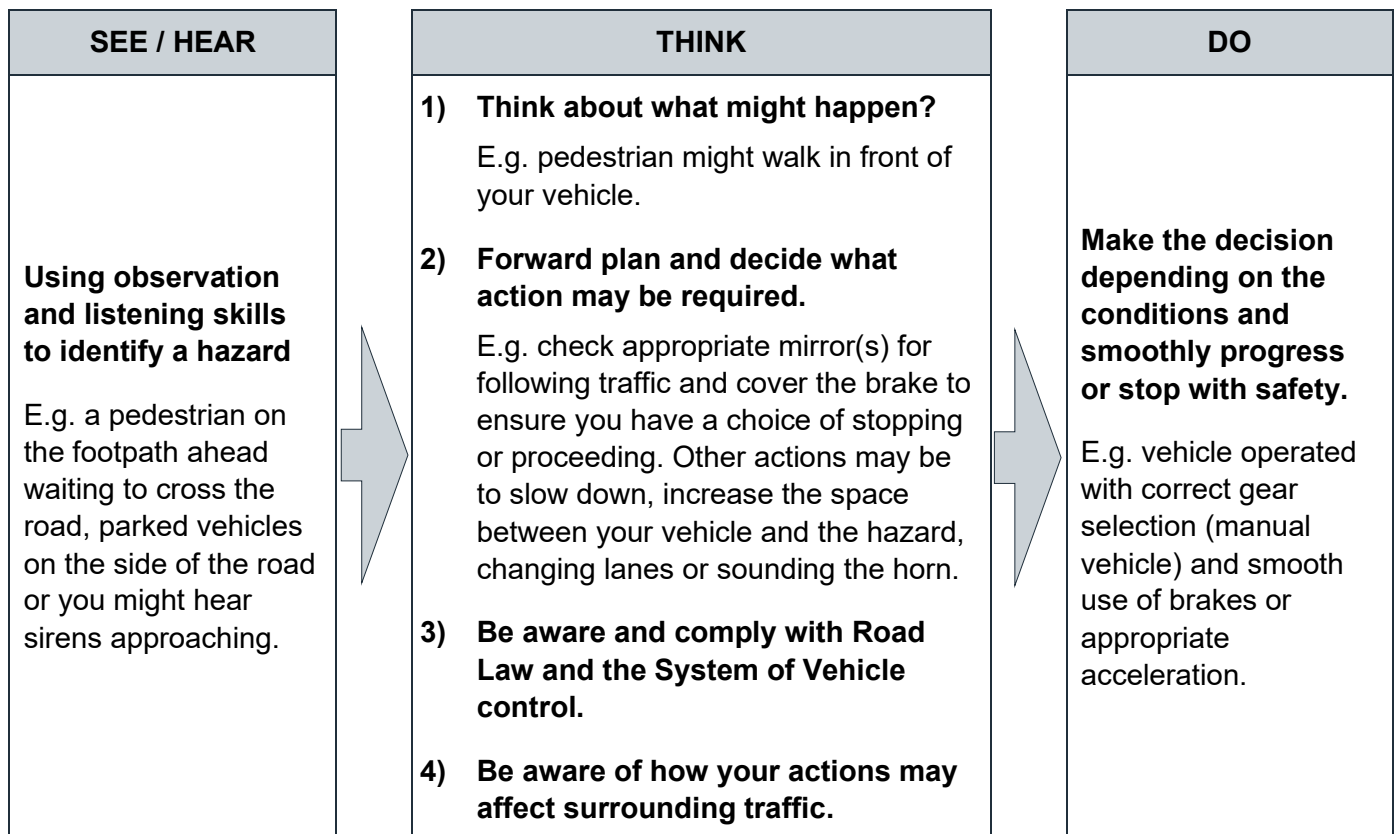
- Watching for pedestrians that may cross the road and how to safely negotiate a school crossing during or outside of school hours.
- Slowing down or covering the brake if children or animals are on the footpath and could unexpectedly move across the vehicles path.

**Vehicle handling skills:**

- Braking early and gently, managing changing road conditions including bends and descents using the brakes, appropriate gears and steering safely and effectively.
- Allowing a minimum safe following distance, a safe stopping distance behind stationary vehicles, a safety margin around other objects and accelerating to ensure smooth vehicle handling.

**The Hazard Perception Process:**

The applicant will need to demonstrate the following to safely negotiate an approaching hazard.



This process all takes place very quickly, which is why the applicant needs to practice their hazard perception skills.

**Note**

During the commentary drive the applicant does not have to identify every possible hazard. Sometimes there will just be too much going on (e.g. on a busy street) but the applicant must endeavour to identify the highest risks and explain those in detail first.

At the conclusion of the commentary drive, the Assessment Officer may ask additional questions to gather more information on the applicant’s knowledge of handling hazards safely.

This provides the applicant the opportunity to show their understanding of the basics of commentary so that they are able to direct the attention of the learner in the appropriate manner during training.

## Attachment C - Drive Assessment

This component is expected to take up to 45 minutes.

The drive assessment commences with a basic roadworthiness check. The applicant will check the following:

- The operation of the indicators, brake lights and warning device
- That the tyres have at least a minimum 1.5mm tread depth, and
- The currency of registration through the EzyReg app.

This should take less than five minutes, and the Driving Companion can be used during the roadworthy check.

The drive assessment requires a confident and competent drive in the selected class 'C' vehicle. The drive must be to novice driver standard based on the Competency Based Training and Assessment (CBT&A) program. The Regulator Assessment will be conducted in vehicles fitted with a dual brake and have seating for at least three adults and a passenger.

- The drive must meet the Task 30 range statement as outlined in the Driving Companion and the Task 30 assessment sheet, i.e. a short drive of not less than 25 minutes duration in medium to heavy traffic.
- If any breach of the Australian Road Rules occurs the drive assessment will be unsuccessful.

### During the drive assessment the applicant must demonstrate:

#### Manual Transmission

- 100% compliance with the Australian Road Rules, and
- 80% compliance with low risk driving behaviours / the system of vehicle control.

#### Automatic Transmission

- 100% compliance with the Australian Road Rules, and
- 80% compliance with low risk driving behaviours / the system of vehicle control including the correct demonstration of two (2) manoeuvres chosen at random from the Driver's Companion (Tasks 9-13, 27).

#### Note

Each task completed incorrectly in an **Automatic** vehicle will count towards 2 (two) errors within the System of Vehicle Control.

## Attachment D - Training and Delivery of Tasks

Training and delivery of tasks is undertaken in two parts.

- Session structure, and
- Training and delivery of tasks.

These will be recorded separately on the assessment sheet.

### Potential Scenarios:

The following scenarios will be used in training and delivery of tasks:

- An experienced client returning after a loss of licence, or
- A client with limited driving experience.

### Session Structure

The applicant will be asked to articulate how to structure a session where they will be required to clearly explain their training and delivery process for **both** scenarios outlined above.

The Assessment Officer can ask questions to further clarify the applicants answers as required.

### Training and Delivery of Tasks

The applicant must be able to effectively train to CBT&A standard as outlined in the Driving Companion and demonstrate competence in:

- Planning the training session, e.g. appropriate training equipment and resources, suitable location and environment for training etc.
- Introduction to the training session, e.g. clear communication outlining learning outcomes, explanation of the reasons for learning the skill etc.
- Demonstration and explanation of the requirements as specified in the Driving Companion. This includes:
  - Linking the task, as required, to any previous learning or completed task.
  - The ability to tailor training to suit different learning styles, and
  - A thorough understanding of skills and knowledge required to perform the requested task.
- Feedback, e.g. recap key points and overview practice required etc.

The applicant may use the most current version of the Driving Companion and any other prepared notes or training aids.

## Attachment E - Training and Assessment - Practical (AEs reactivating or returning from suspension)

**For a CBT&A endorsement this assessment will include:**

### **Practical**

The applicant must competently train (or re-train as appropriate) and assess:

- Task 14, and
- Task 30.

**For a VORT endorsement this will include:**

### **Practical**

The applicant must conduct a VORT with an Assessment Officer, in its entirety, to the standard outlined in the manual for Class Car.

## Attachment F - Training and Assessment, Theory (AEs reactivating or returning from suspension)

For a CBT&A endorsement this will include:

Theory test incorporating road law, the CBT&A process and marking taken from the Authorised Examiner Manual CBT&A for Class Car and the Driving Companion.

Theory Assessment for a CBT&A Endorsement (2017/10597/01).

CBT&A Test 1 (Learner)

CBT&A Test 1 (Master)

CBT&A Test 2 (Learner)

CBT&A Test 2 (Master)

For a VORT endorsement this will include:

Theory test incorporating road law and interpreting the requirements of the VORT process and scoring taken from the VORT manual.

Theory Assessment for a VORT Endorsement (2017/10598/01).

VORT Test 1 (Learner)

VORT Test 1 (Master)

VORT Test 2 (Learner)

VORT Test 2 (Master)

VORT Test 3 (Learner)

VORT Test 3 (Master)

# Regulator Assessment Summary Outcome Report



Government of South Australia

Department for Infrastructure and Transport

## Motor Driving Instructor – Class Car

Applicant Name		Assessment date	Click or tap to enter a date.
Licence / Expiry		Time	Choose an item.
Assessment Officer 1		RTO	
Assessment Officer 2		Route:	Choose an item.

Component 1 - Drive Assessment	Choose an item.	Choose an item.	DD/MM/YYYY
Component 2 – Commentary Drive	Choose an item.	Choose an item.	DD/MM/YYYY
Component 3 – Training and Delivery	Choose an item.	Choose an item.	DD/MM/YYYY

**Component 1 – Drive Assessment**

**Vehicle used** – Automatic / Manual (*delete inapplicable*)

**System recorded at:**

**ARR recorded:** Choose an item.

**Improvement required:**

**Component 2 – Commentary**

**Vehicle used – Automatic / Manual** *(delete inapplicable)*

**ARR recorded:**

**Improvement required:**

**Component 3 – Training and Delivery**

**Vehicle used – Automatic / Manual** *(delete inapplicable)*

**Task to be trained - Choose an item.**

**Driver to be trained - Choose an item.**

**Improvement required:**

**Outcome:**

**Component 1:**

**Drive Assessment**

Choose an item.

**Component 2:**

**Commentary Drive**

Choose an item.

**Component 3:**

**Training and Assessment**

Choose an item.

AO 1: XXXXXXXXXXXX

AO 2: XXXXXXXXXXXX

Insert signature here

Insert signature here

### Commentary Drive Recording Sheet

Start: Finish:	Parked Vehicles	School Zones / Pedestrian Crossings	Roundabouts	Intersection with Traffic Lights	Laned and unlaned roads	Controlled intersections (Give Way, Stop signs)	Uncontrolled intersections	Turns (left/right), bends and merging	Pedestrians	Other
Identify Hazard										
What might happen										
Possible actions										
Road law										
System of Vehicle Control										
<b>Comments</b>							<b>Competent</b> <input type="checkbox"/>		<b>Not Yet Competent</b> <input type="checkbox"/>	

**Component 1 – Driving Assessment:** (Provide a copy of the assessment sheet to the applicant)

## Driving Assessment Recording Sheet

Applicant Name: .....Licence No: .....Date: .....

Route No & Location: .....Start Time: .....Finish Time: .....

AO: (1).....AO: (2).....

TYPE	CONTENT	SYSTEM OF VEHICLE CONTROL										Road Law		Totals	
		Automatic / Manual (Circle applicable)												AO	
Left Turns	On to busy road														
	From busy road														
	Traffic lights														
	Minor Roads														
Right Turns	On to busy road														
	From busy road														
	Traffic lights														
	Roundabout														
	Minor roads														
Straight and General Driving	Lane change (L)														
	Lane change (R)														
	Laned road														
	Roundabout														
	Traffic lights														
	Other														
	Other														
Signs	Stop														
	Give Way														
	School Zone														
	Ped. Crossing														
Bends (Country)	Sealed (R)														
	Sealed (L)														
	Unsealed (R)														
	Unsealed (L)														
<b>Notes/comments:</b>												AO Total Events: %			
												No: Road Law			

## Task 9 – Moving off uphill

<b>Learning Outcomes:</b>	<ol style="list-style-type: none"> <li>1) The learner will be able to smoothly stop and secure the vehicle on any reasonable uphill gradient; and</li> <li>2) The learner will be able to move off competently and safely on any reasonable uphill gradient while in full control of the vehicle without stalling or rolling backwards.</li> </ol>	
<b>(1) Stopping and securing the vehicle on a hill</b>		✓ or ×
(a) Select a suitable safe and legal place on the gradient to stop;		
(b) Check the centre mirror, then the left mirror ( <i>for cyclists etc.</i> ), and signal left;		
(c) Smoothly slow the vehicle ( <i>to just above engine idle speed</i> ) using the footbrake operated by the right foot;		
(d) ( <i>For manuals</i> ) push the clutch down just before reaching engine idle speed to prevent stalling while maintaining light pressure on the footbrake;		
(e) Bring vehicle to a smooth stop without jerking the vehicle;		
(f) Check that the vehicle has stopped ( <i>as above</i> ) and correctly apply the park brake to prevent rolling;		
(g) Select 'Neutral' ( <i>manuals</i> ) or 'Park' ( <i>automatics</i> ), then release the brake pedal, then ( <i>for manuals</i> ) release the clutch;		
(h) Perform all steps 1(a) to 1(g) in sequence;		
(i) cancel any signal after stopping.		
<b>(2) Moving off uphill</b>		
(a) If the park brake is not applied, correctly apply it;		
(b) Check the centre mirror, then the right mirror, then signal right for at least 5 seconds;		
(c) Push clutch pedal down ( <i>manuals</i> ) / right foot on brake pedal ( <i>automatics</i> );		
(d) Select first gear ( <i>manuals</i> ) / or select 'drive' ( <i>automatics</i> );		
(e) Apply appropriate power to prevent rolling backwards and/or stalling, ( <i>and for manuals</i> ) bring the clutch to 'friction point' absorbing about half of the engine noise;		
(f) Check the center mirror again then the right mirror, then over the right shoulder ( <i>blind spot check</i> ) for traffic ( <i>from driveways, roads opposite or U-turning traffic</i> );		
(g) If safe, look forward, release the park brake;		
(h) Accelerate smoothly from the kerb without stalling or rolling back, and then cancel the signal;		
(i) Perform all steps 2(a) to 2(h) in sequence while maintaining full control of the vehicle.		
		(✓ or × where applicable)
<b>Applicant correctly demonstrates</b>		
<b>Identifies 'clients' faults</b>		
<b>Provides clear and accurate feedback</b>		
<b>Faults</b>		
<b>Faults Identified</b>		
<b>Comments</b>		

## Task 10 – U Turn

<b>Learning Outcomes:</b>	<ol style="list-style-type: none"> <li>1) The learner will be able to select a suitable and safe location to perform the U-turn (kerb to kerb and at intersections); and</li> <li>2) The learner will be able to turn the vehicle around competently and safely within the confines of the carriageway of a road without the need for reversing while maintaining full control of the vehicle.</li> </ol>	
<b>(1) Selecting the location for the U-turn</b>		✓ or ×
(a) Select a location where the U-turn is legally permitted, can be completed without reversing and is not in a 'No Stopping' area, or opposite parked vehicles or where visibility in any direction is poor;		
(b) Select a location where there is sufficient visibility in all directions to enable the U-turn to be done safely; and		
(c) When stopping at the kerb comply with the appropriate task.		
<b>(2) The 'U' Turn</b>		
(a) Comply with the Give Way rules (for U-turn) by giving way to all other traffic using the road during this manoeuvre;		
(b) Comply with the 'moving off from the kerb' procedure where practicable as stated in Task 3;		
(c) Move the vehicle slowly forward (signalling appropriately) while turning the steering wheel (while not prohibited, dry/stationary steering is not encouraged) until on full steering lock (if required);		
(d) Prior to the vehicle changing direction, observe in all directions for approaching traffic and other road users e.g. pedestrians (also paying attention to driveways and roads opposite); and		
(e) When safe, accelerate smoothly away without stalling or over-steering while maintaining full control of the vehicle.		
		<i>(✓ or × where applicable)</i>
<b>Applicant correctly demonstrates</b>		
<b>Identifies 'clients' faults</b>		
<b>Provides clear and accurate feedback</b>		
<b>Faults</b>		
<b>Faults Identified</b>		
<b>Comments</b>		

## Task 11 – 3 Point turn

<b>Learning Outcomes:</b>	<ol style="list-style-type: none"> <li>1) The learner will be able to select a safe and suitable location to perform the 3-point turn; and</li> <li>2) The learner will be able to turn the vehicle around safely and competently within the boundaries of a carriageway that is narrower than the turning circle of the vehicle while maintaining full control of the vehicle.</li> </ol>	
<b>(1) Selecting a location for the 3 point turn</b>		✓ or ×
(a) Select a suitable safe and legal place at the kerb to stop;		
(b) Check the centre mirror, then the left mirror (for cyclists etc.) and signal left.		
(c) Ensure that there are no obstructions next to the kerb forward of the centre of the vehicle on the left (reversing area);		
(d) Smoothly slow the vehicle (to just above engine idle speed) using the footbrake operated by the right foot;		
(e) (For manuals) push the clutch down just before reaching engine idle speed to prevent stalling while maintaining light pressure on the footbrake;		
(f) Bring vehicle to a smooth stop without jerking the vehicle;		
(g) Check that the vehicle has stopped;		
(h) If preparing to immediately commence the 3-point turn, ensure the correct gear has been selected in preparation to move off (apply park brake if required);		
OR If intending to fully secure the vehicle, apply the park brake and select neutral (manuals)		
Park (automatics) and release the brake pedal and then (for manuals) release the clutch;		
(i) Perform all steps 1(a) to 1(h) in sequence;		
<b>(2) The 3 point turn (U turn including reversing)</b>		
(a) Check the centre mirror, then the right mirror, then signal right for at least 5 seconds;		
(b) (If moving off from fully secured) Push clutch pedal down (manuals) / right foot on brake pedal (automatics) / select 1st gear (manuals) / select 'drive' (automatics);		
(c) Apply appropriate power, (and for manuals) clutch to 'friction point';		
(d) Check the centre mirror again, then the right mirror, then over the right shoulder (blind spot check) for traffic (from driveways, roads opposite or U-turning traffic);		
(e) If safe, look forward (release the park brake as required);		
(f) Accelerate smoothly away from the kerb without stalling or rolling back while turning the steering wheel to the right ( <b>while not prohibited, dry/stationary steering is not encouraged</b> ) until on full steering lock (if required) and cancel the signal;		
(g) About 1 metre from the right kerb and whilst keeping the vehicle moving, turn the steering wheel sufficiently to the left ( <b>while not prohibited, dry/stationary steering is not encouraged</b> );		
(h) Stop before touching the kerb;		
(i) Select reverse gear, apply the park brake if required (holding the button in - optional) and check both directions and behind (over shoulders);		
(j) Move off in reverse without rolling or stalling (continue steering left as required), under full control and continue checking in all directions (moving head and eyes) whilst reversing;		
(k) About 1 metre from the kerb whilst keeping the vehicle moving, steer sufficiently to the right ( <b>while not prohibited, dry/stationary steering is not encouraged</b> ); and prepare to move off down the road;		
(l) Stop before touching the kerb;		
(m) Select first gear or 'Drive', apply the park brake if required (holding the button in - optional) and check both ways for traffic;		
(n) When safe, move off down the road maintaining full control of the vehicle without stalling or over-steering (aim high in steering); and		
(o) Perform all steps 2(a) to 2(n) in sequence.		

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	<i>(✓ or × where applicable)</i>				
<b>Applicant correctly demonstrates</b>					
<b>Identifies 'clients' faults</b>					
<b>Provides clear and accurate feedback</b>					
<b>Faults</b>					
<b>Faults Identified</b>					
<b>Comments</b>					

## Task 12 – 90 Degree angle park (front to kerb)

<b>Learning Outcomes:</b>	1) The learner will be able to enter a 90 degree angle park (if available), front to the kerb, safely and competently while maintaining full control of the vehicle; and 2) The learner will be able to leave a 90 degree angle park (if available) safely and competently while maintaining full control of the vehicle.				
<b>(1) Entering a 90 degree angle park (front to kerb)</b>					✓ or ×
(a) Select a suitable parking bay, check the centre mirror, then check the appropriate side mirror, then apply the appropriate signal for sufficient time and slow the vehicle to a safe and controllable speed;					
(b) Choose the appropriate gear for control (if required);					
(c) Check appropriate mirror/s or blind spot/s (for approaching vehicles and/or pedestrians) prior to turning into the parking bay; and					
(d) Correctly position the vehicle, front to kerb, wholly within the bay (on the first attempt) while maintaining full control without touching the kerb: (i) Not more than 300 mm out of parallel with the lines, (ii) Not more than 300 mm from the kerb or end of parking bay; & (iii) Where practicable, central within the parking bay with the front wheels pointing straight ahead towards the kerb.					
<b>(2) Leaving a 90 degree angle park</b>					
(a) Select reverse gear;					
(b) Constantly check behind (over shoulders), both sides and to the front before moving and during reversing;					
(c) Reverse slowly under full control of the vehicle and check for clearance of the front of the vehicle (where appropriate);					
(d) Reverse the vehicle only for such a distance as is necessary and turn the steering wheel sufficiently to allow the vehicle to safely clear the parking bay alongside and counter steering sufficiently ( <b>while not prohibited, dry/stationary steering is not encouraged</b> ) in preparation to move off safely down the road without stalling or rolling; and					
(e) Perform all steps above in sequence.					
					<i>(✓ or × where applicable)</i>
<b>Applicant correctly demonstrates</b>					
<b>Identifies 'clients' faults</b>					
<b>Provides clear and accurate feedback</b>					
<b>Faults</b>					
<b>Faults Identified</b>					
<b>Comments</b>					

## Task 27 – U-turn in traffic manoeuvre

<b>Learning Outcomes:</b>	1) The learner will be able to select a safe and suitable location on a busy road and competently perform a U-turn with safety without the need for reversing; and (2&3) The learner will be able to choose a safer option to a U-turn where the turn may be obstructed due to changing traffic conditions.				
<b>(1) Selecting a safe U-turn starting position</b>		✓ or ×			
(a) Select a suitable position whilst complying with ‘System of Car Control’;					
(b) Select a position where only one major flow of traffic is required to be crossed during the U-turn; and					
(c) Select the most appropriate position that minimises the disruption to overtaking or following traffic for that road (e.g. a right turn store lane opposite a quiet road).					
<b>(2) perform a safe and complete U-turn</b>					
(a) Comply with all road markings, and the ‘Give Way’ rules for turning and moving off (as required);					
(b) Confidently select a safe gap in the traffic flow when presented;					
(c) Use safe stopping areas within the U-turn as required; and					
(d) Complete the U-turn safely without reversing while maintaining full control of the vehicle.					
<b>(3) Select a safe alternative to the U-turn due to traffic</b>					
(a) If traffic conditions change where the U-turn could become confusing or dangerous to any road users, select an acceptable safe option; and					
(b) Perform the optional action with safety.					
		<i>(✓ or × where applicable)</i>			
<b>Applicant correctly demonstrates</b>					
<b>Identifies ‘clients’ faults</b>					
<b>Provides clear and accurate feedback</b>					
<b>Faults</b>					
<b>Faults Identified</b>					
<b>Comments</b>					

## Training delivery of tasks recording sheet

APPLICANT DETAILS			
Name:		Licence No:	
ASSESSMENT OFFICER			
Name:		Signature:	Date:
CBT&A TASK INDEX			
Using the Drivers Companion to competently deliver <u>one</u> CBT&A Tasks from the list below, this is an 'open book' session – <b>Circle tasks delivered</b>			
9	Moving off uphill	12	90 degree angle park
10	U Turn	27	U-turn in traffic
11	3 Point turn		

While sessions plans aren't mandatory, the training delivered must still demonstrate the following:

### Section One: Knowledge and Skills for Instruction

You can only be assessed as competent if all criteria are applied to the CBT&A Task being delivered.

### Section Two: Road Knowledge and Technical skills

Assessment criteria as per the most current version The Driving Companion.

The client must be able to physically and verbally demonstrate a clear understanding of the task learning outcomes and assessment standards.

**Note:** For the purpose of this component the Assessment Officer acts as the client.

Section 1 – Knowledge and Skills for Instruction	C	NYC
<b>Planning</b> <ul style="list-style-type: none"> <li>Appropriate training equipment and resources used.</li> <li>Recaps on previous session (if relevant).</li> <li>Route, location and environment appropriate.</li> <li>Maintains safety at all times.</li> </ul>		
<b>Introduction</b> <ul style="list-style-type: none"> <li>Clear introduction and questions learner to see if any understanding of topic.</li> <li>Outlines the learning outcomes, required knowledge and skills and process.</li> <li>Explains the importance of the skill to be learnt.</li> <li>Explains what the learner must already know and do before attempting the session.</li> </ul>		
<b>Demonstration</b> <ul style="list-style-type: none"> <li>Effectively demonstrates each step in a task logically, clearly and at appropriate pace for learner.</li> <li>Explains the reasons for each step or function clearly providing opportunities for questions and practice.</li> <li>Checks that the learner has acquired the appropriate skills and knowledge before progressing.</li> <li>Builds rapport, responds and communicates clearly with the learner.</li> <li>Training progress is documented accurately (if applicable).</li> </ul>		
<b>Feedback</b> <ul style="list-style-type: none"> <li>Provides constructive feedback appropriately.</li> <li>Focuses on key areas requiring development and low risk driving techniques.</li> <li>Recaps key points and overviews practice/ homework requirements.</li> </ul>		

## Training and Assessment – CBT&A Endorsement

**For a CBT&A endorsement:** Competently train (or re-train as appropriate) and assess Task 14 and Task 30 in The Driving Companion to CBT&A standard. The applicant needs to demonstrate a sound understanding of assessment standards in accordance with appropriate manuals, knowledge and skills for instruction (section 1) and road knowledge and technical skills (section 2).

For CBT&A tasks needs to demonstrate knowledge and skills for instruction.

**For a VORT endorsement:** Conduct a VORT in its entirety (use VORT recording sheet for assessment).

### **Section One: Knowledge and Skills for Instruction**

Can only be assessed as competent if all criteria are applied to all CBT&A Tasks delivered.

### **Section Two: Road Knowledge and Technical skills**

Assessment criteria as per The Driving Companion. The trainee must demonstrate competency in all of the criteria for each element to successfully complete the Task whilst complying with the ARR at all times.

## Training and Assessment of Tasks

Section 1 – Knowledge and Skills for Instruction	C	NYC
<b>Planning</b> <ul style="list-style-type: none"> <li>• Appropriate training equipment and resources used.</li> <li>• Recaps on previous session (if relevant).</li> <li>• Route, location and environment appropriate.</li> <li>• Maintains safety at all times.</li> <li>• Appropriate pre-drive checks undertaken.</li> </ul>		
<b>Introduction</b> <ul style="list-style-type: none"> <li>• Clear introduction and questions learner to see if any understanding of topic.</li> <li>• Outlines the learning outcomes, required knowledge and skills and process.</li> <li>• Explains the importance of the skill to be learnt.</li> <li>• Explains what the learner must already know and do before attempting the session.</li> </ul>		
<b>Demonstration</b> <ul style="list-style-type: none"> <li>• Effectively demonstrates each step in a task logically, clearly and at appropriate pace for learner.</li> <li>• Explains the reasons for each step or function clearly providing opportunities for questions and practice.</li> <li>• Checks that the learner has acquired the appropriate skills and knowledge before progressing.</li> <li>• Builds rapport, responds and communicates clearly with the learner.</li> <li>• Training progress is documented accurately (if applicable).</li> </ul>		
<b>Feedback</b> <ul style="list-style-type: none"> <li>• Provides constructive feedback appropriately.</li> <li>• Focuses on key areas requiring development and low risk driving techniques.</li> <li>• Recaps key points and overviews practice/ homework requirements.</li> </ul>		

**Section 2 – Road knowledge and technical skills:**

**Task 14 – Review all slow speed manoeuvres**

**Performance and Assessment Standard**

The learner will be able to competently demonstrate (without assistance) each learning outcome from Tasks 9 to 13. Any learning outcome that does not meet the standard for the task must be re-trained and re-assessed in accordance with the assessment method and standard for that original task.

**Task 14 Requirements**

✓ or ×

Demonstrate one complete example of Task 9 ('stopping and securing the vehicle on a hill' and 'moving off procedure') on request;

Demonstrate one complete example of Task 10 ("the simple U-turn") on request;

Demonstrate one complete example of Task 11 ("the 3-point turn") on request;

Demonstrate one complete example of Task 12 ("entering and leaving a 90 degree angle park") on request; and

Demonstrate one complete example of Task 13 ("reverse parallel parking") on request.

Re-train and re-assess as required.

**Additional Notes:**

**Task 30 – Review of road skills and traffic management****Performance Required**

Learner to competently demonstrate a safe, efficient drive in medium to heavy traffic where practicable, of not less than 25 minutes duration without assistance while complying with all road laws, the “System of Car Control”, Rules of Braking, Steering and Observation. The learner needs to demonstrate compliance with road craft concepts at least 80% of the time and compliance with the law during the assessment without assistance.

**Conditions**

A short drive of not less than 25 minutes in medium to heavy traffic.

**Test Elements and Sequence**

✓ or x

Comply with all road laws;

Comply with the “System of Car Control” to left and right turns, traffic lights, stopping, lane changes and other potential traffic hazards.

Comply with the Rules of Braking, Steering and Observation; and

Demonstrate appropriate forward planning, correct and timely road positioning, and safe driving strategies.

**Additional Notes**



**Further comments**