

National Safety Code

Standard 3: Driver Examiner Training and Testing

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FOREWARD

The purpose of this standard is to ensure that applicants possess the fundamental knowledge and skills for driver examiner training and testing for:

- Passenger vehicles
- Commercial or higher-class vehicles, and
- Motorcycles
- Medically at-risk drivers

Driver examiner standards assist in ensuring that examiners have met the minimum knowledge and skills training requirements for conducting licensing tests, with a focus on road and practical testing. Quality training and education is seen to contribute to the safety of individual drivers and the public on our roads. Training supports the professional driver licensing examiner; assuring the public, government, and the clients it serves, of the competence and quality of the practitioners in the field.

This standard has been developed based on a number of objectives:

- To establish uniform performance standards for driver examiners.
- To facilitate consistent driver examination across Canada.
- To establish a system to ensure that driver examiners have and maintain the capability to perform their jobs competently.

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BACKGROUND

Principles

The concept of “principle” generally describes rules, norms, or values that guide or describe desirable behaviours for an individual or group.¹ Principles are statements intended to guide the ways things are done by individuals and organizations, what is done and why.

A number of principles have been articulated throughout the National Safety Code (NSC) as well as the national road safety strategy. The principles below apply to NSC 3:

- NSC standard 3 has been developed to promote consistency, harmonization and road safety across Canadian jurisdictions.
- Contributes to a safe systems approach to road safety with its focus on the validity and integrity of driver examiner training.
- Reflects an evidence-based approach to requirements, policies and guidelines based on global expertise and best available evidence.
- Standards are developed through an inclusive and consultative process.
- Superior, training standards help ensure the integrity of the driver licensing system and are important because of the need to be able to judge other peoples’ driving capabilities.
- The professionalism of driver examiners is reflected in the requirements for considerable skill in assessment, communication, exercising judgement, and hazard perception.
- Driver Examiners are required to commit to upholding a Code of Conduct.

These principles are to be broadly construed when applying the standards and policies within a jurisdiction; providing direction and flexibility in how road safety goals can be achieved.

¹ Merriam-Webster defines principle in a number of ways, the most relevant being “a fundamental doctrine or assumption”, a “rule or code of conduct” (www.merriam-webster.com/dictionary/principle). The Cambridge Dictionary (<http://dictionary.combridge.org/dictionary/english/principle>) describes principles as fundamental norms, rules, or values that represent what is desirable and positive for a group, organization, or community. The online Oxford Dictionaries (www.oxforddictionaries.com/definition/english/principle) says a principle is a “rule or belief governing one’s behaviour” while the MacMillan Dictionary defines principle as a basic belief, theory, or rule that has a major influence on the way in which something is done (<http://www.macmillandictionary.com/dictionary/british/principle>).

Structure of the Standard

NSC standard 3 contains:

1. An introduction which provides context for the standard, its interpretation and application.
2. The standard – a statement that clearly defines a minimal technical specification.²
3. Rationale – statements that explain the policy rationale and evidence to support the standard; and define overall goals, benefits and outcomes of an intended action, approach or strategic direction. The rationale provides policy context to support the standard's implementation.

Use of the Standard

It is expected that all Canadian jurisdictions will adopt the NSC standards as a reference. While the NSC standards imply a minimum, there is no constraint on jurisdictions going beyond this specification. In addition, a rationale is provided for the standards to help jurisdictions understand why an element is included. Finally, jurisdiction practices are included as a reference point for understanding different requirements that exist.

The authority for the CCMTA standards

Canadian Council of Motor Transport Administrators

The Canadian Council of Motor Transport Administrators (CCMTA) coordinates all matters dealing with the administration, regulation and control of motor vehicle transportation and highway safety. Membership includes representation from provincial and territorial governments as well as the federal government of Canada.

CCMTA supports its members' vision to have the safest and most efficient movement of people and goods by road in the world. We are the custodians of the National Safety Code, and we provide collaborative leadership in the areas of Road Safety Research and Policy, Drivers and Vehicles and Compliance and Regulatory Affairs.

Vision

To have the safest and most efficient movement of people and goods by road in the world.

Mission

To provide collaborative leadership in addressing Canadian road safety priorities.

² Adapted from Policy Positions of the AAMVA, 2016.

History

The origins of the CCMTA can be traced back to 1940, when the four Western provinces met to consider issues of common interest relating to road transport. In the early fifties, the group was joined by Ontario and the Yukon Territory. The Canada-wide expansion of the organization took place in 1956, some two years after the enactment of the Motor Vehicle Transport Act by Parliament, in response to an already felt need for uniformity due to increasing movement and traffic.

In 1975 a constitution was signed by representatives of all provinces and territories and a small permanent Secretariat was established. The federal government has participated as a full member of CCMTA since 1977. The organization was incorporated in 1987 under its present name and constitution. CCMTA commemorated its 75th anniversary in 2015.

CCMTA Members are elected from provincial, territorial and federal governments. CCMTA has a responsibility to be accountable to:

- the Council of Deputy Ministers and Ministers for:
 - providing advice and making recommendations on matters relating to transportation and highway safety
- the provinces, territories and the federal government for:
 - promoting a better understanding and cooperation in all matters related to transportation and highway safety among each other, as well as other organizations where there exists a mutual interest
- its stakeholders for:
 - maintaining an ongoing dialogue and consultation to ensure CCMTA is responsive and informative

The relationship between individual Canadian jurisdictions' examiner training and testing models and the CCMTA standards

All Canadian provinces and territories have the authority to establish their own standards and requirements for examiner training and testing. This National Safety Code (NSC) standard is intended to facilitate a level of uniformity among the provinces and territories, that supports a harmonized approach to driver examiner training and testing, is consistent with Canadian principles of labour and driver mobility and enhancing road safety pursuant to Canada's Road Safety Strategy 2025.

PART 1:

A MODEL FOR DRIVER EXAMINER TRAINING AND TESTING

Chapter 1: Introduction

This part provides the standards and policy guidance for driver examiners across Canada. The standard focuses on general requirements for driver examiners, training and testing. A national standard for driver examiners is intended to help jurisdictions achieve uniformly high quality for conducting licensing tests by requiring minimum knowledge and skills. Quality training, education and assessment contributes to the safety of individual drivers on Canada's roads.

Chapter 2: Definitions

Knowledge test: means of testing an individual's knowledge of information required to operate vehicles safely, rules of the road, potential hazards, signs and signals. Testing may be done with paper and pencil, electronic/computer or verbal methods.

Practical test: practical testing, while sometimes seen as synonymous with road testing, is a broader category which may include assessments of vehicle functions, pre-trip inspections, and air brake inspections as well as the use of varying technology such as computers and simulators.

Road test: means a road test conducted by a government authorized driver-examiner. Standard road tests were traditionally designed for assessing driving skill. They may be used, however, to test for related skills such as hazard perception and, under certain circumstances, to assess motor and sensory functional ability to drive.

Driver examiner: A driver examiner (DE) is an individual who is authorized by a jurisdiction to conduct assessments, tests and evaluations in order to determine licensure.

Chapter 3: Chapter Template

Below is the template used for the driver examiner standards. It is annotated to explain what type of information is found in each section of the template. The standard provides the minimum requirements for driver examiners. Jurisdictions may have higher standards by imposing additional requirements to enhance safety outcomes, for example, additional areas for training and testing.

Jurisdictions may have additional requirements and practices considered beneficial in their context. Appendix II describes best practices as of December 31, 2018 that may be considered by other jurisdictions.

Standard	The requirements that must be met for a specified element of knowledge or road testing.
Rationale	A brief description of the rationale for the requirements.
Policy Guidelines	Provide more details on the application of the standard element, including procedures.

PART 2:

DRIVER EXAMINER REQUIREMENTS

Chapter 1: Introduction

The original objectives of this standard in the National Safety Code are still relevant in that they establish behavioural and performance standards for driver examiners. What is missing are any provisions for pre-requisites and for maintaining the capability to competently perform driver licensing assessments. This is particularly important as the road safety context, laws and policies change along with evolving technologies and safety science.

Superior driving skills are considered an important requirement for getting access to driver examiner training because of the need to be able to judge other peoples' driving capabilities.³ *The Commission Internationale des Examens de Conduite Automobile (CIECA)* experts determined that having a driver licence over a period of time is one indicator of potentially good driving skills. However, having a licence does not necessarily mean the licence holder has sufficient experience. Many jurisdictions, then, have adopted a dual approach to assessing the capacity of driver examiners: a required length of driving experience (e.g., 5 years with a full class licence) and some form of test or assessment.

³ Commission Internationale des Examens de Conduite Automobile (CIEC). (1998). *Training of the examiner*. Brussels: CIECA.

Chapter 2: Passenger Vehicles

MINIMUM REQUIREMENTS FOR DRIVER EXAMINERS

<p>Standard</p>	<ul style="list-style-type: none"> • must hold a valid, full class passenger vehicle (or equivalent) driver licence for a minimum of 2 years • must have an acceptable driving record for 2 years prior to being authorized to conduct driver licensing assessments • successfully complete specified training (see below for training standard elements) • pass a test/assessment/evaluation on required knowledge and skill elements • complete a criminal record, background or other mandatory check prior to certification or granting of authority to conduct assessments • ensure that they are up to date on laws, policies, and practices, etc., related to their roles in their current jurisdiction
<p>Rationale</p>	<p>A person authorized to conduct tests and assessments for a driver licence should be able to drive to a consistently high standard. They should also have higher level of theoretical and practical knowledge of driving ability than that needed to obtain a driving licence.</p> <p>The above standard elements reflect the necessary elements for successful driver examination and contribute to maintaining consistency in driver licensing assessment across jurisdictions. Consistency supports reciprocity as well as contributing to road safety pursuant to Canada’s Road Safety Strategy 2025.</p>
<p>Policy Guidelines</p>	<p>Candidates should have sufficient communication (verbal and written) skills for conducting, knowledge, on-road and practical assessments. On-road tests also require considerable assessment skill, judgement and hazard perception ability and training and evaluation of driver examiners should consider these job elements.</p> <p>The requirement to hold a valid Class 5 licence includes the need for driver examiners to hold a full Class 5 and not a learner’s licence or equivalent. Driver examiners should not be in a graduated licensing program.</p> <p>While jurisdictions have somewhat different definitions of “acceptable driving records”, the concept is consistently recognized across Canada. Definitions may include having fewer number of demerit points, no violations, no suspensions, no loss of driving privileges, etc., over a specified period of time.</p> <p>The quality of testing is dependent on a DE’s ability to communicate well with a candidate throughout the testing experience; to establish and communicate what the candidate can expect during the test, provide clear and consistent direction and feedback, and treat individuals with respect and fairness.</p> <p>Best practices suggest that some form and level of refresher training is needed to ensure that DEs are up to date on regulations, assessment practices, techniques, and skills, behavioural guidelines and testing procedures.</p>

TRAINING CONTENT

<p>Standard</p>	<p>Driver Examiner Training should include:</p> <ul style="list-style-type: none"> (a) Principles and standards for driver licensing (b) National Safety Code Standard 4 – Classification, Standard 2 – Knowledge and Practical Testing, Standard 6 – Determining Driver Fitness (c) Legislation and regulation (d) Jurisdictional driver licensing process (e) Workplace safety (f) The role of the examiner <ul style="list-style-type: none"> Code of ethics Rules of conduct Interacting with applicants and the public Evaluation/assessment theory and techniques including incident reporting (g) Medical information and reassessment intervals (h) Vehicle maneuvering skills (i) Understanding how vehicle maneuvering skill test areas are designed (j) Understanding how road test routes are designed (k) Road test procedures <ul style="list-style-type: none"> Passenger Vehicles Air brake endorsement (l) Assessment skills (m) Hazard perception knowledge and skills (n) Evaluation skills (o) Retesting – practical and on-road
<p>Rationale</p>	<p>The above standard elements contribute to the ability of a DE to observe accurately, monitor, and evaluate overall candidate performance.</p>
<p>Policy Guidelines</p>	<p>Driver examiners need to be able to correctly and comprehensively recognize dangerous situations; be competent in recognizing driving errors; conduct uniform and consistent assessments; assimilate information and react quickly; look ahead, identify potential problems and develop strategies to deal with them; and, provide timely and constructive directions and feedback.</p> <p>Driver examiners will need to be familiar with their jurisdiction’s requirements for reporting incidents, crashes/collisions pursuant to policy and legislation.</p>

Chapter 3: Motorcycles

MINIMUM REQUIREMENTS FOR MOTORCYCLE EXAMINERS

Standard	<ul style="list-style-type: none">• have a valid full passenger vehicle licence with a motorcycle learner, or full motorcycle licence• must have an acceptable driving record for 2 years prior to being authorized to conduct driver licensing assessments• successfully complete approved motorcycle rider training• successfully complete motorcycle examination training• pass a test on required knowledge and skill elements
Rationale	All driver examiners must be able to demonstrate competency in riding and motorcycle knowledge and skill assessment.
Policy Guidelines	<p>Given that different skills and knowledge are required to ride a motorcycle, developing a level of superior knowledge and skill for examiners is very important. This is highlighted with the different types of risks associated with riding, including crash vulnerability.</p> <p>Best practices suggest that some form and level of refresher training is needed to ensure that DEs are up to date on regulations, assessment practices, techniques, and skills, behavioural guidelines and testing procedures.</p> <p>Driver examiners will need to be familiar with their jurisdiction's requirements for reporting incidents, crashes/collisions pursuant to policy and legislation.</p>

TRAINING CONTENT

<p>Standard</p>	<p>Motorcycle Examiner Training should include:</p> <ul style="list-style-type: none"> (a) Principles and standards for motorcycle riding (b) National Safety Code Standard 4 – Classification, NSC 2 – Knowledge and Practical Testing, Standard 6 – Determining Driver Fitness (c) Legislation and regulation (d) Driver and motorcycle licensing process (e) The role of the examiner <ul style="list-style-type: none"> Code of ethics Rules of conduct Interacting with applicants and the public Evaluation/assessment theory and techniques (f) Medical information and reassessment intervals (g) Motorcycle dynamics and maneuvering skills (h) Designing motorcycle maneuvering skill and on-road test areas (i) Designing/modifying road test routes (j) Road test procedures including assessment skills (k) Hazard perception knowledge and skills (l) Evaluation skills (m) Retesting – practical and on-road
<p>Rationale</p>	<p>The above standard elements contribute to the ability of a DE to observe accurately, monitor, and evaluate overall candidate performance.</p>
<p>Policy Guidelines</p>	<p>Motorcycle examiners need to be able to correctly and comprehensively recognize dangerous situations; be competent in recognizing riding errors; conduct uniform and consistent assessments; assimilate information and react quickly; look ahead, identify potential problems and develop strategies to deal with them; and, provide timely and constructive directions and feedback.</p> <p>Driver examiners will need to be familiar with their jurisdiction’s requirements for reporting incidents, crashes/collisions pursuant to policy and legislation.</p>

Chapter 4: Higher Class Vehicles

MINIMUM REQUIREMENTS FOR DRIVER EXAMINERS

Standard	<ul style="list-style-type: none"> • air brake endorsement (or equivalent education or training) • candidates must have the class of licence for which they are testing • must have an acceptable driving record for 2 years prior to authorization to conduct assessments • successfully complete specified training • pass a test on required knowledge and skill elements • complete a criminal record or other mandatory check prior to certification or granting of authority to conduct assessments • must maintain an acceptable driving record
Rationale	<p>A person authorized to conduct tests and assessments for a higher class or commercial licence should be able to drive to a consistently high standard. They should also have a higher level of theoretical and practical knowledge of driving ability than that needed to obtain the higher-class licence.</p> <p>These principles are important to encourage and assist commercial examiners in maintaining and increasing their knowledge and competence through continuing education and professional development opportunities.</p> <p>The standards also promote highway safety and protect the public interest by increasing public understanding and acceptance of commercial licensing professionals as essential personnel in fighting fraud.</p> <p>Achieve uniformity in training and commercial licensing examination practices in accredited jurisdictions.</p>
Policy Guidelines	<p>While jurisdictions have somewhat different definitions of “acceptable driving records”, the concept is consistently recognized across Canada. Definitions may include having fewer number of demerit points, no violations, no suspensions, no loss of driving privileges, etc., over a specified period of time.</p> <p>Best practices suggest that some form and level of refresher training is needed to ensure that DEs are up to date on regulations, assessment practices, techniques, and skills, behavioural guidelines and testing procedures.</p> <p>The need to maintain an acceptable driving record is important when considering requirements for motor carriers under NSC 14 – Safety Rating and NSC 7 – Carrier and Driver Profiles. These standards outline the elements for a motor carrier profile system designed to monitor carrier safety performance. NSC 14 requires jurisdictions to include reportable crashes and convictions against its drivers resulting from violations, highway safety laws and Criminal Code provisions relating to operation of vehicles. Given the standard to which higher class drivers and motor carriers are held, it is important for driver examiner standards to minimally be consistent with the level of expectation for those which will be subject to their assessment.</p>

TRAINING CONTENT

Standard	Higher Class Examiner Training should include: <ul style="list-style-type: none">(a) Principles and standards for driving higher class and commercial vehicles(b) National Safety Code Standards 4 - Classification, Standard 2 – Knowledge and Practical Testing and Standard 6 – Determining Driver Fitness(c) Legislation and regulation – for example, other NSC standards such as hours of service, FMCSA requirements; load securement, dangerous goods(d) Driver and higher-class licensing process (e) The role of the examiner<ul style="list-style-type: none">i. Code of ethicsii. Rules of conductiii. Interacting with applicants and the publiciv. Evaluation/assessment theory and techniques(f) Medical information and reassessment intervals(g) Higher class vehicle dynamics and maneuvering skills(h) Designing maneuvering skill and on-road test areas(i) Designing/modifying road test routes(j) Road test procedures including assessment skills(k) Hazard perception knowledge and skills(l) Evaluation skills(m) Retesting – practical and on-road
Rationale	The above standard elements contribute to the ability of a DE to observe accurately, monitor, and evaluate overall candidate performance.

<p>Policy Guidelines</p>	<p>Higher class vehicle examiners need to be able to correctly and comprehensively recognize dangerous situations; be competent in recognizing riding errors; conduct uniform and consistent assessments; assimilate information and react quickly; look ahead, identify potential problems and develop strategies to deal with them; and, provide timely and constructive directions and feedback.</p> <p>In addition, examiners should be familiar with the medical and reassessment intervals for commercial drivers articulated in NSC Standard 6. Article 7.1.1 specifies that unless a different reassessment interval is set because of a medical condition, authorities will routinely identify commercial drivers for a review of driver fitness at the time of licence application and then at the following intervals:</p> <ul style="list-style-type: none"> (a) up to age 45, every 5 years (b) from age 45 to age 65, every 3 years, and (c) from age 65, annually. <p>NSC Standard 7 (Carrier and Driver Profiles) is an important reference for driver examiners to be familiar with in their role of assessing applicants. There are a number of driver components that will be kept on a carrier’s profile to review current and past performance for licensing purposes:</p> <ol style="list-style-type: none"> 1. Criminal Code Offences 2. Moving Violations (highway safety offences) 3. Driver’s Liabilities such as failure by a driver involved in an accident to report 4. Roadside violations <p>Driver examiners are a vital part of the education of commercial drivers given the serious impacts of crashes involving commercial and larger vehicles.</p> <p>Driver examiners will need to be familiar with their jurisdiction’s requirements for reporting incidents, crashes/collisions pursuant to policy and legislation.</p>
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Chapter 5: Addressing Medical Fitness

While many factors contribute to safety on the road, driver health and fitness to drive is an important consideration. Drivers must meet certain medical standards to ensure their health status does not unduly increase their crash risk. Driver examiners have an important role in the licensing process and need to be knowledgeable about fitness issues and their responsibilities in the assessment process.

In Canada, medical fitness to drive is determined by each province within a national framework detailed in NSC 6, Determining Driver Fitness in Canada. This standard provides driver fitness authorities with research-based information, standards and guidelines to support consistent driver fitness decisions within and across Canadian jurisdictions. Driver fitness determinations are based primarily on functional ability to drive which means that the focus is on the effect that a medical condition has on the functions necessary for driving.

Standard	<ul style="list-style-type: none"> • An educational component on Canada’s medical fitness requirements will be included in jurisdictional training and testing regimes (see cognitive, sensory and motor functions needed for driving in NSC 6). • Policies in place for examiners to be able to determine a level of risk that results in appropriate adaption or cessation of a driving test or assessment.
Rationale	As driver fitness authorities review and consider the best information available when making driver fitness determinations, driver examiners need to understand their role and responsibilities in the licensing process. They also need to be aware of the risks associated with medical conditions which may impair safe driving ability by applicants.
Policy Guidelines	<p>Identifying drivers who may not be fit to drive, and who therefore pose a risk to public safety, is a key function of driver fitness authorities. Standard road tests are conducted by provincial and territorial driver examiners who assess whether an individual has mastered the skills needed for driving. Standard road tests are not traditionally designed to measure whether or not there is an impairment of the cognitive functions needed for driving. However, a driver examiner may observe behaviours indicative of a medical or functional impairment related to driving, where they reasonably believe that the individual will not be able to safely undertake their test.</p> <p>NSC 6, Article 5.2 addresses the requesting of functional assessments. 5.2.1 If an authority decides further information on a driver’s functional ability to drive is necessary in order to make a driver fitness determination, the authority will request a functional assessment.</p> <p>This provision suggests that jurisdictions need to have a policy in place for driver examiners (and other licensing staff) to address these situations. This requires not only having driver examiners being educated and trained on medical and functional conditions that affect driving but having in place policies and procedures that guide appropriate action.</p>

APPENDIX I: JURISDICTIONAL PRACTICES - 2018

Part 2 Driver Examiner Requirements (Chapter 2: Passenger Vehicles)

Minimum Requirements for Driver Examiners

<p>Standard</p>	<ul style="list-style-type: none"> • must hold a valid, full class passenger vehicle (or equivalent) driver licence for a minimum of 2 years • must have an acceptable driving record for 2 years prior to being authorized to conduct driver licensing assessments • successfully complete specified training (see below for training standard elements) • pass a test/assessment/evaluation on required knowledge and skill elements • complete a criminal record, background or other mandatory check prior to certification or granting of authority to conduct assessments • ensure that they are up to date on laws, policies, and practices, etc., related to their roles in their current jurisdiction
<p>Jurisdictional Practices</p>	<p>A number of Canadian jurisdictions have developed their DE programs based on AAMVA’s Certified Driver Examiner (CDE) program; ensuring a level of consistency and quality.</p> <p>Some level of focus is being given to refresher training. For example, B.C. (ICBC) rolled out its Quality Assurance & Consistency Program (QACP) for Driver Examiners refresher training in 2017. Each type of Driver Examiner is tested once every three years. There is a one day in-class refresher course and a Driver Examiner Knowledge Test for which a mark of at least 80% is required. The Driver Examiner then must requalify on a standardization test as they did upon initial qualification. There is a one-month practice period, between the theory day/knowledge test and standardization test. This allows Driver Examiner Supervisors conduct ride checking and coaching ahead of the standardization test. Should a Driver Examiner not requalify, additional coaching and training is provided until the Driver Examiner requalified.</p> <p>While Saskatchewan does not formally “re-train” or “re-certify” its examiners, they do participate in regular training based on business needs, changes, individual performance etc. Examiners also attend an annual two-day training workshop. Annual audits are performed for each driver examiner.</p> <p>Ontario requires successful completion of refresher maintenance training and yearly check rides by supervisors.</p> <p>In the Yukon, full time examiners are monitored, and retraining may occur at any time new practices are put into place or work quality and professionalism are in question. Part time examiners are monitored, and refresher courses conducted as needed as well as reviewing part time examiners professionalism.</p>

Part 2 Driver Examiner Requirements (Chapter 2: Passenger Vehicles)

Training Content

<p>Standard</p>	<p>Driver Examiner Training should include:</p> <ul style="list-style-type: none"> (p) Principles and standards for driver licensing (q) National Safety Code Standard 4 – Classification, Standard 2 – Knowledge and Practical Testing, Standard 6 – Determining Driver Fitness (r) Legislation and regulation (s) Jurisdictional driver licensing process (t) Workplace safety (u) The role of the examiner <ul style="list-style-type: none"> Code of ethics Rules of conduct Interacting with applicants and the public Evaluation/assessment theory and techniques including incident reporting (v) Medical information and reassessment intervals (w) Vehicle maneuvering skills (x) Understanding how vehicle maneuvering skill test areas are designed (y) Understanding how road test routes are designed (z) Road test procedures <ul style="list-style-type: none"> Passenger Vehicles Air brake endorsement (aa) Assessment skills (bb) Hazard perception knowledge and skills (cc) Evaluation skills (dd) Retesting – practical and on-road
<p>Jurisdictional Practices</p>	<p>The above elements are intended to be consistent with the AAMVA guidelines, which are followed by many Canadian jurisdictions.</p>

Part 2 Driver Licencing Requirements (Chapter 3 – Motorcycles)

Minimum Requirements for Motorcycle Examiners

<p>Standard</p>	<ul style="list-style-type: none"> • have a valid full passenger vehicle licence with a motorcycle learner, or full motorcycle licence • must have an acceptable driving record for 2 years prior to being authorized to conduct driver licensing assessments • successfully complete approved motorcycle rider training • successfully complete motorcycle examination training • pass a test on required knowledge and skill elements
<p>Jurisdictional Practices</p>	<p>Some jurisdictions require that an individual be a class 5 DE prior to undertaking steps to become a DE for motorcycles. This may mean an individual has to have conducted a number of road tests, taking training for a class 6 (or equivalent), or obtaining a class 6 learners’ licence. For example, Ontario requires that 250 road tests be conducted as a Class 5 DE and Alberta requires 150 road tests for DE’s to be able to conduct basic motorcycle road tests.</p> <p>In British Columbia, ICBC's Road Test Quality Assurance and Consistency Program (QACP) for motorcycle testing provides a regular combination of classroom training and on the job coaching for all DEs and DE Supervisors and a standardization exercise for all DEs to measure success.</p> <p>While Saskatchewan does not formally “re-train” or “re-certify” its examiners, they do participate in regular training based on business needs, changes, individual performance etc. Examiners also attend an annual two-day training workshop. Annual audits are performed for each driver examiner.</p> <p>Ontario requires successful completion of refresher maintenance training and yearly check rides by supervisors.</p> <p>In the Yukon, full time examiners are monitored, and retraining may occur at any time new practices are put into place or work quality and professionalism are in question. Part time examiners are monitored, and refresher courses conducted as needed as well as reviewing part time examiners professionalism.</p>

Part 2 Driver Licencing Requirements (Chapter 3: Motorcycles)

Training Content

Standard	<p>Motorcycle Examiner Training should include:</p> <ul style="list-style-type: none"> (n) Principles and standards for motorcycle riding (o) National Safety Code Standard 4 – Classification, NSC 2 – Knowledge and Practical Testing, Standard 6 – Determining Driver Fitness (p) Legislation and regulation (q) Driver and motorcycle licencing process (r) The role of the examiner <ul style="list-style-type: none"> Code of ethics Rules of conduct Interacting with applicants and the public Evaluation/assessment theory and techniques (s) Medical information and reassessment intervals (t) Motorcycle dynamics and maneuvering skills (u) Designing motorcycle maneuvering skill and on-road test areas (v) Designing/modifying road test routes (w) Road test procedures including assessment skills (x) Hazard perception knowledge and skills (y) Evaluation skills (z) Retesting – practical and on-road
Jurisdictional Practices	All jurisdictions require that an examiner be able to ride a motorcycle and specify additional training for motorcycle examiners.

Part 2 Driver Licencing Requirements (Chapter 4: Higher Class Vehicles)

Minimum Requirements for Driver Examiners

<p>Standard</p>	<ul style="list-style-type: none"> • air brake endorsement (or equivalent education or training) • candidates must have the class of licence for which they are testing • must have an acceptable driving record for 2 years prior to authorization to conduct assessments • successfully complete specified training • pass a test on required knowledge and skill elements • complete a criminal record or other mandatory check prior to certification or granting of authority to conduct assessments • must maintain an acceptable driving record
<p>Jurisdictional Practices</p>	<p>Most jurisdictions require additional training for higher class vehicles, and more commonly it is external in terms of learning to drive a higher class or commercial vehicle. Refresher training also appears to be more common.</p> <p>B.C. (ICBC) rolled out its Quality Assurance & Consistency Program (QACP) for Driver Examiners refresher training in 2017. Each type of Driver Examiner is tested once every three years. There is a one day in-class refresher course and a Driver Examiner Knowledge Test for which a mark of at least 80% is required. The Driver Examiner then must requalify on a standardization test as they did upon initial qualification. There is a one-month practice period, between the theory day/knowledge test and standardization test. This allows Driver Examiner Supervisors conduct ride checking and coaching ahead of the standardization test. Should a Driver Examiner not requalify, additional coaching and training is provided until the Driver Examiner requalified.</p> <p>While Saskatchewan does not formally “re-train” or “re-certify” its examiners, they do participate in regular training based on business needs, changes, individual performance etc. Examiners also attend an annual two-day training workshop. Annual audits are performed for each driver examiner.</p> <p>Ontario requires successful completion of refresher maintenance training and yearly check rides by supervisors.</p> <p>In the Yukon, full time examiners are monitored, and retraining may occur at any time new practices are put into place or work quality and professionalism are in question. Part time examiners are monitored, and refresher courses conducted as needed as well as reviewing part time examiners professionalism.</p>

Part 2 Driver Licencing Requirements (Chapter 4: Higher Class Vehicles)

Training Content

<p>Standard</p>	<p>Higher Class Examiner Training should include:</p> <ul style="list-style-type: none"> (a) Principles and standards for driving higher class and commercial vehicles (b) National Safety Code Standards 4 - Classification, Standard 2 – Knowledge and Practical Testing and Standard 6 – Determining Driver Fitness (c) Legislation and regulation – for example, other NSC standards such as hours of service, FMCSA requirements; load securement, dangerous goods (d) Driver and higher-class licensing process (e) The role of the examiner <ul style="list-style-type: none"> i. Code of ethics ii. Rules of conduct iii. Interacting with applicants and the public iv. Evaluation/assessment theory and techniques (f) Medical information and reassessment intervals (g) Higher class vehicle dynamics and maneuvering skills (h) Designing maneuvering skill and on-road test areas (i) Designing/modifying road test routes (j) Road test procedures including assessment skills (k) Hazard perception knowledge and skills (l) Evaluation skills (m) Retesting – practical and on-road
<p>Jurisdictional practices</p>	<p>Many jurisdictions require that an examiner have the class of licence for which they are testing.</p>

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Minimum Requirements for Driver Examiners

Standard	<ul style="list-style-type: none">• An educational component on Canada’s medical fitness requirements will be included in jurisdictional training and testing regimes (see cognitive, sensory and motor functions needed for driving in NSC 6).• Policies in place for examiners to be able to determine a level of risk that results in appropriate adaption or cessation of a driving test or assessment.
Jurisdictional Practices	Manitoba - When dealing with customer’s that do not have a Driver Fitness file, the Driver Examiner will advise the Driver Fitness program of their concern and provide them with as much information as possible. Based on the information provided, Driver Fitness will determine what is required.