



Driver CPC periodic training for lorry, bus and coach drivers

If you drive a bus, coach or lorry for a living, you must hold a Driver Certificate of Professional Competence (Driver CPC).

Driver CPC has been introduced throughout the European Union. Its aim is to maintain high standards of driving and improve road safety. Driver CPC covers anyone who drives buses, coaches and minibuses with nine or more passenger seats, and lorries weighing over 3.5 tonnes, for a living.

To keep your Driver CPC, you will need to do at least 35 hours of periodic training in each five-year period. Periodic training involves attending courses on various aspects of professional driving.

This guide explains what Driver CPC periodic training is, when you will need to take it, and who can offer it.

Who needs to take Driver CPC periodic training?

If you are a bus or coach driver and held your vocational licence (D*, D1*, DE*, D1E*) prior to 10 September 2008 you will have acquired rights until 9 September 2013. If you are a lorry driver and held your vocational licence (C, C1, CE, C1E) prior to 10 September 2009 you have acquired rights until 9 September 2014. To keep your Driver Certificate of Professional Competence (Driver CPC) and continue driving professionally beyond this date, you will need to complete 35 hours of periodic training.

All drivers will need to complete 35 hours of periodic training every five years on an ongoing basis in order to continue to drive for a living.

Drivers who received their vocational licence (D*, D1*, DE*, D1E*) on or after 10 September 2008, or (C, C1, CE, C1E) on or after 10 September 2009, but did not take the Driver CPC initial qualification tests, will need to take and pass these before they can get a Driver CPC and drive for a living.

If you haven't got your vocational licence yet, you will need to take the Driver CPC initial qualification tests. For more information, see our guide on Driver CPC initial qualification for lorry, bus and coach drivers.

Exemptions from Driver CPC requirements

You may not need a Driver CPC if you drive only certain categories of vehicles, or only carry out certain activities. For more information, see our guide on Driver CPC: the basics.

When to take your Driver CPC periodic training

The aim of Driver Certificate of Professional Competence (Driver CPC) periodic training is to provide continuing professional development for bus, coach and lorry drivers. This should last throughout your career, regardless of how often you drive.

Periodic training is delivered through courses that you attend over the five-year period for which your current Driver CPC is valid. There is no pass or fail element to these tests.

The minimum length of a training course is seven hours, although they may be longer. Where a course of seven hours is split in to two parts, the second part must start within 24 hours of the first part ending.

You should allow yourself enough time to complete your training within the five-year period. There is no advantage in delaying your periodic training. The sooner you do it, the sooner your knowledge and skills will be refreshed and updated. This will benefit you by improving your standards of driving and professionalism.

Each new five-year period will begin from the expiry date of your current Driver CPC qualification, and not from the date on which you reached the 35 hours minimum training requirement.

If you hold a vocational licence for buses and coaches as well as lorries, you only need to do one set of periodic training.

How do I prove I hold Driver CPC?

You will be able to prove you hold Driver CPC by a Driver Qualification Card (DQC). The card will be issued to new drivers automatically on successfully passing the initial qualification. Drivers with acquired rights (holding a GB photo card licence) will be automatically issued with the card on completion of the 35th hour of periodic training.

You can view an example of a DQC - [Opens in a new window.](#)

Those drivers with acquired rights will be able to use their driving licence as proof of their Driver CPC status until they have completed their 35 hours training within the first five year cycle at which point they will be issued with a DQC.

As the card will be sent to the address on your driving licence it is important that you keep your details up to date with Driver and Vehicle Licensing Agency. You must carry your DQC whilst driving and there will be penalties if you are found to be driving professionally without one.

What do I do if my Driver Qualification Card gets lost or stolen?

If your DQC has been lost, stolen or damaged, you must report it to the Driving Standards Agency (DSA) as soon as possible and apply for a replacement card. There will be a fee to replace and issue new cards.

To report your DQC card lost, stolen or damaged, contact the DSA by email at customer.services@dsa.gsi.gov.uk (putting 'DQC Enquiry' in the subject field) or call the DSA on Tel 0300 200 1122.

You will be able to continue to drive professionally while you wait for your new DQC to arrive. If your replacement card does not arrive within 15 days of you making the application, we strongly recommend that you contact us to confirm that your application has been received and is being processed.

If your card has been lost or stolen we recommend you inform your employer.

What's covered in Driver CPC periodic training?

The Driver Certificate of Professional Competence (Driver CPC) periodic training you take will be relevant to the particular type of work you do. Typical examples of courses include:

- eco-safe and fuel efficient driving
- defensive driving techniques
- first aid
- health and safety
- drivers hours regulations
- using tachographs

For more information about the Driver CPC periodic training syllabus, see the pages in this guide on the Driver CPC periodic training syllabus for bus and coach drivers and the Driver CPC periodic training syllabus for lorry drivers.

Driver CPC periodic training syllabus for bus and coach drivers

This page describes the subjects covered in each of the three parts of the Driver Certificate of Professional Competence (Driver CPC) periodic training syllabus for bus and coach drivers.

Only a basic outline is given here. For the full syllabus download a guide to Driver CPC periodic training from the Driving Standards Agency website (PDF, 1.17MB) - Opens in a new window.

You can search for an approved Driver CPC training centre or course on the Joint Approvals Unit for Periodic Training (JAUPT) website - Opens in a new window.

Part one: Advanced training

- Know the characteristics of the transmission system to make best possible use of it.
- Know the technical characteristics and operation of the vehicle's safety controls, minimise wear and tear and prevent malfunction.
- Ability to optimise fuel consumption.
- Ability to ensure passenger comfort and safety.
- Ability to load the vehicle with due regard for safety rules and proper vehicle use.

Part two: Application of regulations

- Know the social environment of road transport and the rules governing it.
- Know the regulations governing the carriage of passengers.

Part three: Health, road and environmental safety, service and logistics

- Be aware of the risks of the road and accidents at work.
- Prevent criminality and trafficking of illegal immigrants.
- Ability to prevent physical risks.

- Awareness of the importance of physical and mental ability.
 - Ability to assess emergency situations.
 - Ability to adopt behaviour to enhance your company's image.
 - Know the economic environment of the carriage of passengers by road, and the market's organisation.
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Driver CPC periodic training syllabus for lorry drivers

This page describes the subjects covered in each of the three parts of the Driver Certificate of Professional Competence (Driver CPC) periodic training syllabus for lorry drivers.

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You can search for an approved Driver CPC training centre or course on the Joint Approvals Unit for Periodic Training (JAUPT) website - Opens in a new window.

Part one: Advanced training

- Know the characteristics of the transmission system to make best possible use of it.
- Know the technical characteristics and operation of the vehicle's safety controls to minimise wear and tear and prevent malfunctioning.
- Ability to optimise fuel consumption.
- Ability to load the vehicle with due regard for safety rules and proper vehicle use.

Part two: Application of regulations

- Know the social environment of road transport and the rules that govern it.
- Know the regulations for the carriage of goods.

Part three: Health, road and environmental safety, service and logistics

- Be aware of the risks of the road and accidents at work.
 - Ability to prevent criminality and trafficking of illegal immigrants.
 - Ability to prevent physical risks.
 - Awareness of the importance of physical and mental abilities.
 - Ability to assess emergency situation.
 - Adopting behaviour to help enhance the image of the company.
 - Know the economic environment of road haulage and the organisation of the market.
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Where to get your Driver CPC periodic training

Only approved courses delivered by approved training centres will count towards Driver Certificate of Professional Competence (Driver CPC) periodic training.

The approval process for courses is managed on behalf of the Driving Standards Agency (DSA) by the Joint Approvals Unit for Periodic Training (JAUPT). You can search for an approved Driver CPC training centre or course on the JAUPT website - Opens in a new window.

The DSA will record details of the training hours completed by each driver. The individual training providers are responsible for entering details of training they have delivered on the DSA's central database.

DSA Helpline

0300 200 1122

Related guides on businesslink.gov.uk

Driver CPC: the basics

Driver CPC initial qualification for lorry, bus and coach drivers

Related web sites you might find useful

Download Driver CPC periodic training guidance from the Driving Standards Agency (PDF, 0.71MB)

http://www.dsa.gov.uk/Documents/BusinessLinkGovUK_documents/yb0810%20CPC/Driver_CPC_Periodic_Training_Aug09.pdf

Approved Driver CPC training centre and course directory on the Joint Approvals Unit for Periodic Training (JAUPT) website

<http://www.drivercpc-periodictraining.org/approved-centres-courses/>

Download Driver CPC periodic training guidance from the Driving Standards Agency website (PDF, 1.17MB)

http://www.dsa.gov.uk/Documents/CPC/guide_to_periodic_training.pdf

You can find this guide by navigating to:

Home > Your business sector > Transport and logistics > Driving a bus or coach

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