**Minimum Standards for CMV Entry-Level Driver Training**

**Facilitator’s Draft Term Sheet**

**5/28/15**

This Facilitator’s Draft sets forth for purposes of discussion and final vote the key terms agreed upon by the Members of the Entry-Level Driver Training Advisory Committee (ELDTAC) on the establishment of nationwide minimum standards for the training of entry-level CMV drivers prior to taking their Commercial Driver’s License (CDL) exam. Underlining indicates terms that cross-reference other sections of this Term Sheet.

**Key Terms of Proposed Rule:**

1. Beginning on the effective date of the rule, no Entry-Level Driver, as defined, may take a CDL exam to receive a Class A CMV license, Class B CMV license, Passenger Bus endorsement, School Bus endorsement, or Hazmat endorsement unless he/she has satisfactorily completed a training program that (a) is provided by a Certified Training Provider who appears on FMCSA’s Training Provider Registry (see below), and (b) is appropriate to the license/endorsement for which such person is applying.

These requirements apply to anyone who has not taken the relevant CDL skills test prior to the compliance date for the ELDT final rule. However, the new requirements will not apply to individuals – such as military veterans -- for whom 49 CFR 383 give States discretion to waive the CDL skills test. Any individual who fails to obtain the CDL within 360 days after obtaining a CLP will be required to complete a full ELDT course following application for a new CLP.

1. *[Proposed but not yet agreed by plenary]* Notwithstanding Paragraph (1) above, a person who has previously held a valid CDL which lapsed or was revoked less than 4 years prior to the date of such person’s application for a re-issued CDL shall not be required to undergo entry-level driver training from a registered Training Provider, though he/she still must meet all state requirements (which may include re-taking the CDL exam). A person who previously held a valid Class A or Class B CDL which lapsed or was revoked more than 4 years prior to the date of such person’s application for a new CDL shall be required to complete a Refresher Training course appropriate to that CDL in addition to meeting all state requirements. This Refresher Course must be provided by a Training Provider on the FMCSA Training Provider Registry and must, at a minimum, cover the topics set forth in FMCA’s Refresher Course Curriculum.
2. To become a FMCSA-registered Training Provider, a person or institution must, at a minimum, provide instruction in the curriculum approved by FMCSA for that license or endorsement. Such Provider also must meet the applicable FMCSA’s Eligibility Requirements for Training Providers, and complete and submit (online) a Training Provider Identification Report affirming under penalties of perjury that such provider will teach the FMSCA-prescribed curriculum that is appropriate for that license or endorsement and that such provider meets the FMCSA’s Eligibility Requirements. Training Providers that meet these requirements shall be placed on FMCSA’s Training Provider Registry.
3. The curriculums approved by FMCSA for Class A licenses, Class B licenses, Passenger Bus endorsement, School Bus endorsement, Hazmat endorsement and Refresher Course are set forth in the following annexes:

* **Annex 1** (Class A and B CDL)
* **Annex 2 (**Passenger Bus Endorsement)
* **Annex 3** (School Bus Endorsement
* **Annex 4** (Hazmat Endorsement)
* **Annex 5** (Refresher Course Training)

1. The Eligibility Requirements that Training Providers must meet in order to appear on the FMCSA Training Provider Registry are set forth in **Annex 6** (Institutional In-House and For-Hire Training Providers), and **Annex 7** (Small Business In-House and For-Hire Training Providers).
2. The Training Provider Identification Form that Training Providers must complete as part of their application for registration as an FMCSA Training Provider is set forth in **Annex 8**.
3. FMCSA’s draft regulatory text setting forth the general requirements for training providers appearing in FMCSA’s National Registry of Training Providers is set forth in **Annex 9**.
4. This rule shall apply to “Entry-level Drivers” as defined in **Annex 10**.
5. This rule shall take effect [3] years from the date of the publication of the final rule in the Federal Register.

**Key Unresolved Issues:**

1. **Minimum level of effort (to specify or not to specify)**

The FMCSA-approved core curricula for Class A and Class B training programs set forth in Annex A and B list the topics to be covered in each curriculum and provide brief descriptors of the general content of each topic. These curricula generally sub-divide into (a) theory and (b) behind-the-wheel (range/road) segments.

* 1. **Theory/knowledge** **instruction.** The ELDTAC agrees that theory may be taught and learned either online or in a classroom, and that the federal government should not attempt to prescribe a particular medium for imparting theory/knowledge. The ELDTAC also agrees that it is not necessary or appropriate for the federal government to prescribe the length of time to be spent on theory/knowledge instruction. Performance on a knowledge test is considered a satisfactory litmus test of competency in this area of instruction.
  2. **Behind-the-wheel instruction.** As of 5/26/15, the ELDTAC remains divided on the question of whether the federal government should establish a basic minimum of hours that must be spent on behind-the-wheel, on-road driving instruction as part of the Core Curriculum.[[1]](#footnote-1)

Two principal options for measuring and verifying student driving proficiency have emerged from Work Group discussions and are before the plenary committee:

**Option A**

**Performance measure only.** Require that each Training Provider, as a condition of its registration as an FMCSA Training Provider, teach the specified curriculum to all students and administer a knowledge/road/range performance assessment to each student to measure that student’s proficiency in the knowledge/road/range portions of instruction.

**Option B**

**Hybrid Performance and Practice Measure.** Under Option 2, the federal government would not specify any particular hours minimum for knowledge or range instruction, but would require that on-road training must, at a minimum, include ***[8-12*]** road trips in a vehicle of the type and class for which the student will be licensed, and these trip must *average* not less than [1 hour][50 minutes] in duration.

During such on-road training trips, trainees shall be required to demonstrate the driving skills presented in the theory portion of the FMCSA-required Core Curriculum along with skills required in the BTW/Road. These skills include but are not limited to:

|  |  |  |
| --- | --- | --- |
| * Pre/Post trip Inspection\* | * Coupling/Uncoupling\* | * Backing/Docking\* |
| * Vehicle Controls | * Left Turns | * Right Turns |
| * Lane Changing | * Curves at Highway Speeds | * Shifting Transmission\*\* |
| * Communication/Signaling | * Hazard Perception | * Railroad Crossing |
| * Night Operation\*\* | * Extreme Driving Conditions\*\* | * Visual Searching |
| * Speed and Space Management | * Safe Driver Behavior | * Preparation of Hours of Service Documentation |

Documentation of On-Road Training shall/may consist of an On-Road training report indicating the skills demonstrated during each trip.

\*Denotes skill used to verify knowledge learned in off road/range. If same Off-Road training vehicle is used for On-Road training, pre-trip inspection in Off-Road will qualify.

\*\*Denotes individual requirements based on vehicle type, or feasibility for training provide

***Note: We did not discuss whether there would be a minimum level of effort specification for endorsement training (Passenger Bus, School Bus and or Hazmat), so the plenary needs to reach a decision on that issue as well.***

1. **Policy on split training providers**

**Facilitator Note: The ELDTAC has agreed that:** In the case of separate theory and behind-the-wheel training providers, the FMCSA will assign separate responsibility to theory and behind-the-wheel trainers for the training of entry-level drivers. FMCSA will receive an electronic certification that a student has completed the theory portion, hold it in a queue in the Registry, and not transmit to the State Licensing Agency until the behind-the-wheel portion is submitted.

Note: Third-party testing providers need some way to query the Registry.

1. **Minimum qualifications of instructors**

**Facilitator Note: The ELDTAC agrees on the following text to appear in the Annexes 6 and 7 (Eligibility Criteria for Training Providers):**

“On-road trainers must be experienced drivers. On-road trainers must maintain a driving record that meets applicable state/provincial requirements, school policy, and Federal Motor Carrier Safety Regulations.

* + *Experienced driver* means a CMV driver with experience driving with a CDL of the appropriate (or higher) class and with all endorsements necessary to operate the CMVs for which training is to be provided, and who:
    - (1) has at least 1 year of experience driving; or
    - (2) has at least 1 year of experience as an on-road CMV trainer; and
    - (3) meets all applicable State training requirements for CMV trainers.[[2]](#footnote-2)
  + On-road trainers must have completed training in the on-road portion of the curriculum in which they are instructing.
* Trainers must have a state/provincial teaching license or permit, if required.”
* Any theory/classroom/range trainers who are not CDL holders must have audited or instructed that portion of the driver-training course that he/she intends to instruct.

1. **Refresher Course Training**

Although plenary committee has not yet formally endorsed the idea, the Refresher Course WG recommends requiring that individuals with a CDL that has lapsed/expired, been suspended or revoked for 4 years or longer be required to complete refresher training from a provider listed on the Registry of Entry-Level Driver Training Providers. The recommended curriculum for such a course is contained in Annex 5. Once such refresher training is completed the training certificate would be transmitted from the training provider to FMCSA and the Agency would transmit the certificate to the SDLA via CDLIS. The rule would need to include an explicit requirement for SDLAs to administer a CDL skills test to these individuals, but only if there is an electronic training certificate on file with the SDLA.

1. **Compliance Date of Rule**

**Facilitator Note:**  The plenary agrees that the compliance date be set at 3 years from the publication date of the final rule, and FMCSA shall commit in that rule to ensuring that the Registry is ready for electronic submission prior to the compliance date of the ELDT rule.

1. **Stranded Student Issue**

A stakeholder participant in the IE WG conference call of 5/26/15 raised the issue of what happens to students who enroll in good faith in a training program only to discover, mid-course, that their training provider may lose its certification. Another caller noted that some states require that licensed trainers post a surety bond to cover such contingencies, and the question was asked whether FMCSA has authority to make this a federal requirement. After the call, FMCSA Counsel’s office informed the Facilitator that this may be a possibility, theoretically and legally, but a surety requirement would be complex and controversial, implicating interests beyond those represented in our process, and is probably not a viable option at this late stage.

**Facilitator Note:** Committee agrees that this issue should be outside the scope of this rule.

**CLASS A CDL CORE CURRICULUM**

**THEORY**

**BASIC OPERATION**

The units in this section must cover the interaction between the trainee and the commercial motor vehicle (CMV). The trainee will receive instruction in the Federal Motor Carrier Safety Regulations (FMCSRs) and will be introduced to the basic CMV instruments and controls. The units in this section must also teach entry-level CDL trainees how to properly perform vehicle inspections, control the motion of CMVs under various road and traffic conditions, shifting and backing techniques, and how to properly couple and uncouple combination vehicles. During the off-street driving exercises required by this section, entry-level CDL trainees must first familiarize themselves with the basic operating characteristics of a CMV. Then, trainees must be able to perform the skills in each unit to a level of competency required to permit safe transition to on‑street driving.

Orientation

This unit must introduce trainees to the combination vehicle driver training curriculum and the components of a combination vehicle. The trainee will learn the safety fundamentals, essential regulatory requirements (i.e., overview of FMCSRs/hazardous materials (HM) regulations), and trainee responsibilities not directly related to driving. This unit must also cover the ramifications and driver disqualification provisions and fines for non-compliance with the various sections of the FMCSRs including Parts 380, 382, 383, 387, and 390-399. This unit must also include an overview of the applicability of State and local laws relating to the safe operation of the CMV, stopping at weigh stations/scales, hazard awareness of vehicle size and weight limitations, low clearance areas (e.g., CMV height restrictions), and bridge formulas.

Control Systems/Dashboard

This unit must introduce trainees to vehicle instruments and controls. The trainee will learn to read gauges and instruments correctly and learn proper use of vehicle safety components, including safety belts and mirrors. The trainee will also learn to identify, locate, and explain the function of each of the primary and secondary controls including those required for steering, accelerating, shifting, braking, and parking.

Pre and Post-Trip Inspections

This unit must stress to trainees the importance of vehicle inspections and help them develop the skills necessary for conducting pre-trip, en-route, and post trip inspections. This unit would include instruction in a driver’s personal awareness of their surroundings, including at truck stops and/or rest areas, and at shipper/receiver locations.

Basic Control

This unit must introduce basic vehicular control and handling as it applies to combination vehicles. This must include instruction addressing basic combination vehicle controls in areas such as executing sharp left and right turns, centering the vehicle, and maneuvering in restricted areas.

Shifting/Operating Transmissions

This unit must introduce shifting patterns and procedures to the trainees so that they can safely and competently perform basic shifting maneuvers. This must include training each trainee to execute up and down shifting techniques on multi-speed dual range transmissions if appropriate. The importance of increased fuel economy utilizing proper shifting techniques should also be covered with the trainee in this unit.

Backing and Docking

This unit must prepare trainees to back and dock the combination vehicle safely. This unit must cover “Get Out and Look” (GOAL), evaluation of backing/loading facilities, knowledge of backing set ups, as well as instruction in how to back with use of spotters.

Coupling and Uncoupling

This unit must provide instruction for the trainee to develop the skills necessary to conduct the procedures for safe coupling and uncoupling of combination vehicle units.

**SAFE OPERATING PROCEDURES**

The units in this section teach the practices required for safe operation of the combination vehicle on the highway. Entry-level CDL trainees must be taught how to apply their basic operating skills in a way that ensures their safety and that of other road users under various road, weather, and traffic conditions.

Visual Search

The purpose of this unit is to enable trainees to visually search the road for potential hazards and critical objects, including instruction on recognizing distracted pedestrians/distracted drivers. This unit would include instruction in how to ensure a trainee’s personal security/general awareness in common surroundings such as truck stops, and at shipper/receiver locations.

Vehicle Communications

The purpose of this unit is to enable trainees to communicate their intentions to other road users (e.g., proper signaling). Trainees will learn techniques for different types of communication on the road, including proper use of headlights, turn signals, four-way flashers, and horn. Instruction in proper utilization of eye contact techniques with other drivers and pedestrians will be covered in this unit.

Speed Management

The purpose of this unit is to enable trainees to manage speed effectively in response to various road, weather, and traffic conditions. The trainee must believe that driving competency cannot compensate for speed that is excessive for prevailing conditions. Instruction shall include methods for calibrating safe following distances under an array of conditions including traffic, weather and CMV weight and length.

Space Management

The purpose of this unit is to enable trainees to manage the space required for safe vehicle operation. Emphasis must be placed upon maintaining appropriate space surrounding the vehicle under various traffic and road conditions.

Night Operation

Trainees will learn how to operate a CMV safely at night. Heightened emphasis must be placed upon the factors affecting the safe operation of CMVs at night and in darkness driving. Night driving presents specific factors that require special attention on the part of the driver. Trainees shall be instructed in special requirements for vehicle safety inspection, vision, communications, speed, and space management and proper use of lights as needed to deal with the special problems night driving presents.

Extreme Driving Conditions

This unit must provide instruction addressing the driving of CMVs under extreme driving conditions. Emphasis must be placed upon the factors affecting the operation of CMVs in cold, hot, and inclement weather and on steep grades and sharp curves. Changes in basic driving habits are needed to deal with the specific problems presented by these extreme driving conditions. Trainees will also learn proper tire chaining procedures in this unit.

**ADVANCED OPERATING PRACTICES**

The units in this section must introduce higher-level skills that can be acquired only after the more fundamental skills and knowledge taught in the prior two sections have been mastered. Qualified driver-instructors must teach the perceptual skills necessary to recognize potential hazards and must demonstrate the procedures needed to handle a CMV when faced with a hazard.

Hazard Perception

The purpose of this unit is to enable trainees to recognize potential dangers in the driving environment and to take appropriate defensive action(s) before the dangers develop into emergency situations. The unit must provide instruction addressing the principles of recognizing hazards in sufficient time to reduce the severity of the hazard and neutralize possible emergency situations. Trainees must identify road conditions and other road users that are a potential threat to the safety of the combination vehicle and suggest appropriate adjustments. Emphasis must be placed upon hazard recognition, visual search, adequate surveillance, and response to possible emergency-producing situations encountered by CMV drivers in various traffic situations. Included in this unit should be an extensive overview of driver distraction issues, including improper cell phone use, texting, and use of in-cab technology.

Emergency Maneuvers/Skid Avoidance

The purpose of this unit is to enable trainees to carry out appropriate responses when faced with CMV emergencies. These must include evasive steering, emergency braking, off-road recovery, brake failures, tire blowouts, hydroplaning, skidding, jackknifing, and the rollover phenomenon. The discussion must include a review of unsafe acts and the role they play in producing hazardous situations.

Skid Control and Recovery

The purpose of this unit is to teach the causes of skidding and jackknifing and techniques for avoiding and recovering from them. The trainee must be able to maintain directional control and bring the CMV to a stop in the shortest possible distance while operating over a slippery surface.

Railroad Crossings

Trainees will learn to recognize potential dangers and appropriate safety procedures to utilize at railroad (RR) grade crossings. This instruction will include an overview of various State RR grade crossing regulations, railroad crossing environment, obstructed view, clearance around the tracks, and knowledge of rail signs and signals. Trainees will also learn to recognize potential dangers and the appropriate safety procedures to utilize at construction/work zones.

**VEHICLE SYSTEMS AND REPORTING MALFUNCTIONS**

This section is intended to provide entry-level CDL trainees with sufficient knowledge of the combination vehicle and its systems and subsystems to ensure that they understand and respect their role in vehicle inspection, operation, and maintenance and the impact of those factors upon highway safety and operational efficiency.

Identification and Diagnosis of Malfunctions, Including Out-of-Service (OOS) Violations

The purpose of this unit is to teach trainees to identify major combination vehicle systems. The goal is to explain their function and how to check all key vehicle systems, e.g., engine, engine exhaust auxiliary systems, brakes, drive train, coupling systems, and suspension. The trainee will be provided with a detailed description of each system, its importance to safe and efficient operation, and what is needed to keep the system in good operating condition. The trainee will further learn what vehicle and driver violations are classified as OOS violations in the North American Standard OOS Criteria Handbook, including the ramifications/penalties for “jumping” an OOS order.

Maintenance

The purpose of this unit is to introduce trainees to the basic servicing and checking procedures for various engine and vehicle components and to help develop their ability to perform preventive maintenance and simple emergency repairs.

**NON-VEHICLE ACTIVITIES**

The units in this section are designed to prepare entry-level CDL trainees to handle those responsibilities of a combination vehicle driver that do not involve operating the CMV. The units in this section must ensure these activities are performed in a manner that ensures the safety of the driver, vehicle, cargo, and other road users.

Handling and Documenting Cargo

The purpose of this unit is to enable trainees to understand the basic theory of cargo weight distribution, cargo securement on the vehicle, cargo covering, and techniques for safe and efficient loading/unloading in the classroom followed by practical demonstration and practice. The trainee will learn basic cargo security/cargo theft training procedures in this unit. Basic information regarding the proper handling and documentation of HM cargo will also be covered in this unit.

Environmental Compliance Issues

The trainee will learn to recognize environmental hazards and issues related to the CMV and load, and be made aware that there may be city, county, state/provincial, and federal requirements applicable to such circumstances.

Hours of Service (HOS) Requirements

The purpose of this unit is to enable trainees to understand that there are different HOS requirements applicable to different industries. The trainee will learn HOS regulatory requirements applicable to the trainee. The trainee will develop the ability to complete a Driver’s Daily Log and logbook recap or other applicable system for recording HOS. The trainee will learn the consequences of violating the HOS regulations (safety, legal, and personal) including the fines and penalties for these types of violations.

Fatigue and Wellness Awareness

The issues and consequences of chronic and acute driver fatigue and the importance of staying alert will be covered in this unit. The trainee will also learn regulatory requirements regarding driver wellness and basic health maintenance as they affect a driver’s ability to safely operate a CMV. This unit should address personal issues such as diet, exercise, personal hygiene, stress, and lifestyle changes. When providing instruction regarding HOS requirements, trainees shall be instructed in the extreme safety risks associated with fatigued driving. Additional resources are available to support this instruction through the North American Fatigue Management Program (NAFMP) at http://www.nafmp.org.en/.

Accident Procedures

The purpose of this unit is to teach trainees how to follow safe and legal procedures at a crash scene. The trainee will be instructed that when they may be involved in an accident and not seriously hurt, they need to act to prevent further damage or injury. This training would include the basic steps to be followed at an accident scene including: 1) protecting the area; notifying authorities; and 3) caring for the injured.

Post-Crash Procedures

Including “Post-Accident Procedure” training *early in the driver-training curriculum* may enhance the impact of subsequent training and have a positive influence in reducing new-entrant driver crashes.  Accordingly, trainees shall learn appropriate post-crash procedures, including the requirement that the driver, if possible, assess his/her physical condition immediately after the crash and notify authorities, or assign the task to other individuals at the crash scene.  Also, trainees shall be given instruction in obtaining emergency necessary medical assistance; moving on-road vehicles off the road in minor crashes so as to avoid subsequent crashes or injuries; engaging flashers, triangles, etc.; responsibilities for assisting injured parties and Good Samaritan Laws; driver legal obligations and rights, including rights and responsibilities for engaging with law enforcement personnel; and the importance of learning company policy on post-accident procedures.  Trainees may also receive instruction in the value and techniques of photographing the scene; obtaining witness information, skid measurements; and assessing signage, road, and weather conditions.

External Communications

Trainees should be taught the value of effective interpersonal communication techniques/skills to interact with enforcement officials. Trainees shall be taught the specifics of the roadside vehicle inspection process, and what to expect during this activity. Trainees who are not native English speakers shall be instructed in FMCSA English language proficiency requirements and consequences for violations. Trainee will also learn the basics and implications of FMCSA’s Compliance, Safety, Accountability (CSA) system.

Whistleblower/Coercion

The right of an employee to question the safety practices of an employer without incurring the risk of losing a job or being subject to reprisals simply for stating a safety concern is included in this unit. The trainee will become familiar with the whistleblower protection regulations in 29 CFR part 1978. This unit would include instruction in procedures for drivers/students to report incidents of coercion from motor carriers, shippers, receivers, or transportation intermediaries to FMCSA.

Trip Planning

This unit must address the importance of and requirements for planning routes and trips. This instruction must address the importance of planning the safest route, including planning for rest stops, heavy traffic areas, rail‑highway grade crossing safe clearance (i.e., “high center”), and the importance of Federal and State requirements on the need for permits, and vehicle size and weight limitations. Trainee will be instructed in the correct identification of restricted routes, demonstrating and made aware of the pros and cons of Global Positioning System (GPS)/trip routing software, and the importance of selecting fuel-efficient routes.

Drugs/Alcohol

In this unit, trainees will learn that there are a variety of rules applicable to drugs and alcohol training and shall receive the training required by the drug and alcohol regulations that apply to them, including consequences for engaging in substance use-related conduct. The importance of avoiding use of drugs/alcohol in violation of applicable regulations must be covered in this unit.

Medical Requirements

In this unit, trainees will learn the Federal rules on medical certification, medical examination procedures, general qualifications, responsibilities, and disqualifications based on various offenses, orders, and loss of driving privileges (49 CFR part 391, subparts B and E).

***VEHICLE MANEUVERS/SKILLS/RANGE***

The activities of this unit must consist of driving exercises that provide practice for the development of basic control skills and mastery of basic maneuvers as covered in the American Association of Motor Vehicle Administrators (AAMVA) manual (i.e., Parts 383.111 and 383.113 of the FMCSRs), to operate the vehicle safely . Nearly all activity in this unit will take place on the driving range or on the streets, roads or lots that have low-density traffic conditions.

Vehicle Inspection Pre-Trip/En-route/Post-Trip

Trainees shall learn and demonstrate proper techniques for performing pre-trip, en-route, and post-trip inspections making accurate notes of actual and suspected component abnormalities or malfunctions using a Driver Vehicle Inspection Report (DVIR) in accordance with the FMCSRs.

Straight Line Backing

Trainees shall learn and demonstrate proper techniques for performing various straight line backing maneuvers with appropriate criteria/acceptable tolerances.

Alley Dock Backing (45/90 Degree)

Trainees shall learn and demonstrate proper techniques for performing 45/90 degree alley dock maneuvers, to appropriate criteria/acceptable tolerances.

Off-set Backing

Trainees shall learn and demonstrate proper techniques for performing off-set backing maneuvers to appropriate criteria/acceptable tolerances.

Parallel Parking Blind Side

Trainees shall learn and demonstrate proper techniques for performing parallel parking blind side positions/maneuvers to appropriate criteria/acceptable tolerances.

Parallel Parking Sight Side

Trainees shall learn and demonstrate proper techniques for performing sight side parallel parking maneuvers with appropriate criteria/acceptable tolerances.

Coupling and Uncoupling

Trainees shall learn and demonstrate proper techniques for coupling, inspecting and uncoupling combination vehicle units, in accordance with safety requirements and approved practices.

**ROAD**

The trainer must engage in active two-way communication with the trainee during all active training sessions and evaluate the driving competence of the trainee during all behind-the-wheel (BTW) training.

Vehicle Controls including: Left Turn, Right Turns, Lane Changes, Curves at Highway Speeds

Trainees shall learn and demonstrate proper techniques for initiating vehicle movement, executing left and right turns, changing lanes, navigating curves at speed, and stopping the vehicle in a controlled manner.

Shifting/Transmission

Trainees shall learn and demonstrate proper techniques for performing safe and fuel-efficient shifting techniques, and making any necessary adjustments in the process.

Communications/Signaling

Trainees shall learn and demonstrate proper techniques for using correct procedures to signal intentions and effectively communicate with other drivers.

Hazard Perception\* (partial demonstration)

Trainees shall learn to recognize potential dangers in the driving environment and to take appropriate defensive action(s) before the dangers develop into emergency situations. The unit must provide instruction addressing the principles of recognizing hazards in sufficient time to reduce the severity of the hazard and neutralize possible emergency situations. Trainees must identify road conditions and other road users that are a potential threat to the safety of the combination vehicle and suggest appropriate adjustments.

Railroad (RR) Crossing\* (demonstration where railroad crossing is available, simulated otherwise)

Trainees shall learn to recognize potential dangers and appropriate safety procedures to utilize at RR grade crossings, and shall demonstrate such techniques when RR crossings are reasonably available.

Night Operation \*

Trainees shall learn how to operate a CMV safely at night. Heightened emphasis must be placed upon the factors affecting the operation of CMVs at night. Trainees shall learn that night driving presents specific circumstances that require heightened attention on the part of the driver. Trainees shall be taught special requirements for in-vehicle safety inspection, night vision, communications, speed, and space management, and proper use of lights as needed to prepare the trainee to deal with the special problems night driving presents. Though not required in all cases, training providers are strongly encouraged to offer trainees night-driving instruction and experience where feasible.

Extreme Driving Conditions \*

Trainees shall be instructed in the special risks created by, and the heightened precautions required by, the driving of CMVs under extreme driving conditions, such as heavy rain, high wind, high heat, high grades, snow and ice. Emphasis shall be placed upon the factors affecting the operation of CMVs in cold, hot, and inclement weather and on steep grades and sharp curves. Trainees shall learn that changes in basic driving habits are needed to deal with the specific problems presented by these extreme driving conditions.

Emergency Maneuvers/Skid Avoidance \*

Trainees shall learn proper techniques such as evasive steering and emergency braking for preventing or dealing with such as brake failures, tire blowouts, hydroplaning, skidding, jackknifing, and the rollover phenomenon.

Skid Control and Recovery \*

Trainees shall learn the causes of skidding and jackknifing and techniques for avoiding and recovering from them. Trainees shall be taught to maintain directional control and bring the CMV to a stop in the shortest possible distance while operating over a slippery surface.

Visual Search

Trainee shall learn and demonstrate proper techniques for visually searching the road for potential hazards and critical objects.

Speed and Space Management

Trainee shall learn and demonstrate proper habits and techniques for adjusting and maintaining vehicle speed, taking into consideration various factors such as traffic and road conditions. Trainees shall practice maintaining proper speed to maintain proper spacing between the trainee’s CMV and other vehicles. Instruction shall include methods for calibrating safe following distances under an array of conditions including traffic, weather, and CMV weight and length.

Safe Driver Behavior

In general, while driving, trainees shall learn and demonstrate safe driver behavior during their operation of the CMV.

Hours of Service (HOS)

Trainees shall learn the basic concepts and HOS requirements applicable to the trainee; and shall practice completing a Driver’s Daily Log, timesheet, and logbook recap as appropriate.

\*Indicates concepts that are discussed during road training or simulated but not necessarily performed.

**CLASS B CDL CORE CURRICULUM**

**THEORY**

**BASIC OPERATION**

The units in this section must cover the interaction between the trainee and the commercial motor vehicle (CMV). The trainee will receive instruction in the Federal Motor Carrier Safety Regulations (FMCSRs) and will be introduced to the basic CMV instruments and controls. The trainee will also receive instruction in understanding the weight limits for different vehicle classes (i.e., Class B CDL versus Class A CDL) that would make a trainee aware of potential license upgrade requirements. The units in this section must also teach entry-level CDL trainees how to properly perform vehicle inspections, control the motion of CMVs under various road and traffic conditions, shifting and backing techniques, and how to properly couple and uncouple CMVs. During the off-street driving exercises required by this section, entry-level CDL trainees must first familiarize themselves with the basic operating characteristics of a CMV. Then, trainees must be able to perform the skills in each unit to a level of competency required to permit safe transition to on‑street driving.

Orientation

This unit must introduce trainees to the driver training curriculum and the components of a CMV. The trainee will learn the safety fundamentals, essential regulatory requirements (i.e., overview of FMCSRs/hazardous materials (HM) regulations), and trainee responsibilities not directly related to driving. This unit must also cover the ramifications and driver disqualification provisions and fines for non-compliance with the various sections of the FMCSRs including Parts 380, 382, 383, 387, and 390-399. This unit must also include an overview of the applicability of State and local laws relating to the safe operation of the CMV, stopping at weigh stations/scales, hazard awareness of vehicle size and weight limitations, low clearance areas (e.g., CMV height restrictions), and bridge formulas.

Control Systems/Dashboard

This unit must introduce trainees to vehicle instruments and controls. The trainee will learn to read gauges and instruments correctly and learn proper use of vehicle safety components, including safety belts and mirrors. The trainee will also learn to identify, locate, and explain the function of each of the primary and secondary controls including those required for steering, accelerating, shifting, braking, and parking.

Pre and Post-Trip Inspections

This unit must stress to trainees the importance of vehicle inspections and help them develop the skills necessary for conducting pre-trip, en-route, and post trip inspections. This unit would include instruction in a driver’s personal awareness of their surroundings, including at rest areas and/or truck stops, and at shipper/receiver locations.

Basic Control

This unit must introduce basic vehicular control and handling. This must include instruction addressing basic CMV controls in areas such as executing sharp left and right turns, centering the vehicle, and maneuvering in restricted areas.

Shifting/Operating Transmissions

This unit must introduce shifting patterns and procedures to the trainees so that they can safely and competently perform basic shifting maneuvers. This must include training each trainee to execute up and down shifting techniques on multi-speed dual range transmissions if appropriate. The importance of increased fuel economy utilizing proper shifting techniques should also be covered with the trainee in this unit.

Backing and Docking

This unit must prepare trainees to back and dock the CMV safely. This unit must cover “Get Out and Look” (GOAL), evaluation of backing/loading facilities, knowledge of backing set ups, as well as instruction in how to back with use of spotters.

Coupling and Uncoupling

This unit must provide instruction for the trainee to develop the skills necessary to conduct the procedures for safe coupling and uncoupling of Class B CDL vehicles, and vehicles pulled behind a Class B vehicle, including the proper use of a pintle hook connector.

**SAFE OPERATING PROCEDURES**

The units in this section teach the practices required for safe operation of the CMV on the highway. Entry-level CDL trainees must be taught how to apply their basic operating skills in a way that ensures their safety and that of other road users under various road, weather, and traffic conditions.

Visual Search

The purpose of this unit is to enable trainees to visually search the road for potential hazards and critical objects, including instruction on recognizing distracted pedestrians/distracted drivers. This unit would include instruction in a trainee’s personal security/general awareness of their surroundings, including at truck stops, and at shipper/receiver locations.

Vehicle Communications

The purpose of this unit is to enable trainees to communicate their intentions to other road users (e.g., proper signaling). Trainees will learn techniques for different types of communication on the road, including proper use of headlights, turn signals, four-way flashers, and horn. Instruction in proper utilization of eye contact techniques with other drivers and pedestrians will be covered in this unit.

Speed Management

The purpose of this unit is to enable trainees to manage speed effectively in response to various road, weather, and traffic conditions. The trainee must believe that driving competency cannot compensate for speed that is excessive for prevailing conditions. Instruction shall include methods for calibrating safe following distances under an array of conditions including traffic, weather, and CMV weight and length.

Space Management

The purpose of this unit is to enable trainees to manage the space required for safe vehicle operation. Emphasis must be placed upon maintaining appropriate space surrounding the vehicle under various traffic and road conditions.

Night Operation

Trainees will learn how to operate a CMV safely at night. Heightened emphasis must be placed upon the factors affecting the safe operation of CMVs at night and in darkness driving. Night driving presents specific factors that require special attention on the part of the driver. Trainees shall be instructed in special requirements for vehicle safety inspection, vision, communications, speed, and space management and proper use of lights as needed to deal with the special problems night driving presents.

Extreme Driving Conditions

This unit must provide instruction addressing the driving of CMVs under extreme driving conditions. Emphasis must be placed upon the factors affecting the operation of CMVs in cold, hot, and inclement weather and on steep grades and sharp curves. Changes in basic driving habits are needed to deal with the specific problems presented by these extreme driving conditions. Trainees will also learn proper tire chaining procedures in this unit.

**ADVANCED OPERATING PRACTICES**

The units in this section must introduce higher-level skills that can be acquired only after the more fundamental skills and knowledge taught in the prior two sections have been mastered. Qualified driver-instructors must teach the perceptual skills necessary to recognize potential hazards and must demonstrate the procedures needed to handle a CMV when faced with a hazard.

Hazard Perception

The purpose of this unit is to enable trainees to recognize potential dangers in the driving environment and to take appropriate defensive action(s) before the dangers develop into emergency situations. The unit must provide instruction addressing the principles of recognizing hazards in sufficient time to reduce the severity of the hazard and neutralize possible emergency situations. Trainees must identify road conditions and other road users that are a potential threat to the safety of the CMV and suggest appropriate adjustments. Emphasis must be placed upon hazard recognition, visual search, adequate surveillance, and response to possible emergency-producing situations encountered by CMV drivers in various traffic situations. Included in this unit should be an extensive overview of driver distraction issues, including improper cell phone use, texting, and use of in-cab technology.

Emergency Maneuvers/Skid Avoidance

The purpose of this unit is to enable trainees to carry out appropriate responses when faced with CMV emergencies. These must include evasive steering, emergency braking, off-road recovery, brake failures, tire blowouts, hydroplaning, skidding, and the rollover phenomenon. The discussion must include a review of unsafe acts and the role they play in producing hazardous situations.

Skid Control and Recovery

The purpose of this unit is to teach the causes of skidding and techniques for avoiding and recovering from them. The trainee must be able to maintain directional control and bring the CMV to a stop in the shortest possible distance while operating over a slippery surface.

Railroad Crossings

Trainees will learn to recognize potential dangers and appropriate safety procedures to utilize at railroad (RR) grade crossings. This instruction will include an overview of various State RR grade crossing regulations, railroad crossing environment, obstructed view, clearance around the tracks, and knowledge of rail signs and signals. Trainees will also learn to recognize potential dangers and the appropriate safety procedures to utilize at construction/work zones.

**VEHICLE SYSTEMS AND REPORTING MALFUNCTIONS**

This section is intended to provide entry-level CDL trainees with sufficient knowledge of the CMV and its systems and subsystems to ensure that they understand and respect their role in vehicle inspection, operation, and maintenance and the impact of those factors upon highway safety and operational efficiency.

Identification and Diagnosis of Malfunctions, Including Out-of-Service (OOS) Violations

The purpose of this unit is to teach trainees to identify major CMV systems. The goal is to explain their function and how to check all key vehicle systems, e.g., engine, engine exhaust auxiliary systems, brakes, drive train, and coupling systems. The trainee will be provided with a detailed description of each system, its importance to safe and efficient operation, and what is needed to keep the system in good operating condition. The trainee will further learn what vehicle and driver violations are classified as OOS violations in the North American Standard OOS Criteria Handbook, including the ramifications/penalties for “jumping” an OOS order.

Maintenance

The purpose of this unit is to introduce trainees to the basic servicing and checking procedures for various engine and vehicle components and to help develop their ability to perform preventive maintenance and simple emergency repairs.

**NON-VEHICLE ACTIVITIES**

The units in this section are designed to prepare entry-level CDL trainees to handle those responsibilities of a CMV driver that do not involve operating the vehicle. The units in this section must ensure these activities are performed in a manner that ensures the safety of the driver, vehicle, cargo, and other road users.

Handling and Documenting Cargo

The purpose of this unit is to enable trainees to understand the basic theory of cargo weight distribution, cargo securement on the vehicle, cargo covering, and techniques for safe and efficient loading/unloading in the classroom followed by practical demonstration and practice. The trainee will learn basic cargo security/cargo theft training procedures in this unit. Basic information regarding the proper handling and documentation of HM cargo will also be covered in this unit.

Environmental Compliance Issues

The trainee will learn to recognize environmental hazards and issues related to the CMV and load, and be made aware that there may be city, county, state/provincial, and federal requirements applicable to such circumstances.

Hours of Service (HOS) Requirements

The purpose of this unit is to enable trainees to understand that there are different HOS requirements applicable to different industries. The trainee will learn HOS regulatory requirements applicable to the trainee. The trainee will develop the ability to complete a Driver’s Daily Log and logbook recap or other applicable system for recording HOS. The trainee will learn the consequences of violating the HOS regulations (safety, legal, and personal) including the fines and penalties for these types of violations.

Fatigue and Wellness Awareness

The issues and consequences of chronic and acute driver fatigue and the importance of staying alert will be covered in this unit. The trainee will also learn regulatory requirements regarding driver wellness and basic health maintenance as they affect a driver’s ability to safely operate a CMV. This unit should address personal issues such as fatigue, diet, exercise, personal hygiene, stress, personal finances and lifestyle changes. When providing instruction regarding HOS requirements, trainees shall be instructed in the extreme safety risks associated with fatigued driving. Additional resources are available to support this instruction through the North American Fatigue Management Program (NAFMP) at http://www.nafmp.org.en/.

Accident Procedures

The purpose of this unit is to teach trainees how to follow safe and legal procedures at a crash scene. The trainee will be instructed that when they may be involved in an accident and not seriously hurt, they need to act to prevent further damage or injury. This training would include the basic steps to be followed at an accident scene including: 1) protecting the area; notifying authorities; and 3) caring for the injured.

Post-Crash Procedures

Including “Post-Accident Procedure” training *early in the driver-training curriculum* may enhance the impact of subsequent training and have a positive influence in reducing new-entrant driver crashes.  Accordingly, trainees shall learn appropriate post-crash procedures, including the requirement that the driver, if possible, assess his/her physical condition immediately after the crash and notify authorities, or assign the task to other individuals at the crash scene.  Also, trainees shall be given instruction in obtaining emergency necessary medical assistance; moving on-road vehicles off the road in minor crashes so as to avoid subsequent crashes or injuries; engaging flashers, triangles, etc.; responsibilities for assisting injured parties and Good Samaritan Laws; driver legal obligations and rights, including rights and responsibilities for engaging with law enforcement personnel; and the importance of learning company policy on post-accident procedures.  Trainees may also receive instruction in the value and techniques of photographing the scene; obtaining witness information, skid measurements; and assessing signage, road, and weather conditions.

External Communications

Trainees should be taught the value of effective interpersonal communication techniques and interpersonal skills when interacting with enforcement officials. Trainees shall be taught the specifics of the roadside vehicle inspection process, and what to expect during this activity. Trainees who are not native English speakers shall be instructed in FMCSA English language proficiency requirements and consequences for violations. Trainee will also learn the basics and implications of FMCSA’s Compliance, Safety, Accountability (CSA) system.

Whistleblower/Coercion

The right of an employee to question the safety practices of an employer without incurring the risk of losing a job or being subject to reprisals simply for stating a safety concern is included in this unit. The trainee will become familiar with the whistleblower protection regulations in 29 CFR part 1978. This unit would include instruction in procedures for drivers/students to report incidents of coercion from motor carriers, shippers, receivers, or transportation intermediaries to FMCSA.

Trip Planning

This unit must address the importance of and requirements for planning routes and trips. This instruction must address the importance of planning the safest route, including planning for rest stops, heavy traffic areas, rail‑highway grade crossing safe clearance (i.e., “high center”), and the importance of Federal and State requirements on the need for permits, and vehicle size and weight limitations. Trainee will be instructed in the correct identification of restricted routes, demonstrating and made aware of the pros and cons of Global Positioning System (GPS)/trip routing software, and the importance of selecting fuel-efficient routes.

Drugs/Alcohol

In this unit, trainees will learn that there are a variety of rules applicable to drugs and alcohol training and shall receive the training required by the drug and alcohol regulations that apply to them, including consequences for engaging in substance use-related conduct. The importance of avoiding use of drugs/alcohol in violation of applicable regulations must be covered in this unit.

Medical Requirements

In this unit, trainees will learn the Federal rules on medical certification, medical examination procedures, general qualifications, responsibilities, and disqualifications based on various offenses, orders, and loss of driving privileges (49 CFR part 391, subparts B and E).

***VEHICLE MANEUVERS/SKILLS/RANGE***

The activities of this unit must consist of driving exercises that provide practice for the development of basic control skills and mastery of basic maneuvers as covered in the American Association of Motor Vehicle Administrators (AAMVA) manual (i.e., Parts 383.111 and 383.113 of the FMCSRs), to operate the vehicle safely . Nearly all activity in this unit will take place on the driving range or on the streets or roads that have low-density traffic conditions.

Vehicle Inspection Pre-Trip/En-route/Post-Trip

Trainees shall learn and demonstrate proper techniques for performing pre-trip, en-route, and post-trip inspections making accurate notes of actual and suspected component abnormalities or malfunctions using a Driver Vehicle Inspection Report (DVIR) in accordance with the FMCSRs.

Straight Line Backing

Trainees shall learn and demonstrate proper techniques for performing various straight line backing maneuvers with appropriate criteria/acceptable tolerances.

Alley Dock Backing (45/90 Degree)

Trainees shall learn and demonstrate proper techniques for performing 45/90 degree alley dock maneuvers, to appropriate criteria/acceptable tolerances.

Off-set Backing

Trainees shall learn and demonstrate proper techniques for performing off-set backing maneuvers to appropriate criteria/acceptable tolerances.

Parallel Parking Blind Side

Trainees shall learn and demonstrate proper techniques for performing parallel parking blind side positions/maneuvers to appropriate criteria/acceptable tolerances.

Parallel Parking Sight Side

Trainees shall learn and demonstrate proper techniques for performing sight side parallel parking maneuvers with appropriate criteria/acceptable tolerances.

Coupling and Uncoupling

Trainees shall learn and demonstrate proper techniques for coupling, inspecting and uncoupling CMV units, in accordance with safety requirements and approved practices.

**ROAD**

The trainer must engage in active two-way communication with the trainee during all active training sessions and evaluate the driving competence of the trainee during all behind-the-wheel (BTW) training.

Vehicle Controls including: Left Turn, Right Turns, Lane Changes, Curves at Highway Speeds

Trainees shall learn and demonstrate proper techniques for initiating vehicle movement, executing left and right turns, changing lanes, navigating curves at speed, and stopping the vehicle in a controlled manner.

Shifting/Transmission

Trainees shall learn and demonstrate proper techniques for performing safe and fuel-efficient shifting techniques, and making any necessary adjustments in the process.

Communications/Signaling

Trainees shall learn and demonstrate proper techniques for using correct procedures to signal intentions and effectively communicate with other drivers.

Hazard Perception\* (partial demonstration)

Trainees shall learn to recognize potential dangers in the driving environment and to take appropriate defensive action(s) before the dangers develop into emergency situations. The unit must provide instruction addressing the principles of recognizing hazards in sufficient time to reduce the severity of the hazard and neutralize possible emergency situations. Trainees must identify road conditions and other road users that are a potential threat to the safety of the CMV and suggest appropriate adjustments.

Railroad (RR) Crossing\* (demonstration where railroad crossing is available, simulated otherwise)

Trainees shall learn to recognize potential dangers and appropriate safety procedures to utilize at railroad (RR) grade crossings, and shall demonstrate such techniques when RR crossings are reasonably available.

Night Operation \*

Trainees shall learn how to operate a CMV safely at night. Emphasis must be placed upon the factors affecting operation of CMVs at night. Trainees shall learn that night driving presents specific factors that require special attention on the part of the driver. Trainees shall be taught special requirements for in-vehicle safety inspection, vision, communications, speed, and space management are needed to deal with the special problems night driving presents. Though not required in all cases, training providers are strongly encouraged to offer trainees night-driving instruction and experience where feasible.

Extreme Driving Conditions \*

Trainees shall be instructed in the special risks created by, and the heightened precautions required by, the driving of CMVs under extreme driving conditions, such as heavy rain, high wind, high heat, high grades, snow and ice. Emphasis shall be placed upon the factors affecting the operation of CMVs in cold, hot, and inclement weather and on steep grades and sharp curves. Trainees shall learn that changes in basic driving habits are needed to deal with the specific problems presented by these extreme driving conditions.

Emergency Maneuvers/Skid Avoidance \*

Trainees shall learn proper techniques such as evasive steering and emergency braking for preventing or dealing with such as brake failures, tire blowouts, hydroplaning, skidding, and the rollover phenomenon.

Skid Control and Recovery \*

Trainees shall learn the causes of skidding and jackknifing and techniques for avoiding and recovering from them. Trainees shall be taught to maintain directional control and bring the CMV to a stop in the shortest possible distance while operating over a slippery surface.

Visual Search

Trainee shall learn and demonstrate proper techniques for visually searching the road for potential hazards and critical objects.

Speed and Space Management

Trainees shall learn and demonstrate proper habits and techniques for adjusting and maintaining vehicle speed, taking into consideration various factors such as traffic and road conditions. Trainees shall practice maintaining proper speed to maintain proper spacing between the trainee’s CMV from other vehicles. Instruction shall include methods for calibrating safe following distances under an array of conditions including traffic, weather, and CMV weight and length.

Safe Driver Behavior

In general, while driving, trainees shall learn and demonstrate safe driver behavior during their operation of the CMV.

Hours of Service (HOS)

Trainees shall learn the basic concepts and HOS requirements applicable to the trainee; and shall practice completing a Driver’s Daily Log, timesheet, and logbook recap as appropriate.

\*Indicates concepts that are discussed during road training or simulated but not necessarily performed.

**Annex 2**

**PASSENGER “P” BUS ENTRY-LEVEL DRIVER TRAINING (ELDT) MODULE**

**POST-CRASH PROCEDURES (Theory):**

Evidence suggests[[3]](#footnote-3) that including “Post-Accident Procedure” training *early in the driver-training curriculum* may enhance the impact of subsequent training and have a positive influence in reducing new-entrant driver crashes.  Accordingly, trainees shall learn appropriate post-crash procedures, including the requirement that the driver, if possible, assess his/her physical condition immediately after the crash and notify authorities, or assign the task to a passenger or other individuals at the crash scene.  Also, trainees shall be given instruction in obtaining necessary emergency medical assistance; moving on-road vehicles off the road in minor crashes so as to avoid subsequent crashes or injuries; engaging flashers, triangles, etc.; responsibilities for assisting injured parties and Good Samaritan Laws; driver legal obligations and rights, including rights and responsibilities for engaging with law enforcement personnel; and the importance of learning company policy on post-accident procedures.  Trainees may also receive instruction in the value and techniques of photographing the scene; obtaining witness information, skid measurements; and assessing signage, road, and weather conditions.

**OTHER EMERGENCY PROCEDURES (Theory)**

Driver trainees shall receive instruction in managing security breaches, on-board fires, medical emergencies, and emergency stopping procedures including the deployment of various emergency hazard signals (49 CFR Part 392.22). Instruction shall also include procedures for dealing with mechanical breakdowns and vehicle defects while en-route.

**VEHICLE ORIENTATION (Theory and BTW)**

Training providers shall familiarize driver trainees with basic bus physical and operational characteristics including overall height, length, width, ground clearances, rear overhang, GVW & GVWR, axle weights, tire ratings, mirrors, steer wheels, lighting, windshield, windshield wipers, engine compartments, basic electric system, and spare tire storage. Additionally, driver trainees shall receive instruction in techniques for proper seat and mirror adjustments.

**PRE-TRIP, ENROUTE, AND POST-TRIP INSPECTION (Theory and BTW)**

This unit shall both underscore the importance of pre-trip, **enroute,** and post-trip inspections; and, provide instruction in techniques for conducting such inspections of buses and key components, including, but not limited to:

* Bus mechanical condition.
* Brakes.
* Tires (including tire pressure)
* Emergency exits.
* Emergency Equipment.
* Bus interiors (including passenger seats as applicable),
* Restrooms and associated environmental requirements
* Temperature controls (for maintaining passenger comfort).
* Driver and passenger seat belts (as applicable),
* Mirrors.

Additionally, driver trainees shall receive instruction in procedures, as applicable, in security-related inspections, including inspections for unusual wires or other abnormal visible materials, interior and exterior luggage compartments, packages or luggage left behind, and signs of tampering.

Driver trainees shall receive instruction in cycling accessible lifts and procedures for inspecting them for functionality and defects.

**FUELING (Theory)**

Driver trainees shall receive instruction emphasizing the significance of avoiding refueling a bus while passengers are onboard, and the imperative of avoiding refueling in an enclosed space.

**IDLING (Theory)**

Most states and local jurisdictions impose commercial motor vehicle idling limits, generally to reduce emissions. Idling limits can vary significantly for passenger carriers with considerations for ambient temperature, safety of passengers, traffic conditions, etc. Driver trainees shall receive instruction regarding the importance and value of compliance; including the adverse health effects and penalties, fuel savings, and sources for jurisdictional compliance information.

**BAGGAGE and/or CARGO MANAGEMENT (Theory and BTW)**

In this unit, driver trainees shall receive training on:

* Proper methods for handling passenger baggage and containers to avoid worker, passenger, and non-passenger related injuries and property damage.
* Procedures for visually inspecting baggage and containers for prohibited items such as hazardous materials as situations may be presented.
* Proper methods for handling and securing passenger baggage and containers, as applicable.
* Proper handling and securement of devices associated with ADA compliance including oxygen, wheeled mobility devices, and other associated apparatuses.
* Identifying prohibited and acceptable Class 1 (explosives), Hazardous Materials, articles other than Class 1 (explosive) materials, Division 6.1 (poisonous) or Division 2.3 (poisonous gas), Class 7 (radioactive) materials as specified in 49 CFR 177 Subpart E.

**PASSENGER SAFETY AWARENESS BRIEFING (Theory & BTW)**

Driver trainees shall receive instruction in methods providing passengers instruction of topics including: fastening seat belts, emergency exits, emergency phone contact information, fire extinguisher location, safely walking in the aisle when the bus is moving, and restroom emergency push button or switch.

**PASSENGER MANAGEMENT (Theory and BTW)**

In this unit, driver trainees shall receive instruction concerning:

* Proper procedures for safe loading and unloading of passengers prior to departure, including rules concerning standing passengers and the Standee Line. 49 CFR 392.62 .
* Procedures for dealing with disruptive passengers.

**ADA COMPLIANCE (Theory)**

Along with learning the proper operation of accessible equipment (lifts), driver trainees shall receive instruction regarding the applicable regulations and proper procedures for engaging persons with disabilities or special needs under the Americans with Disabilities Act (ADA). Training should not be limited to only covering passengers with mobility issues, and should include instruction engaging passengers with sight, hearing or cognitive impairment, and recognizing service animals. Driver trainees should receive sensitivity training and be familiar with applicable regulations (49 CFR 37(h)).

**HOURS OF SERVICE (Theory)**

Driver trainees shall receive instruction regarding hours-of-service regulations that apply to drivers for interstate passenger carriers, techniques for maintaining a logbook and operating electronic logging devices (ELDs) and the possible consequences of violations of such regulations. Entry-level drivers shall receive basic training in how to recognize the signs of fatigue, and basic fatigue countermeasures as a means to avoid crashes.

**DISTRACTED DRIVING (Theory)**

Driver trainees shall receive instruction regarding FMCSA regulations; which, specifically prohibit interstate truck and bus drivers from texting or using hand-held mobile phones while operating their vehicles; and shall be instructed in the serious consequences of violations, including heavy fines, impacts on a motor carrier’s and/or driver’s Safety Measurement System (SMS) results, and/or driver disqualification.

**RAILROAD CROSSINGS (Theory and BTW)**

This module shall instruct driver trainees in applicable regulations, techniques, and procedures appropriate to passenger buses for navigating railroad crossings.

**WEIGH STATION OBLIGATIONS**

Driver trainees shall receive instruction regarding weigh-station regulations that apply to buses and the fines applicable to drivers who unlawfully pass or avoid weigh stations.

**SECURITY AND CRIME (Theory)**

Driver trainees shall receive instruction in basic techniques in recognizing and minimizing risks from criminal activities.

**COMMERCIAL VEHICLE SAFETY ALLIANCE (CVSA) NORTH AMERICAN OUT-OF-SERVICE CRITERIA (Theory & Range)**

Driver trainees shall receive instructing in the applicable regulations for conducting CVSA Level I-VII inspections for buses, including the vehicle defects and driver conditions that can result in out-of-service orders, and consequences for violating out-of-service orders. Training should include providing driver trainees with a CVSA manual.

**PENALTIES AND FINES (Theory)**

Driver trainees shall receive instruction concerning the expected consequences of violations of driver-related regulations, including adverse Safety Management Scores for the company, adverse impacts on driver Pre-employment Screening Program record; financial penalties for driver and carrier; and possible loss of commercial motor vehicle driving privilege

**Annex 3**

**Proposed School Bus Endorsement Curriculum**

**THEORY**

**Danger Zones and Use of Mirrors**

This unit provides trainees information regarding the Danger Zones that exist around the school bus and the techniques to ensure the safety of those around the bus. These techniques include correct mirror adjustment and usage. The types of mirrors and their use are discussed as well as the requirements found in Federal Motor Vehicle Safety Standard (FMVSS) 111. Trainees are made aware of the dangers of “dart-outs.” Trainees are also instructed on the importance of training students how to keep out of the Danger Zone when around school buses and the techniques for doing so.

**Loading and Unloading**

This unit provides trainees with an overview of proper loading and unloading procedures in student transportation. Trainees are instructed on the state and local laws and procedures for loading and unloading as well as the required procedures for students waiting at a bus stop and crossing the roadway at a bus stop. Trainees are instructed on what to look for when approaching the bus stop as well as proper loading and unloading procedures during routes and at schools. Special dangers involved in loading and unloading are discussed, including procedures to ensure the Danger Zone is clear and that no student has been caught in the doorway prior to moving the vehicle. Instruction is also included on proper use of student loading and unloading lights, stop arms, crossing gates, and safe operation of the door during loading and unloading. Instruction is provided in the risks involved with leaving students unattended on a school bus as well as the proper techniques for checking the bus for sleeping children and lost items at the end of each route.

**Post-Accident Procedures**

In this unit, trainees receive instruction on proper procedures following a school bus accident. Training includes instruction on post-accident vehicle securement, notification procedures, tending to injured passengers, deciding whether or not to evacuate the bus, data gathering, and interaction with law enforcement officials.

**Emergency Exit and Evacuation**

In this unit, trainees receive instruction on their role in safely evacuating the bus in an emergency. Training includes proper methods and procedures, including those required by state and local regulation. The procedures for planning for emergencies in advance and for proper evacuation are covered. Trainees also receive instruction on how to train students to safely evacuate the bus, including students on field and activity trips who may not be familiar with the procedures.

**Railroad-Highway Grade Crossings**

In this unit, trainees are made aware of the dangers trains present and the importance of the school bus driver and students strictly following railroad crossing procedures. Instruction is given on the types of crossings, warning signs and devices, and state and local procedures and regulations for school buses when crossing railroad-highway grade crossings.

**ANNEX 4**

**HAZARDOUS MATERIALS (HM) ENTRY-LEVEL DRIVER TRAINING (ELDT) MODULE**

* **BASIC INDUCTORY HM REQUIREMENTS**

The trainee will learn the basic hazardous materials (HM) entry-level driver training (ELDT) competencies including applicability requirements and when HM is in transportation, and will be further trained in the HM communication requirements including: shipping paper requirements; marking; labeling; placarding; emergency response information; and shipper’s responsibilities. The Pipeline and Hazardous Materials Safety Administration (PHMSA) provides general awareness training covering these areas on the agency website at: http://www.phmsa.dot.gov/staticfiles/PHMSA/Hazmat/digipak/.

**OPERATIONAL HM REQUIREMENTS**

The trainee will learn the basic competencies for when HM are in transportation (i.e., vehicle operation).

**Reporting HM Accidents and Releases**

The trainee will learn the proper procedures and contacts for the immediate notice of certain HM incidents, including instruction in the proper completion and submission of HM Incident Reports.

**Tunnels and Railroad (RR) Crossing Requirements**

The trainee will learn the proper operation of an HM vehicle, at RR grade crossings and in vehicular tunnels.

**Loading and Unloading HM**

The trainee will learn the proper loading and unloading procedures for cargo tanks and portable tanks with a capacity of 1,000 gallons or more. The trainee will also be trained in the requirements for proper segregation and securement of HM, and the prohibition on transporting certain solid and liquid poisons with foodstuffs.

**HM on Passenger Vehicles**

The trainee will learn the various requirements for vehicles transporting passengers and property, and the types and quantities of HM that can and cannot be transported in these vehicles/situations.

**Cargo Tanks**

The trainee will learn the specialized requirements for transportation of cargo tanks, intermediate bulk containers, bulk cylinders and portable tanks. The unit will include training in the operation of emergency control features; special vehicle handling characteristics, rollover prevention, and the properties and hazards of the HMs transported.

Regarding rollover prevention training, the trainee will learn methods to reduce cargo tank rollovers including, but not limited to, vehicle design and performance, load effects, highway factors and driver factors. A training aid for commercial drivers of cargo tank motor vehicles transporting HM created jointly by the Federal Motor Carrier Safety Administration (FMCSA), PHMSA and industry partners is available at the following website: http://www.fmcsa.dot.gov/rolloverprevention and meets this section’s requirements.

**Operating Emergency Equipment**

The trainee will learn the applicable requirements of 49 CFR Parts 390-397, Federal Motor Carrier Safety Regulations, and the procedures necessary for the safe operation of the motor vehicle. This would include training in: special precautions for fires, loading and unloading, and operation of cargo tank motor vehicle equipment shut-off/shut-down equipment.

**Emergency Response Procedures**

The trainee will learn the proper procedures and best practices for handling an emergency response and post-response operations. This will include training in the event of an unintended release of an HM or substance. All training, preparation, and response efforts must focus on the materials that have been released; their hazards; and the protection of people, property, and the environment.

**Engine (Fueling)**

The trainee will learn the procedures for when a vehicle which contains HM is being fueled.

**Tire Check**

The trainee will learn the proper procedures for checking the vehicle tires at the start of a trip, and when the vehicle is parked.

**Routes and Route Planning**

The trainee will learn the proper routing requirements and procedures that they are required to follow for the transportation of radioactive and non-radioactive HM.

**Hazardous Materials Safety Permits (HMSP)**

The trainee will be instructed in the proper procedures and operational requirements including communications, constant attendance, and parking that apply to the transportation of an HM for which a Hazardous Materials Safety Permit (HMSP) is required.

**Annex 5**

**ENTRY-LEVEL DRIVER TRAINING (ELDT) “REFRESHER TRAINING” MODULE**

**THEORY**

* **POST CRASH PROCEDURES**

Including “Post-Accident Procedure” training *early in the driver-training curriculum* may enhance the impact of subsequent training and have a positive influence in reducing new-entrant driver crashes.  Accordingly, trainees shall learn appropriate post-crash procedures, including the requirement that the driver, if possible, assess his/her physical condition immediately after the crash and notify authorities, or assign the task to other individuals at the crash scene.  Also, trainees shall be given instruction in obtaining emergency necessary medical assistance; moving on-road vehicles off the road in minor crashes so as to avoid subsequent crashes or injuries; engaging flashers, triangles, etc.; responsibilities for assisting injured parties and Good Samaritan Laws; driver legal obligations and rights, including rights and responsibilities for engaging with law enforcement personnel; and the importance of learning company policy on post-accident procedures.  Trainees may also receive instruction in the value and techniques of photographing the scene; obtaining witness information, skid measurements; and assessing signage, road, and weather conditions.

* **ALCOHOL AND CONTROLLED SUBSTANCES**

Trainees shall be instructed in the federal rules on, and potential consequences, of driving under the influence of alcohol or controlled substances, that might impair driving performance. (See Parts 382, 392.4 and 392.5 of the Federal Motor Carrier Safety Regulations (FMCSRs), or the relevant sections of the drug and alcohol regulations administered by the applicable DOT agency).

* **DRIVER FATIGUE AND WELLNESS**

Trainees shall be instructed in the extreme safety risks associated with fatigued driving, and the risks and potential consequences, including legal consequences for the driver, of causing an accident due to fatigued driving. Additional resources are available to support this instruction through the North American Fatigue Management Program (NAFMP) at http://www.nafmp.org.en/.

* **HOURS OF SERVICE (HOS) AND RECORDS OF DUTY STATUS/LOGBOOKS**

For carriers whose drivers are subject to HOS regulations, trainees shall be instructed in applicable HOS rules and ensure their ability to complete a Driver’s Daily Log and logbook recap. Trainees shall be instructed in the consequences of violating the HOS regulations (safety, legal, and personal) including the fines and penalties for these types of violations.

* **SEAT BELT SAFETY**

Trainees shall learn the Federal rules (Section 392.16 of the FMCSR) governing the proper use of safety restraint systems (i.e., seat belts) by commercial motor vehicle (CMV) drivers.

* **DRIVER DISTRACTION (HAND-HELD TELEPHONES & TEXTING)**

Trainees shall be instructed in the “key” driver distraction issues, including improper cell phone use, texting, and use of in-cab technology. This includes training in: 1) visual (keeping eyes on the road); 2) manual (keeping hands on the wheel); and 3) cognitive (keeping mind on the task and safe operation of the CMV).

* **SERIOUS TRAFFIC VIOLATIONS OPERATING CMV**

Trainees shall be instructed in Federal rules in Section 383.51 of the FMCSRs on the safety implications and potential for disqualification of drivers for violations such as following too closely; improper lane changes; speeding 15 mph or more; reckless driving.

* **CDL HOLDERS COMMITTING SERIOUS TRAFFIC VIOLATIONS OPERATING PERSONALLY OWNED VEHICLES/PASSENGER VEHICLES**

Trainees shall be instructed in Federal rules (see Section 383.51 of FMCSRs) providing for potential disqualification of trainees for improper behavior off the job, while not operating a CMV. Trainee will learn CDL holders are held to a higher standard as CDL is a “professional” license.

* **DEFENSIVE DRIVING TECHNIQUES**

The trainee will be instructed in the five characteristics/techniques of defensive driving a CMV including: 1) knowledge; 2) alertness; 3) anticipation; 4) judgment; and 5) skill.

* **“NO ZONE” STRATEGIES**

Trainee will be instructed in the “No Zone” strategies for operating safety around passenger and other vehicles. This will include instruction on “No Zones” as the danger areas around truck and buses where crashes are more likely to occur.

* **ROADSIDE INSPECTION WITH LAW ENFORCEMENT**

Trainee will be taught the value of effective interpersonal communications and skills to properly interact with law enforcement officials during the roadside CMV inspection process and what to expect during this activity.

* **MEDICAL CERTIFICATE/PERSONAL HEALTH AND WELLNESS**

The trainee will learn the Federal rules in Part 391 on medical certification and medical examination procedures. The trainee will learn about driver wellness. Basic health maintenance including diet and exercise and the importance of avoiding excessive use of alcohol will be covered here as well.

* **WHISTLEBLOWER/COERCION**

The right of an employee to question the safety practices of an employer without incurring the risk of losing a job or being subject to reprisals simply for stating a safety concern is included in this unit. The trainee will become familiar with the whistleblower protection regulations in 29 CFR part 1978. This unit would include instruction in procedures for drivers/students to report incidents of coercion from motor carriers, shippers, receivers, or transportation intermediaries to FMCSA.

* **DRIVER/PUBLIC SAFETY IMPORTANCE**

The trainee will receive further training in the fact that the CMV driver is the most important component of the motor carrier operation and highway/public safety. The trainee/driver is responsible for the safety of the operation, the load and the equipment.

* **EMERGENCY STOPPING; ACCIDENTS; INCIDENTS**

The trainee will be instructed in carrying out the appropriate responses when faced with CMV emergencies. These must include evasive steering, emergency braking, off-road recovery, brake failures, tire blowouts, hydroplaning, skidding, jackknifing, and the rollover phenomenon. This instruction must include a review of unsafe acts and the role they play in producing hazardous situations.

**RANGE**

**HANDS – ON PRACTICAL EXERCISES**

When applicable to the nature of the work to be performed by the trainee, the trainee will demonstrate the ability to properly secure cargo under 49 CFR Part 392.9 and Parts 393.100 – 393.136.

* **PRE-TRIP AND POST-TRIP INSPECTIONS**

The trainee will demonstrate the ability to perform a pre-trip inspection under 49 CFR Part 396.13 and a post-trip inspection under Part 396.11. The trainee will learn the importance of vehicle inspections and help them develop the skills necessary for conducting pre-trip, en-route, and post-trip inspections. This will include review of CMV parts and accessories including brake safety and components.

* **LOAD SECUREMENT**

When applicable to the nature of the work to be performed by the trainee, the trainee will learn the basic theory of cargo weight distribution, cargo securement on the vehicle, cargo covering, and techniques for safe and efficient loading/unloading in the classroom followed by practical demonstration and practice.

**ROAD**

**SKILLS & PERFORMANCE**

* **BASIC OPERATION AND VEHICLE MANEUVERS**

The trainee will learn the practices required for safe operation of the CMV on the highway**. This will include training in basic operation and vehicle maneuvers under** **Section 391.31 (Skills and Knowledge) in the FMCSRs.** Trainees must be taught how to apply their basic operating skills in a way that ensures their safety and that of other road users under various road, weather, and traffic conditions.

**(a) Except as provided in subpart G, a person shall not drive a commercial motor vehicle unless he/she has first successfully completed a road test and has been issued a certificate of driver's road test in accordance with this section.**

(b) The road test shall be given by the motor carrier or a person designated by it. However, a driver who is a motor carrier must be given the test by a person other than himself/herself. The test shall be given by a person who is competent to evaluate and determine whether the person who takes the test has demonstrated that he/she is capable of operating the commercial motor vehicle, and associated equipment, that the motor carrier intends to assign him/her.Code of Federal Regulations353

(c) The road test must be of sufficient duration to enable the person who gives it to evaluate the skill of the person who takes it at handling the commercial motor vehicle, and associated equipment, that the motor carriers intends to assign to him/her. As a minimum, the person who takes the test must be tested, while operating the type of commercial motor vehicle the motor carrier intends to assign him/her, on his/her skill at performing each of the following operations:

***(1) The pretrip inspection required by §392.7 of this subchapter;***

***(2) Coupling and uncoupling of combination units, if the equipment he/she may drive includes combination units;***

***(3) Placing the commercial motor vehicle in operation;***

***(4) Use of the commercial motor vehicle's controls and emergency equipment***

***(5) Operating the commercial motor vehicle in traffic and while passing other motor vehicles;***

***(6) Turning the commercial motor vehicle;***

***(7) Braking, and slowing the commercial motor vehicle by means other than braking; and***

***(8) Backing and parking the commercial motor vehicle.***

**Eligibility Requirements for**

**In-House or For-Hire Driver Training Providers**

**May 22, 2015 Draft**

Section XXX.XX. The requirements of this section apply to CMV entry-level driver training programs that train, or expect to train, more than three entry-level drivers per year. Such providers must, at a minimum, meet the requirements of this section and offer a curriculum that meets all FMCSA curriculum standards for CMV drivers set forth in § XXX.XX. Training providers shall attest and, upon request, supply documentary evidence to verify, that they meet the following requirements. Such evidence may take the form of documents described after each item in the eligibility requirements below, or comparable documentation.

**COURSE ADMINISTRATION**

* Training providers must require that all accepted applicants for on-road training must “meet minimum DOT, state/provincial, federal and/or local law and regulations related to drug screens, age, physical condition, licensing, and driving record. ( [49 CFR, Part 391](http://www.fmcsa.dot.gov/regulations/title49/part/391), 383 )

*Required documentation: A copy of the training provider’s policy setting forth eligibility requirements for trainee applicants.*

**INSTRUCTIONAL PERSONNEL**

* Instructors must meet the educational and experience guidelines set forth by FMCSA Instructor Qualification Requirements,including:
  + On-road trainers must be experienced drivers. On-road trainers must maintain a driving record that meets applicable state/provincial requirements, school policy, and Federal Motor Carrier Safety Regulations.
    - *Experienced driver* means a CMV driver with experience driving with a CDL of the appropriate (or higher) class and with all endorsements necessary to operate the CMVs for which training is to be provided, and who:
      * (1) has at least 1 year of experience driving; or
      * (2) has at least 1 year of experience as an on-road CMV trainer; and
      * (3) meets all applicable State training requirements for CMV trainers.[[4]](#footnote-4)
    - On-road trainers must have completed training in the on-road portion of the curriculum in which they are instructing.
  + Trainers must have a state/provincial teaching license or permit, if required.
  + Any theory/classroom/range trainers who are not CDL holders must have audited or instructed that portion of the driver-training course that he/she intends to instruct.

*Suggested documentation: Reliable documentary evidence indicating driving and/or training experience of trainers (with personal information redacted); copies of CDL and/or applicable endorsements held by on-road trainers.*

**TRAINING VEHICLES**

* All training vehicles must be in safe mechanical condition. Vehicles used for on-road training must comply with applicable federal/state/provincial safety requirements. ( [49 CFR, Part 396](http://www.fmcsa.dot.gov/regulations/title49/part/396) )
* Training vehicles must be in the same class (A, B, or C) and type (bus/truck) as those that the individual will be operating for their CDL skills test.

*Suggested documentation: DOT inspection reports for training vehicles in service at the time of the filing of the application and/or other documentation demonstrating that training vehicles meet the requirements set forth above.*

**INSTRUCTION & CURRICULUM**

**Curriculum Content (Theory)**

* Instruction must cover the FMCSA Curriculum Standards for CMV Drivers.
* Training materials that cover the FMCSA-prescribed curriculum must be provided to each trainee.
* The course outline must clearly identify units of instruction including their general content and sequence of presentation. Instructors must use lesson plans adequate to implement *FMCSA Curriculum Standards for CMV Drivers* in each session. *[Accepted.]*

*Suggested documentation:*

* *Description of medium of training (e.g. online, classroom, or hybrid)*
* *Description of training materials provided to students and the method of distribution*
* *Copy of course descriptions*
* *Copies of website advertising, or curriculum pages*

**Instructional Time** (***see “FMCSA Curriculum Standards for CMV Drivers”*** ) **(Theory)**

* Training providers must supply sufficient training to offer reasonable assurance that trainees can master the theory and behind-the-wheel portions of the curriculum.

[*Facilitator’s Note:* “The CAA Work Group did not attempt to resolve the issue of whether minimum number(s) of BTW and/or theory hours should be specified as part of the core curriculum standard. This aspect of the certification checklist will depend on how that issue is resolved. However, the plenary agreed during the discussion of the draft FMCSA form on the principle of requiring disclosure of the amount of time allotted to each portion of the curriculum.”]

*Suggested documentation: Indicate the amount of time allocated in your lesson plans to classroom, range and on-road instruction.*

**Learning Environment (Theory)**

* The learning facilities must comply with all applicable federal, state, and local statutes and regulations.

*Suggested documentation:*

* *Certificates of occupancy*
* *Insurance building inspection reports*
* *Photos*

**Student/Instructor/Vehicle Supervision (Range/Road)**

* During the range/skill practice portion of the curriculum, there must be an instructor present and on site to demonstrate skills and correct deficiencies of individual students.
* During driving on public roads, there must be at least one instructor in any vehicle driven by a student who is not a CDL holder.

*Suggested documentation: Provide documentation that indicates how many instructors are working with students during each portion of the driving curriculum. Documentation may include:*

* *Driving range operational plans/diagrams indicating number of vehicles to be operated, and location of instructor(s)*
* *On-road lesson plans*
* *Sample on-road training reports*

**Range/Skill Practice Area Conditions (Range)**

* The range/skill practice area must be free of obstructions and the surface must enable the driver to maneuver safely and free from interference from or involving other vehicles and hazards.
* There must be adequate sight lines available to the instructor and trainees.

*Suggested documentation: photos and narrative description of training provider’s driving range/skill practice area, including a description of the number of vehicles to be operated on the range at any given time and the number of instructors that will be observing vehicles on the range.*

**Roadway Instruction Conditions (includes streets, roads, highways, etc.) (Road)**

* Driving must be practiced under a representative range of roadway and traffic conditions as outlined in the *FMCSA Curriculum Standards for CMV Drivers*.

*Suggested documentation: Sample on-road lesson plans and on-road training reports.*

**Tests (Written/Range/Road)**

* Written tests or assessments must be used to assess proficiency of a sample of knowledge objectives for each unit of instruction per *FMCSA Curriculum Standards for CMV Drivers*.
* Range/skill practice area tests or assessments must be used to assess student proficiency in (a) fundamental vehicle control skills and (b) routine driving procedures for the appropriate vehicle per *FMCSA Curriculum Standards for CMV Drivers*.
* Road tests must be administered to assess proficiency in road driving skills that permit a broad range of observations and must be conducted in traffic per *FMCSA Curriculum Standards for CMV Drivers*.
* Road tests must be administered in a vehicle of the same class (A, B, or C) and type (bus/truck) that the individual will be operating for their CDL skills test. *[Accepted.]*

*Required documentation: Records of tests or assessments administered to each student. Plans or protocols for testing (and, where applicable, sample tests) that demonstrate compliance with each of the requirements of the standards set forth above.*

**Course Completion**

* Trainees must successfully complete a course of instruction that meets the FMCSA Curriculum Standards for CMV Drivers including appropriate subject matter tests and road skill tests before course completion. *[Accepted.]*

*Required documentation: Reliable evidence that trainees certified to take the CDL exam have actually received instruction covering the FMCSA curriculum, and received a passing grade on the training provider’s performance assessment.*

\* Training Provider refers to a training organization

\*\* Trainer refers to an individual

**Annex 7**

**Eligibility Requirements for**

**Small Business In-House or For-Hire Driver Training Programs**

Section XXX.XX. The requirements of this section apply to Small Business or For Hire Training Providers that train, or expect to train, three or less entry-level drivers per year. Such providers must, at a minimum, meet the requirements of this section and offer a curriculum that meets all FMCSA curriculum standards for CMV drivers set forth in § XXX.XX. Training providers shall attest and, upon request, supply documentary evidence to verify, that they meet the following requirements. Such evidence may take the form of documents described after each item in the eligibility requirements below, or comparable documentation.

**COURSE ADMINISTRATION**

* All Trainees\*\* must meet minimum DOT, state/provincial, federal and/or local law and regulations related to drug screens, age, physical condition, licensing, and driving record. ( [49 CFR, Part 383 & 391](http://www.fmcsa.dot.gov/regulations/title49/part/391) ) *[Accepted.]*

*Required documentation: An attestation that the trainee(s) meet the requirements for CMV applicants.*

**INSTRUCTIONAL PERSONNEL**

* Trainers must have a valid CDL and at least [one] year of experience driving with the appropriate (or higher) class and with all endorsements necessary to operate the CMVs for which training is to be provided. On-road trainers must maintain a driving record that meets applicable state/provincial requirements, school policy, and Federal Motor Carrier Safety Regulations.

*Suggested documentation: Reliable documentary evidence indicating driving and/or training experience of trainers (with personal information redacted); copies of CDL and/or applicable endorsements held by on-road trainers.*

**TRAINING VEHICLES**

* Vehicles must be in safe mechanical condition and those that are used for on road training comply with applicable federal/state/provincial safety requirements. ( [49 CFR, Part 396](http://www.fmcsa.dot.gov/regulations/title49/part/396) )
* Training vehicles must class (A, B, or C) and type (bus/truck) as those that the individual will be operating for their CDL skills test.

*Suggested Documentation: : DOT inspection reports for training vehicles in service at the time of the filing of the application and/or other documentation demonstrating that training vehicles meet the requirements set forth above.*

**INSTRUCTION & CURRICULUM**

**Curriculum Content**

* Instruction must cover the FMCSA Curriculum Standards for CMV Drivers.

*Required Documentation: Provide reliable evidence of training material that the training provider utilizes, or otherwise demonstrate that training provider complies with above requirement.*

**Instructional Time** (***see “FMCSA Curriculum Standards for CMV Drivers”*** )

**Student/Instructor/Vehicle Supervision**

* During driving on public roads, there must be at least one instructor in any vehicle driven by a student who is not a CDL holder.

*Required Documentation: Provide attestation that training provider complies with above requirement.*

**Roadway Instruction Conditions** (Includes streets, roads, highways, etc.)

* Driving must be practiced under roadway and traffic conditions as outlined in the *FMCSA Curriculum Standards for CMV Drivers*. *[Accepted.]*

*Required Documentation: Provide attestation that roadway instruction conditions comply with the above requirement.*

**Assessment**

* Knowledge assessment must assess proficiency of a sample of knowledge objectives for each unit of instruction per *FMCSA Curriculum Standards for CMV Drivers*.
* Range/skill practice assessment must assess student proficiency in (a) fundamental vehicle control skills and (b) routine driving procedures for the appropriate vehicle per *FMCSA Curriculum Standards for CMV Drivers*.
* Road assessment must use routes that permit a broad range of observations and must be conducted in traffic per *FMCSA Curriculum Standards for CMV Drivers*.
* Road assessment must be administered in a vehicle of the same class (A, B, or C) and type (bus/truck) that the individual will be operating for their CDL skills test. *[Accepted.]*

*Required Documentation: Provide reliable evidence that training provider provides assessment in compliance with the standard above.*

**ANNEX 9**

**Training Provider Registry [Draft Regulatory Text]**

**[Facilitator’s Note: This section describing the working of the National Training Provider Registry mechanism is the only part of the package that is drafted as actual regulatory text. FMCSA Counsel’s office would like to clarify that this draft regulatory text is offered at the stage solely for the purpose of identifying policy issues and seeking consensus on those issues. Actual regulatory text proposed in the published NPRM may differ from language agreed herein. As with all provisions in this Term Sheet, FMCSA commits that it will, to the maximum extent possible consistent with its legal obligations, use the policy consensus of this group reflected in this document as the basis for” the NPRM. Note also that much of this regulatory language tracks requirements agreed upon in other documents such as the Eligibility Requirements set forth in Annexes 6 and 7 and will be amended as appropriate to reflect the final agreed versions of those documents.]**

§ 3XX.10X Scope

§ 3XX.10X Definitions

§ 3XX.10X Requirements for the Training Provider Registry

§ 3XX.10X Driver Training Provider

§ 3XX.10X Facilities

§ 3XX.10X Equipment

§ 3XX.10X Driver-Instructor Qualifications/Requirements.

§ 3XX.XX Assessments

§ 3XX.10X Issuance of the certificate

§ 3XX.XXX Requirements for continued listing on the Training Provider Registry.

§ 3XX.XXX Reasons for removal from the Training Provider Registry

§ 3XX.XX Procedure for removal from the Training Provider Registry

**Training Provider Registry**

**§ 3XX.10X Scope.**

The rules in this subpart establish the qualifications for inclusion on the list of ELDT providers in FMCSA's Training Provider Registry (TPR). The TPR is designed to improve highway safety and operator knowledge by requiring providers to meet FMCSA requirements under part 3XX of this chapter.

**§ 3XX.10X Definitions.**

Training Provider means an entity that administers commercial motor vehicle entry-level driver training as defined in this subpart.

**§ 3XX.10X Requirements for the Training Provider Registry.**

1. To be listed on the Training Provider Registry, a training provider must:
2. Have a curriculum that meets the applicable criteria set forth in § 3XX.XXX;
3. Have driver training instructors that meet the criteria set forth in §3XX.XXX (Driver-Instructor Qualifications);

(3) Provide vehicles that meet the criteria set forth in § 3XX.XXX (equipment);

(4) Have a designated range facility that meets the requirements of § 3XX.XXX (Facilities) or have access to an area in which driver trainees can safely complete the required behind-the-wheel range training. .

1. **[**Submit registration form MCSA-X stating the provider’s information and

attest that the training provider meets all the applicable requirements of this section to obtain a unique Training Provider Registry number**]**. If a training provider has more than one campus or training location, the training provider must submit a registration form MCSA-X for each campus or training location to obtain a unique Training Provider Registry number for each such location.

(6) Create and maintain student records of enrollment and completion and/or withdrawal, in accordance with applicable State and Federal requirements.

(7) Allow FMCSA or its authorized representative to audit the training provider to ensure that the provider meets the criteria set forth in this section.

**§ 3XX.10X Driver Training provider.**

(a) Training providers must require that all accepted applicants for on-road training must meet minimum DOT, state, Federal and/or local law and regulations related to drug screens, age, physical condition, licensing, and driving record.

(b) Training providers must supply sufficient training to offer reasonable assurance that trainees can demonstrate proficiency in the theory and behind-the-wheel portions of the curriculum.

(c) Driving must be practiced under representative roadway and traffic conditions, including a demonstration of required driving maneuvers, as outlined in the *FMCSA Curriculum Standards for CMV Drivers*.

(d) Instruction must include all elements identified in the applicable FMCSA Curriculum Standards for CMV Drivers.

(e) Training materials that address the applicable FMCSA-prescribed curriculum must be provided to each trainee.

(f) When a provider meets the requirements of § 3XX.XXX and § 3XX.XXX, FMCSA will issue the provider a unique Training Provider Registry (TPR) number and will add the provider's name and other provider related information to the TPR website.

**§ 3XX.10X Facilities.**

(a) The learning facilities must comply with all applicable federal, state, and local statutes and regulations.

(b) During the range/skill practice portion of the curriculum, there must be an instructor present on site to demonstrate skills and correct deficiencies of individual students.

(c) The range/skill practice area must be free of obstructions and the surface must enable the driver to maneuver safely and free from interference from or involving other vehicles and hazards.

(d) There must be adequate sight lines available to the instructor and trainees.

**§ 3XX.10X Equipment**

(a) All training vehicles must be in safe mechanical condition. Vehicles used for on-road training must comply with applicable federal/state safety requirements.

(b) Training vehicles must be in the same class (A, B, or C) and type (bus/truck) as those that the individual will be operating for their CDL skills test.

**§ 3XX.10X Driver-Instructor Qualifications/Requirements.**

(a) On-road trainers must utilize experienced drivers as defined in paragraph (b). On-road trainers must maintain a driving record that meets applicable state requirements and Federal Motor Carrier Safety Regulations.

(b) Experienced driver means a CMV driver with experience driving with a CDL of the same (or higher) class and with all endorsements necessary to operate the CMVs for which training is to be provided and who:

(1) has at least [1 or 2 years] of experience driving with a CDL of the same or higher class or endorsement; or

(2) has at least [1 or 2 years] years of experience as an on the road CMV trainer; and

(3) meets all applicable State training requirements for CMV trainers.

(c) Any theory/classroom trainers who are not experienced drivers as defined in paragraph (b) above must have previously audited or instructed that portion of the driver-training course that he/she intends to instruct.

**§ 3XX.10X Assessments.**

Trainees must successfully complete a course of instruction that meets the FMCSA Curriculum Standards for CMV Drivers including appropriate subject matter tests and road skill tests.

(a) Written tests must be used to assess proficiency of a sample of knowledge objectives for each unit of instruction per FMCSA Curriculum Standards for CMV Drivers. The trainee must receive a score of 80% or above on the theory assessment.

(b) Range/skill practice area tests or assessments must be used to assess student proficiency in fundamental vehicle control skills and routine driving procedures for the appropriate vehicle per FMCSA Curriculum Standards for CMV Drivers.

(c) Road assessments must be administered to assess proficiency in road driving skills that permit observations of specified driving maneuvers as described in § 3XX.XX and must be conducted in traffic per FMCSA Curriculum Standards for CMV Drivers described in § 3XX.XXX. Road assessment must be administered in a vehicle of the same class (A, B, or C) and type (bus/truck) that the trainee will be operating for their CDL skills test.

**§ 3XX.1XX Issuance of the certificate.**

On the day an individual completes training successfully at a provider on the Training Provider Registry (TPR), that provider must upload a certificate by close of business that day indicating completion of the class of training or endorsement to the TPR. The certificate must include the following:

(a) Driver name, CDL/CLP number, and State of licensure;

(b) Class or Endorsement training the trainee received;

(c) Name of the training provider and its unique TPR identification number;

(d) Name of Certifying Official of the training provider; and

(e) Date of completion of the training provider.

**§ 3XX.XXX Requirements for continued listing on the Training Provider Registry.**

(a) To continue to be listed on the Training Provider Registry, a provider must:

(1) Continue to meet the requirements of this subpart and the applicable requirements of part 3XX of this chapter.

(2) Biannually updated information

(3) Report to FMCSA changes to key information submitted under § 3XX.XXX within 30 days of the change.

(i) Key information includes training provider name, location, phone number, levels of training offered, and any change in State licensure, certification, or accreditation status.

(ii) Changes must be reported by submitting an updated MCSA-X to FMCSA.

(4) Continue to be licensed, certified, registered, or authorized to provide training in accordance with the applicable laws and regulations of each State where training is provided.

(5) Maintain documentation of State licensure, registration, or certification verifying the provider is authorized to provide training in that State.

(6) Allow an audit or investigation of the training provider to be completed by an authorized representative of FMCSA, if requested.

(7) The provider must make all required documentation available on request to an authorized representative of FMCSA or an authorized representative of Federal, State, or local government. The provider must provide this documentation within 48 hours of the request.

**§ 3XX.XXX Reasons for removal from the Training Provider Registry**

FMCSA may remove a provider from the Training Provider Registry (TPR) when a provider fails to meet or maintain the qualifications established by this subpart, the requirements of other State and Federal regulations applicable to the provider, or otherwise does not meet the requirements of 49 U.S.C. XXXX. If FMCSA removes a provider from the Training Provider Registry, all training certificates issued after the removal date will be considered invalid.

(a) The reasons for removal may include but are not limited to the following:

(1) The provider fails to comply with the requirements for continued listing on the TPR, as described in § 3XX.XXX.

(2) The provider denies FMCSA or its authorized representative the opportunity to conduct an audit or investigation of its provider.

(3) The audit conducted by FMCSA or its authorized representative identifies material deficiencies..

(4) The provider falsely claims to be licensed, certified, registered, or authorized to provide training in accordance with the applicable laws and regulations in each State where training is provided.

(5) Less than 50% of those who complete the provider’s training successfully obtain a CDL or endorsement for which they received training.

(b) In instances of fraud or other criminal behavior in which drivers have knowingly participated, FMCSA reserves the right to retroactively deem invalid training certificates that were issued by training providers removed from the Training Provider Registry.

**§ 3XX.XXX Procedure for removal from the Training Provider Registry**

(a) Voluntary removal. To be removed voluntarily from the Training Provider Registry, a provider must submit a written request to the FMCSA Director, Office of Carrier, Driver, and Vehicle Safety Standards (“Director”). Except as provided in subsection (b) of this section, the the removal will become effective immediately upon the Director’s receipt of such request. On and after the date of issuance of a notice of proposed removal from the Training Provider Registry, as described in paragraph (b) of this section, however, the Director will not accept the provider’s request for voluntary removal from the Training Provider Registry.

(b) Notice of proposed removal. Except as provided by paragraphs (a) and (e) of this section, FMCSA initiates the process for removal of a provider from the Training Provider Registry by issuing a written notice of proposed removal to the provider, stating the reasons that removal is proposed under § 3XX.XXX and any corrective actions necessary for the provider to remain listed on the TPR. If a notice of proposed removal is issued, the provider must notify current trainees and trainees scheduled for future training of the proposed removal. [Facilitator Note: A stakeholder participant in the IE WG conference call of 5/26/15 raised the issue of what happens to students who enroll in good faith in a training program only to discover, mid-course, that their training provider may lose its certification. What recourse do they have vis a vis their training provider or what obligations does their training provider have to them? A stakeholder on the call noted that some states require that licensed trainers post a surety bond to cover such contingencies, and the question was asked whether FMCSA has authority to make this a federal requirement. After the call, FMCSA Counsel’s office informed the Facilitator that this may be a possibility, theoretically and legally, but as a practical matter such a requirement would be very complex and controversial among interests not necessarily at the table, and is probably not doable at this late stage. Since this is more of a minor, technical issue than a fundamental policy decision, the plenary may wish to leave this issue unresolved and allow the FMCSA to be guided by public comment in the course of normal rulemaking.] In addition, no new training sessions may commence until FMCSA withdraws the proposed removal.

(c) Response to notice of proposed removal and corrective action. A provider that has received a notice of proposed removal from the Training Provider Registry must submit any written response to the Director, Office of Carrier, Driver, and Vehicle Safety Standards no later than 30 days after the date of issuance of the notice of proposed removal. The response must indicate either that the provider believes FMCSA has relied on erroneous information in proposing removal, as described in paragraph (c)(1) of this section, or that the provider will take any corrective action specified in FMCSA’s notice of proposed removal, as described in paragraph (c)(2) of this section.

(1) Opposing a notice of proposed removal. If the provider believes FMCSA has relied on erroneous information in proposing removal from the Training Provider Registry, the provider must explain the basis for that belief and provide supporting documentation. The Director, Office of Carrier, Driver, and Vehicle Safety Standards will review the explanation.

(i) If the Director, Office of Carrier, Driver, and Vehicle Safety Standards finds that FMCSA has relied on erroneous information to propose removal of a training provider from the TPR, the Director, Office of Carrier, Driver, and Vehicle Safety Standards will withdraw the notice of proposed removal and notify the provider of the determination in writing. No later than 60 days after the date the Director, Office of Carrier, Driver, and Vehicle Safety Standards modifies a notice of proposed removal, the provider must comply with this subpart and correct any identified deficiencies as described in paragraph (c)(2) of this section.

(ii) If the Director, Office of Carrier, Driver, and Vehicle Safety Standards finds FMCSA has not relied on erroneous information in proposing removal, the Director, Office of Carrier, Driver, and Vehicle Safety Standards will affirm the notice of proposed removal and notify the provider in writing of the determination. No later than 60 days after the date the Director affirms the notice of proposed removal, the provider must comply with this subpart and correct the deficiencies identified in the notice of proposed removal as described in paragraph (c)(2) of this section.

(iii) If the provider does not submit a written response within 30 days of the date of issuance of a notice of proposed removal, the removal becomes effective and the provider will be removed from the Training Provider Registry.

(2) Compliance and corrective action. (i) The provider must comply with this subpart and complete the corrective actions specified in the notice of proposed removal no later than 60 days after either the date of issuance of the notice of proposed removal or the date the Director, Office of Carrier, Driver, and Vehicle Safety Standards affirms or modifies the notice of proposed removal, whichever is later. The provider must provide documentation of compliance and completion of the corrective actions to the Director, Office of Carrier, Driver, and Vehicle Safety Standards. The Director, Office of Carrier, Driver, and Vehicle Safety Standards may conduct any investigations and request any documentation necessary to verify that the provider has complied with this subpart and completed the required corrective action(s). The Director, Office of Carrier, Driver, and Vehicle Safety Standards will notify the provider in writing whether it has met the requirements to continue to be listed on the Training Provider Registry.

(ii) If the provider fails to complete the proposed corrective action(s) within the 60-day period, the provider will be removed from the Training Provider Registry. The Director, Office of Carrier, Driver, and Vehicle Safety Standards will notify the provider in writing of the removal.

(3) At any time before a notice of proposed removal from the Training Provider Registry becomes final, the recipient of the notice of proposed removal and the Director, Office of Carrier, Driver, and Vehicle Safety Standards may resolve the matter by mutual agreement.

(d) Request for administrative review. If a provider has been removed from the Training Provider Registry under paragraph (c)(1)(iii), (c)(2)(ii), or (e) of this section, the provider may request an administrative review no later than 30 days after the effective date of the removal. The request must be submitted in writing to the FMCSA Associate Administrator for Policy. The request must explain the error(s) committed in removing the provider from the Training Provider Registry, and include a list of all factual, legal, and procedural issues in dispute, as well as any supporting documentation.

(1) Additional procedures for administrative review. The Associate Administrator may ask the provider to submit additional data or attend a conference to discuss the removal. If the provider does not provide the information requested, or does not attend the scheduled conference, the Associate Administrator may dismiss the request for administrative review.

(2) Decision on administrative review. The Associate Administrator will complete the administrative review and notify the provider in writing of the decision. The decision constitutes final Agency action. If the Associate Administrator deems the removal to be invalid, FMCSA will reinstate the provider on the Training Provider Registry.

(e) Emergency removal. In cases either of willful disregard of the regulations in this subpart or in which public health, interest, or safety requires, the provisions of paragraph (b) of this section are not applicable and the Director, Office of Carrier, Driver and Vehicle Safety Standards may immediately remove a provider from the Training Provider Registry and invalidate the certification issued under § 3XX.XX. A provider who has been removed under the provisions of this paragraph may request an administrative review of that decision as described under paragraph (d) of this section.

(f) Reinstatement on the Training Provider Registry. No sooner than 30 days after the date of removal from the Training Provider Registry, a provider who has been voluntarily or involuntarily removed may apply to the Director, Office of Carrier, Driver, and Vehicle Safety Standards to be reinstated.

(5) In the case of a provider that has been involuntarily removed, provide documentation showing completion of any corrective actions required in the notice of proposed removal.

**Annex 10**

**FMCSA Updated Definitions for ELDT**

***May 26, 2015***

***Entry-Level Driver*** means a person who must complete the CDL knowledge and/or skills test requirements under 49 CFR 383.71 prior to (1) receiving the initial CDL or having a CDL reinstated, (2) upgrading a Class B or Class C CDL, or (3) obtaining a hazardous materials, passenger or school bus endorsement. This definition does not include individuals for whom States have the discretion to waive the CDL skills test under 49 CFR 383.

***Entry-Level Driver Training*** means training an entry level driver receives from a provider listed on FMCSA’s Training Provider Registry prior to:

1) Taking the CDL skills test required to receive the initial Class A or Class B CDL;

2) Taking the CDL skills test required to upgrade a Class B or Class C CDL; or

3) Taking the CDL knowledge and skills test required to obtain a passenger or school bus endorsement, or the CDL knowledge test required to obtain a hazardous materials endorsement.

**Applicability.**

(a) The rules in this subpart apply to all entry-level drivers who intend to drive CMVs as defined in §383.5 in interstate and/or intrastate commerce, except:

1. Drivers excluded from the CDL requirements under § 383.3 (c), (d) and (h) of this subchapter;
2. Drivers applying for a restricted CDL under § 383.3(e) through (g) of this subchapter; and
3. Veterans with military CMV experience who meet all the requirements and conditions of § 383.77 of this subchapter.

(b) Drivers who holds a valid CLP or CDL issued before *[compliance date of final rule]* are not required to comply with this subpart except as otherwise specifically provided.

(c) Except as provided under subparagraph (d) below, a person who has received a certificate of training qualifying him or her to apply for a CDL for the first time is not required to obtain such certification again before reapplying for a CDL or endorsement, if fewer than 4 years have elapsed since the date on the certificate of training.

(d) A person whose CDL was revoked, canceled, suspended or disqualified by the State of issuance *four years or more* prior to the date of reapplication or whose CDL has expired *four years or more* prior to the date of reapplication must complete the refresher training requirements of this subpart.

***Explanation***

ELDTAC requested regulatory text on two provisions. The first involved the definition of an Entry-Level Driver.

This proposal applies only to those who currently are required to hold a CDL and does not otherwise amend substantive CDL requirements. This is emphasized in both the definition of an *Entry-Level Driver* as a person who must complete the CDL skills or knowledge test requirements under 49 CFR 383.71, and the Applicability Section, which focuses only on drivers “who intend to drive CMVs as defined in §383.5 in interstate and/or intrastate commerce,.” And that section specifically excludes from its scope drivers excepted under § 383.3 (c), (d) and (h), and those drivers applying for a restricted CDL under § 383.3(e) through (g). These *exceptions* cover many entities, including: military driver, farmers, and firefighters. Those categories of restricted CDLs include, but are not limited to, drivers from Alaska, farm-related service industries, and the pyrotechnics industry.

Once an Entry Level driver receives a certificate of training qualifying him or her to apply for a CDL for the first time, the person is not required to obtain such certification again before reapplying for a CDL or endorsement, even if the CDL was revoked, canceled, suspended or disqualified by the State of issuance less than four years prior to the date of reapplication or the CDL expired *less than four* years prior to the date of reapplication. A person whose CDL was revoked, canceled, suspended or disqualified by the State of issuance *four years or more* prior to the date of reapplication or if the CDL has expired *four years or more* prior to the date of reapplication must only take a refresher training from a provider on the Training Provider Registry (described in the paragraph below), which is less rigorous compared to the initial training.

FMCSA also introduces the concept of a Training Provider Registry (TPR) where approved providers, including those for refresher training, must be listed. The criteria for these providers would be determined through the negotiated rulemaking process and the Agency would require that these programs be listed on the TPR as a means of having publicly accessible source for information about the programs. Also, the programs would submit the training certificates to FMCSA electronically and the Agency would then transmit the training certificates to the State Driver Licensing Agencies (SDLAs) to keep to a minimum the burden on the States and prevent falsification of training certificates.

The second provision of concern to ELDTAC was Veteran drivers. Based on the ELDTAC discussions, the definitions/applicability would exclude veterans who possess equivalent training and certification from their military commercial vehicle driving experience especially if the State waives the skills test, though they may need to take the written test. Therefore the preliminary regulatory definitions above focuses on the first issuance of the CDL, upgrade in the CDL class, and obtaining the passenger, school bus or HM endorsement.

In summary, the preliminary regulatory definitions above focuses on the first issuance of the CDL, upgrade in the CDL class, and obtaining the passenger, school bus, or hazardous material endorsement. It also addresses refresher training.

1. Those opposed to federal hours minimum standard believe that competence in a skill is best measured by performance assessments – not hours spent learning the skill -- and that establishing a mandatory federal minimum standard for hours spent driving may add cost to the rule without necessarily bestowing commensurate benefits. Those in favor of a federal hours minimum for driving time instruction point out that on-road driving, in particular, produces a broad range of real-life driving situations that affect safety, that need to be encountered with an instructor present, and that cannot be simulated realistically on a driving exam. They also point out that driving is a skill that requires repetition and practice and that virtually every skill-based profession that is licensed by state or federal authorities (including passenger driving) has, in addition to performance assessment, an hours-minimum for practice during the training process. [↑](#footnote-ref-1)
2. Although only 1 year of driving experience is required by federal regulation, numerous states require 2 or more years of experience and a minimum of 2 years active driving experience is recommended. [↑](#footnote-ref-2)
3. American Transportation Research Institute, 2008: A Technical Analysis of Driver Training Impacts on Safety [↑](#footnote-ref-3)
4. The legal requirement for on-road trainers is one (1) year of experience that includes experience in the class and operational environment of the vehicle for which they are providing instruction, though 2 or more years of such experience is preferable. [↑](#footnote-ref-4)