

Annex D

DRIVING COMPETENCY ASSESSMENT

At the outset of the driving competency assessment, the candidate must identify him- or herself with a valid national or international driving license in Latin alphabet (with photo, if required in the MS). An official translation prepared by the MS authorities must accompany the original license if it is not in Latin alphabet.

The candidate will be assessed as to his or her ability to safely operate a manual gear four-wheel drive vehicle. The driving competency assessment consists of two parts, the handling exercise and the road exercise.

1. Handling Exercise

- a. The candidate must prove his or her ability to safely reverse and park the vehicle within five (5) minutes on the standard driving range set up by the AMS instructor in an exercise area closed to regular traffic, as per graphic in Appendix 2 to Annex D.
- b. The Handling Exercise Assessment Form in Appendix 1 to this Annex is used to carry out the handling assessment. The assessment criteria are further elaborated in Appendix 2 to this Annex.
- c. A candidate who fails the handling exercise shall immediately be given one more chance. A candidate who fails the handling exercise twice shall be disqualified and shall not be admitted to the road exercise.

2. Road Exercise

- a. The candidate is expected to demonstrate his or her ability to drive safely on a predetermined route in low traffic. The exercise should take a minimum of 10 minutes and cover a distance of at least 3 to 5 km.
- b. At all times during the exercise, the candidate must operate the vehicle in a safe and responsible manner, obeying all traffic laws.
- c. The AMS instructor will give the candidate directions for each manoeuvre as far in advance as possible and will not ask him or her to perform any illegal or unsafe manoeuvres.
- d. The Road Exercise Assessment Form in Appendix 3 to this Annex is used to carry out the road assessment. The use of the assessment form and application of the assessment criteria is further explained in Appendix 4 to this Annex.

Candidates performing any of the following activities shall be **automatically disqualified** and the ongoing driving competency assessment will be terminated immediately:

- a. Being under influence of alcohol or drugs.
- b. Disregarding lawful instructions or refusal to perform instructed manoeuvres.
- c. Offering the AMS instructor a bribe or a gratuity.
- d. Refusal to wear a safety belt unless a physician's statement or a waiver is presented.

- e. Causing an accident.
- f. Accident is prevented by others.
- g. AMS instructor prevents an accident or an illegal action (i.e. running a red light).
- h. Stalling the vehicle resulting in hazardous action or obstructing traffic.
- i. Driving over a curb or sidewalk and hereby endangering others.
- j. Creating serious hazard to other traffic.
- k. Driving the wrong way on a one-way street.
- l. Driving on the wrong side of the street.

Appendix 1 to Annex D – Handling Exercise Assessment Form



**UNITED NATIONS DRIVER'S PERMIT
HANDLING EXERCISE ASSESSMENT FORM**

Candidate's Name _____ Date _____
ID # _____ Time _____

Assessment Criteria		P	F
1	Candidate can read a sample vehicle license plate with letters 79.4 mm high in good daylight from 20.5m, using glasses or contact lenses if necessary	<input type="checkbox"/>	<input type="checkbox"/>
2	Candidate involved in an activity resulting in automatic disqualification	<input type="checkbox"/>	<input type="checkbox"/>
3	Candidate failed to complete the circuit within five minutes	<input type="checkbox"/>	<input type="checkbox"/>
4	Vehicle touched a marker	<input type="checkbox"/>	<input type="checkbox"/>
5	Vehicle crossed the imaginary line between the markers	<input type="checkbox"/>	<input type="checkbox"/>
6	Engine stopped more than twice	<input type="checkbox"/>	<input type="checkbox"/>
7	A third party assisted the candidate	<input type="checkbox"/>	<input type="checkbox"/>
8	Part of vehicle outside the parking space	<input type="checkbox"/>	<input type="checkbox"/>
9	Vehicle positioned non-parallel to the side markers	<input type="checkbox"/>	<input type="checkbox"/>
10	Candidate exited the vehicle to check the position	<input type="checkbox"/>	<input type="checkbox"/>

TEST RESULT: **PASS** **FAIL**

Remarks _____

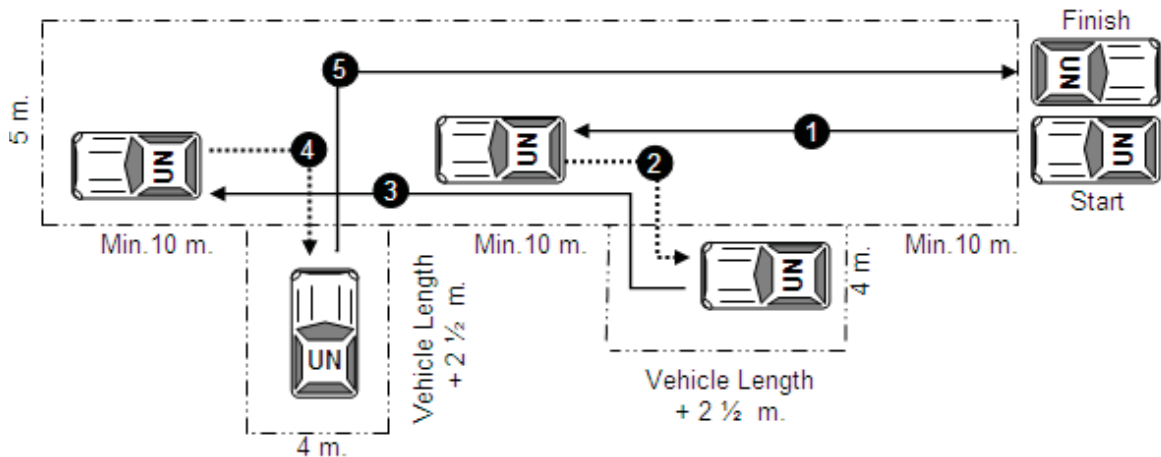
AMS instructor: _____
UN ID #: _____

Signature: _____

Appendix 2 to Annex D – Handling Exercise Assessment Criteria

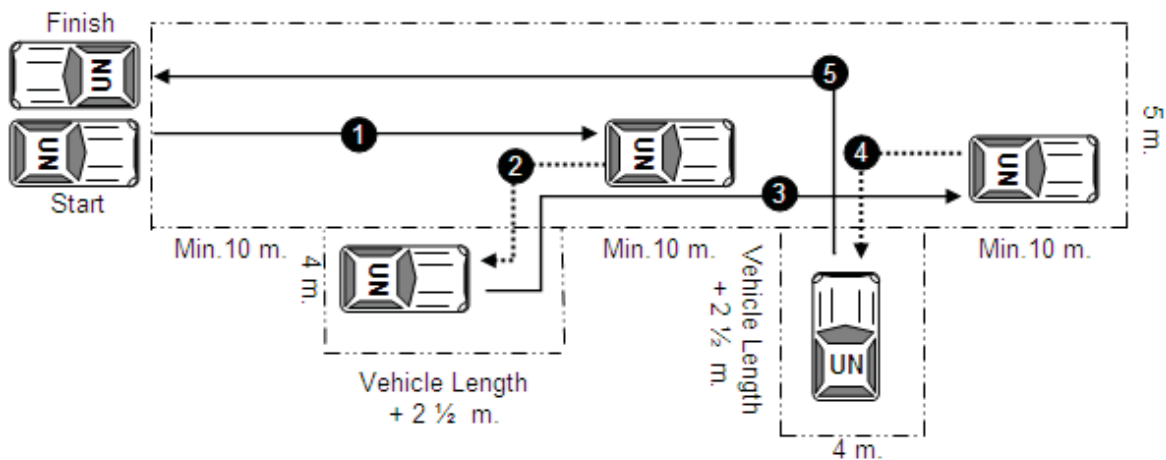
1. Before the handling exercise, a candidate has to undergo a vision test in which he or she has to read in good daylight from a distance of 20.5 metres a sample vehicle licence plate with letters that are 79.4 mm high, using glasses or contact lenses as required. Candidates failing the vision test are disqualified from the AMS.
2. In the handling exercise, the candidate will be assessed as to his or her ability to safely perform reversing and parking on the standard driving range, as per the graphic on the next page. In order to pass the handling exercise, the candidate must complete all manoeuvres within five (5) minutes as described below:
 - a. On the signal of the AMS instructor, start from the “START-FINISH” line, drive forward, pass by the first parking space, and stop.
 - b. Reverse into the first parking space.
 - c. Drive out of the first parking space, pass by the second parking space, and stop.
 - d. Reverse into the second parking space.
 - e. Drive forward to the “START-FINISH” line and stop.
3. During the handling exercise:
 - a. The vehicle must be positioned in parallel to the side markers and completely within the parking space, without touching any markers or crossing over any imaginary lines between the markers.
 - b. The engine must not be stopped more than two times.
 - c. The candidate must not leave the vehicle.
 - d. No other passengers are allowed in the vehicle.
4. To pass the handling exercise, a candidate must meet all criteria listed in the assessment form (see Appendix 1).
5. A candidate who fails the handling exercise shall immediately be given a second chance. In this case, the exercise must restart at the START-FINISH line.

UN Driver's Permit Handling Test Range (Right Hand Drive)



Legend:
 → Forward movement
 Backward movement

UN Driver's Permit Handling Test Range (Left Hand Drive)



The exercise area must be set up on a test range away from regular traffic. At least forty (40) traffic cones – brightly coloured, if possible – and measuring tape are needed to mark the exercise area (taller cones can be used to mark the corner points).

Appendix 3 to Annex D – Road Exercise Assessment Form



**DRIVER'S PERMIT
ROAD EXERCISE
ASSESSMENT FORM**

Candidate Name: _____

ID #: _____

Nationality: _____

I. Assessed Capabilities (5 points for each failure)

Seating position

- Bending the left knee when the clutch is fully depressed
- Bending elbows when the arms rest on the steering wheel

Point

Mirrors and/or seat adjustment

- Adjusting rear view mirrors inside and outside
- Adjusting seat

Use of seatbelt

- Fastening the seatbelt prior to moving
- Keeping seatbelts fastened while driving

Moving off

- Releasing clutch smoothly so vehicle doesn't jerk or stall
- Checking traffic in all directions before moving off
- Checking left and right blind spots before moving off
- Using appropriate signals

Use of gears

- Changing gears without looking down to the gear shift
- Selecting correct gear to match road and traffic conditions
- Driving with gear engaged at all times

Steering

- Maintaining steering control at all times
- Steering smoothly

Following distance (candidate to be warned)

- Keeping a safe distance from other vehicles

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Passing / changing lane

- Correct and timely use of observation/mirrors/indicators
- Passing in the correct lane
- Choosing correct speed

Negotiating curves

- Choosing appropriate speed of approach
- Correct positioning of the vehicle on the roadway

Stopping

- Choosing a safe, legal and convenient place to stop
- Correct and timely use of observation/mirrors/indicators

Turns

- Use of proper lanes
- Correct and timely use of observation/mirrors/indicators

Observation of traffic signs and signals

- Stop at all red lights
- Obey police instructions
- Comply with road signs encountered on route

Dealing with junctions/crossroads/traffic circles

- Adjusting speed accordingly when approaching
- Being able to determine who has the right of way

Dealing with other road users

- Effective observation of vulnerable road users
- Choosing appropriate speed of approach

Planning ahead

- Ability to think and plan ahead
- Early anticipation and reaction
- Concentration on driving

II. Aggressive Driving (10 points for each occurrence)

- Following too close (after warning)
- Weaving in and out of traffic
- Speeding up to beat a traffic light
- Cutting between vehicles to change lanes
- Using the horn excessively
- Flashing headlights excessively
- Expressing frustration/cursing/yelling/gesturing to other drivers
- Deliberately ignoring the rules/signs
- Failing to yield (adversely affecting traffic/passengers)

Total Points

III. Instances of Automatic Disqualification

- Being under influence of alcohol or drugs.
- Refusal to perform instructed manoeuvres.
- Refusal to wear a safety belt without a valid reason.
- Causing any accident.
- Accident is prevented by others.
- AMS instructor prevents crash or illegal action.
- Stalling the vehicle resulting in hazardous situation.
- Driving over curb or sidewalk.
- Creating serious hazard for other traffic.
- Driving the wrong way on a one-way street.
- Driving on the wrong side of the street.
- Offering the instructor a bribe or gratuity.

IV. Remarks / Recommendations:

V. Assessment Result: **PASS** **FAIL**

Name of AMS instructor: _____

Date: _____

Signature: _____

Appendix 4 to Annex D – Road Exercise Assessment Criteria

The road exercise assessment form and the assessment criteria described in the form are used as follows:

1. **Section I of the form: “Assessed Capabilities”:** Based on his or her observations, the AMS instructor marks 5 (five) points in the boxes at the end of each row if the candidate failed these actions.
2. **Section II of the assessment form: “Aggressive Driving”:** Based on his or her observations, the AMS instructor marks 10 (ten) points in the boxes at the end of each row for each occurrence of the actions listed in this section.
3. **Section III of the assessment form: “Instances of Automatic Disqualification”:** In the event that a candidate performs any of the actions listed in this section, he or she will be automatically disqualified and the assessment will not start or end immediately if it is already in progress.
4. **Section IV of the assessment form: “Remarks and Recommendations”:** This section will be used to enter any remarks of the AMS instructor on the assessment process.
5. **Section V of the assessment form: “Assessment Result”:** At the conclusion of the road assessment, the assigned points are added up. An outcome of 20 or more points will result in the failure of the road exercise. The AMS instructor checks the applicable box (pass or fail) based on the overall assessment, enters the date of the assessment, and signs the assessment form.