



## **End-point Assessment Specification**

**Large Goods Vehicle (LGV) Driver C+E (ST0257) (v1.4)**

**Level 2**

**Version V2.1223**



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## Introduction and Objective

You can find the assessment plan for this standard on the iFate website by clicking [here](#).

### Introduction

The Large Goods Vehicle (LGV) Driver C+E Apprenticeship (Level 2) is designed for individuals whose occupation is to drive articulated and draw bar large goods vehicles (vehicles with a Gross Combined Weight of over 7500kg) in a safe and fuel-efficient manner, ensuring that the correct goods are delivered to the right destination and on time.

**Note:** The Large Goods Vehicle (LGV) Driver C+E Standard does not include acquisition of a driving licence for any class of vehicle. Although a practical driving assessment is included in the assessment for this apprenticeship, it is not intended as a licence acquisition driving test. All apprentices must obtain a Category C+E driving licence before starting their EPA.

### Role

Individuals in this role require a number of interpersonal, practical and driving skills. Working with team members from across their own organisation and customer organisations, LGV drivers can expect to be in contact with planners, transport managers, loaders, colleague drivers and customers on a daily basis. They must be excellent communicators and competent in the use of technology, as well as able to work on their own

to overcome challenges while keeping customer service and their company brand in mind at all times. As well as these skills, LGV drivers must be able to work safely and effectively with vehicles and equipment, taking responsibility for safe driving standards, vehicle conditions, load integrity, and the safety of other road users.

### **Apprenticeship Programme Duration**

The apprentice will typically spend 13 months on-programme (before the gateway) working towards this occupational standard. The apprentice must spend a minimum of 12 months on-programme.

### **The EPA**

The EPA consists of 3 components, which must be completed within three months of EPA gateway (see 'Gateway' later in this document). The three components of the assessment, (multiple choice test, practical assessment, and interview) have been designed to comprise a broad and rigorous assessment that covers all areas of the standard. See 'Methods of Assessment' later in this document for details on each.

The EPA period must last for a minimum of one week.

## Mandatory qualifications

The apprentice must have achieved English and maths qualifications in line with the apprenticeship funding rules.

The apprentice must be in possession of a valid and current Category CE licence.

## Competence

The employer must be content that the apprentice is working at or above the occupational standard.

## Gateway

The apprentice should only enter the gateway once the employer is content that the apprentice is working at or above the occupational standard. In making this decision, the employer may take advice from the apprentice's training provider(s), but the decision must ultimately be made solely by the employer.

If all three parties agree that the apprentice is ready, a Gateway Declaration should be submitted to RTITB.

RTITB will process the declaration and confirm eligibility to progress through gateway within 2 working days.

The following gateway requirements must be met before EPA can be conducted:

- The apprentice must have completed a minimum of 12 months on programme training
- The apprentice achieved English and maths qualifications in line with the apprenticeship funding rules
- The apprentice must have a Category C+E licence.

### Reasonable adjustments

We recognise, support and comply with the requirements of the Equality Act 2010 to allow for rigorous and fair access to assessments and to make reasonable adjustments for apprentices with disabilities or physical or mental health conditions to ensure that they are not disadvantaged during assessment.

The RTITB policy for reasonable adjustments can be found here:

[Reasonable Adjustment Policy](#)

### End-point Assessment Process

Once gateway has been completed, the EPA can be booked. We will work with the employer/training provider to schedule assessment activities to ensure that all tests can be completed in line with the assessment plan's timeframe requirements.

### Methods of Assessment

The Large Goods Vehicle Driver (LGV) C+E End-point Assessment consists of three components.

Component	Duration
Multiple choice test	45 minutes
Practical assessment	2 hours
Interview	30 minutes

Performance in the each of the components will determine the apprenticeship grade (fail, pass or distinction).

### **Multiple Choice Test**

The multiple-choice theory (MCT) test will cover a range of regulatory, vehicle and driving topics, including:

- Safe and fuel-efficient driving
- Safe use of equipment and machinery
- Vehicle and load security
- Role-related technology
- Load types and relevant requirements
- City restrictions (including noise and pollution schemes)
- The role of the DVSA
- Regulations and legislation applicable to road transport and warehousing.

The apprentice will be required to answer 30 multiple choice questions.

The multiple-choice questions will have four options of which one will be correct.

## **Practical Assessment**

The practical assessment examines the apprentice's skills and behaviours relating to:

1. Practical vehicle journey plan with questions
2. Pre use checks with questions
3. Practical driving assessment with questions.

During the assessment, apprentices will complete the practical tasks in the logical sequence above as part of a holistic assessment that examines each apprentice's application of their knowledge and skills in a real-world context.

The apprentice will be given 10 minutes to plan an approximate 30 minute journey using a route from their start location to the destination they have been allocated.

They will then couple the vehicle and trailer combination and complete pre-journey vehicle checks safety requirements in line with the DVSA guidelines for vehicle roadworthiness, which will take 30 minutes. The apprentice will then have 10 mins of questioning, in which a minimum of three questions and as a minimum include:

- Risks to unsafe coupling of trailers and how they are mitigated
- Safety requirements
- Planning and preparation processes



Scenario-based questioning will be used to assess potential faults, e.g. faulty seat belt.

Once the driving part of the assessment is complete, the apprentice will then have 10 mins of questioning, in which a minimum of six questions will be asked, and as a minimum include:

- Planned risks and how they will be mitigated
- Health and safety
- Road/weather conditions
- Traffic situations
- Bridges or restrictions
- Fuel efficiency.

## **Interview**

This assessment consists of an interview between the assessor and the apprentice with a minimum of 5 open questions. This is an opportunity for the assessor to test knowledge, skills or behaviours that do not lend themselves to the constraints of the practical assessment or the multiple choice test. A range of topics will be covered during the interview, including:

- Effective communication
- Structure of the industry
- Customer service and company reputation
- Environmental impact of the industry
- Personal health and wellbeing

- The role of LGV drivers in the logistics industry
- Safe and efficient working
- Vehicle and load security
- IT systems
- Overcoming challenges
- Working independently and using initiative.

## Knowledge, Skills and Behaviours

The table below shows which assessment methods are used to test each knowledge, skill and behaviour (KSB).

Reference	Knowledge to be Assessed	Method of Assessment
K3	Vehicle preparation including safe coupling and uncoupling of trailers, vehicle safety checks/inspections, defect reporting, safety requirements, loading, securing and unloading processes, axle combinations	Practical Assessment
K5	Planning and preparing processes (e.g., weather or traffic changes, planning fastest/most efficient route) including vehicle selection and contingency planning when circumstances change	Practical Assessment
K15	How to drive on roads alongside vulnerable road users, such as cyclists, pedestrians, motor cyclists, taking into account the physical difference of larger articulated vehicles and the space required to safely manoeuvre	Practical Assessment

K18	How to accommodate different traffic situations and weather conditions	Practical Assessment
S1	Drive safely and efficiently on public and private roads and manoeuvre the vehicle in restricted spaces; safely use and position vehicle fitted equipment (e.g mobile cranes)	Practical Assessment
S2	Proficiently control the vehicle in a range of traffic situations and weather conditions and show consideration for other drivers taking into account the size and type of vehicle and trailer.	Practical Assessment
S3	Use relevant equipment and machinery safely and efficiently to ensure the safe handling of customer goods, safely open and restrain trailer and vehicle body doors	Practical Assessment
S5	Prepare the vehicle and the load for deliveries, including safely using and positioning vehicle fitted equipment; carry out vehicle safety checks and deal with or report any defects or maintenance issues to the appropriate person; complete daily walk round check sheets	Practical Assessment
S6	Ensure the vehicle is correctly loaded and is safely secured to minimize chances of damage or load shifting	Practical Assessment
S8	Effectively plan the most economical route to be used, minimising waste and loss; plan, prioritise and adapt accordingly	Practical Assessment

	when situations arise out of the normal routine	
S17	Use and connect to the correct type of trailer and its operating systems	Practical Assessment
B2	Take responsibility for their own safety and that of others at all times, particularly when driving	Practical Assessment
B4	Work in a professional manner in relation to timekeeping, personal appearance and dress code.	Practical Assessment
B7	Competent using Information technology	Practical Assessment
B8	Take responsibility for the safety of the vehicle and load through effective vehicle checks.	Practical Assessment
K1	The mechanisms of safe, controlled and fuel-efficient driving techniques relating to driving the Large Goods Vehicle (LGV), considering fuel costs and other possible efficiencies, implications of differing vehicle configurations and associated safety issues, including matching the appropriate trailer to the tractor unit	Multiple Choice Test
K2	Safe use of equipment and machinery e.g. manual handling equipment, vehicle and delivery systems, including where to find relevant instructions or guidance	Multiple Choice Test
K4	How to protect the vehicle and associated loads, including management of unlawful access to vehicle and loads	Multiple Choice Test

K6	All role-related technology and systems including tachographs, adaptive braking, hand-held scanners, on board telematics	Multiple Choice Test
K7	Relevant regulation and legislation relating to the role of a professional LGV driver governing the Transport and Warehousing industry and in specific relation to the role, including the working time directive and medical and license requirements	Multiple Choice Test
K11	Different types of cargo and their carriage requirements	Multiple Choice Test
K14	The implications of city restrictions, such as congestion charging, Low Emission Zones (LEZs), night restrictions for goods vehicles, route restrictions for goods vehicles and vehicle equipment requirements	Multiple Choice Test
K17	The role of the Driver Vehicle Standards Agency (DVSA) and the Traffic Commissioners in compliance, fair competition and safety	Multiple Choice Test
K8	How to communicate effectively and appropriately with customers and colleagues	Interview
K9	Structure of the industry; the modes of transport and how these affect transport operations such as loading and unloading; issues facing the sector; the roles available within the sector in general and in relation to their own career aspirations	Interview

K10	Importance of delivering excellent customer service to customers and colleagues, for example identifying customer/colleague needs and responding appropriately in line with situation and organisational style/culture; importance of organisation reputation and how their own performance can contribute to organisational success	Interview
K12	Environmental impact of the industry, sector and role and how this can be minimised, including their own responsibilities to use safe and fuel-efficient driving techniques including selecting the correct trailer design to reduce wind resistance.	Interview
K13	How their role can affect their health; the need to maintain a level of fitness appropriate to their role, awareness of the benefits of a healthy diet, the impact of shift working etc.	Interview
K16	Holistic view of the logistics industry and the role of the LGV driver within that, for example multimodal transport procedures or reverse logistics	Interview
S4	Carry out delivery and other relevant activities in a safe and efficient manner complying with relevant systems and processes, following instructions and organisational policy	Interview

S7	Ensure techniques are used to protect the vehicle and load from theft and damage	Interview
S9	Use relevant IT systems appropriately and in line with organisational requirements	Interview
S10	Fully comply with appropriate legislation and regulation within the transport industry	Interview
S11	Work safely adhering to the health, safety guidelines e.g. manual handling	Interview
S12	Use appropriate methods to communicate effectively with customers and colleagues in line with organisational standards.	Interview
S13	Work independently using own initiative	Interview
S14	Work closely with suppliers and customers to ensure any problems, damages or anomalies are corrected	Interview
S15	Work as part of a team, showing an ability to work under pressure and to agreed deadlines	Interview
S16	Support colleagues and contribute to achieving objectives or goals	Interview
B1	Demonstrates integrity, credibility, honesty and personal drive, and promotes organisational values and brand	Interview
B3	Take ownership for their own performance and training committing to self-improvement. Keep up to date with industry developments	Interview
B5	Interact positively and professionally with customers and wider team. Using their own initiative	Interview

B6	Has a flexible approach to their work e.g. driving different vehicles, different shifts or hours	Interview
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## Grading

Apprentices will be graded per assessment and will be required to complete and pass each component in order to pass the EPA.

An independent assessor will grade the practical and interview components. All grading decisions will be based on criteria detailed in the iFate [assessment plan](#).

To **pass** each component, all criteria must be met. A **distinction** will be awarded for meeting all criteria *and* all distinction criteria. Full guidance on grading descriptors for this standard can be found in the tables below:

Assessment method 1: Practical Assessment.



KSBs	Fail	Pass	Distinction
<b>Vehicle preparation</b> K3 K5 S5 S6 B8	Does not meet the pass criteria	Carries out the safe preparation and safety checks for an LGV vehicle and load in accordance with DVSA and organisation's guidelines and completes the appropriate documentation  Plans a safe and efficient route  Makes necessary changes to planned route reacting to traffic or weather situations	Identifies individual axle weights and adjusts how this affects vehicle handling depending on the load and takes appropriate action to adjust accordingly
<b>Drive safely</b> K15 K18 S1 S2 B2	Does not meet pass criteria	Handles the LGV safely on public and private roads not endangering other road users by their actions  Parks the vehicle safely in a restricted space and safely uses and positions vehicle fitted equipment  Takes account of the size and type of the vehicle and trailer, ensuring a safe distance is maintained at all times  Proficiently controls	Explains the consequences of a given scenario (as selected by the assessor) outlining the danger to individuals or the impact on the vehicle

		the vehicle in a range of traffic situations and in consideration of the weather conditions, e.g. urban/country environment, peak-time, snow, windy conditions	
<b>Professionalism</b> B4	Does not meet pass criteria	Arrives on time, wearing appropriate company-issued PPE and any company uniform	
<b>Use of equipment &amp; IT</b> B7	Does not meet pass criteria	Where fitted, uses digital tachograph and any onboard telematics, GPS, cameras, reversing sensors	
<b>Route planning</b> S8	Does not meet pass criteria	Plans the most economical route to the directed location adapting route to avoid known traffic hotspots/hazards, taking into account congestion, low bridges and weight restrictions	Justifies their chosen route  Explains the potential impact of selecting an alternative route (as suggested by the assessor)
<b>Trailer</b> S3 S17	Does not meet pass criteria	Checks the trailer number against the manifest/paperwork and connects it following company procedures. Safely opens and restrains trailer and vehicle body doors	Explains the consequences of a given fault (as selected by the independent assessor)

## Assessment method 3: Interview

KSBs	Fail	Pass	Distinction
<p><b>Delivery and Customer service</b></p> <p>K8 K10 S4 S12 S14 B5</p>	Does not meet pass criteria	<p>Explains how they deliver excellent customer service to customers and colleagues, resolving any errors or problems in line with company guidance</p> <p>Communicates effectively in line with company style and culture, and their own initiative, to maintain the organisation's reputation</p> <p>Describes how they carry out delivery and other activities in a safe and efficient manner, following instructions, organisational policy and Health &amp; Safety guidelines</p>	<p>Describes the impact of key performance indicators in relation to delivery, performance and service levels. For example meets timed deliveries</p> <p>Explains how they have exceeded performance targets without compromising safety and outline the impact on the business</p> <p>Explains how they have managed difficult conversations with customers/colleagues, e.g. when a delivery has had an unanticipated delay</p>
<p><b>Structure of organisation and industry</b></p> <p>K9 K16 B1</p>	Does not meet pass criteria	<p>Describes how their role contributes to the organisation's commercial position and safety and the wider logistics sector and the roles available to them within the industry</p> <p>Outlines issues facing the sector</p>	<p>Outlines the impact of negative publicity on the sector and how that may affect their organisation</p> <p>Explains the impact of reputational damage on the organisation's brand and the impact on the business</p>

		<p>Explains how they maintain integrity, credibility and honesty</p> <p>Explains how they promote their organisational values and brand</p>	
<p><b>Environment</b> K12</p>	Does not meet pass criteria	Explains the environmental impact of the industry and what they and industry can do to minimise this impact including fuel efficient driving techniques, trailer and cab design	Explains how their chosen route respects clean air zones and other regional restrictions
<p><b>Health &amp; Safety</b> K13 S11</p>	Does not meet pass criteria	<p>Discusses lifestyle challenges of the role and how they mitigate risks to their health and well being</p> <p>Explains how they take a safety-first approach to their role</p>	Explains the health risks and risks to the business in a given scenario (as selected by the independent assessor)
<p><b>Vehicle protection</b> S7</p>	Does not meet pass criteria	Describes how they take steps to protect the vehicle and load from theft and damage in line with company security and safety procedures including using any vehicle fitted security equipment	Explains the impact on the business in a given 'vehicle protection' scenario (as selected by the independent assessor)
<p><b>Legislation</b> S10</p>	Does not meet pass criteria	Describes how they comply with relevant regulations and legislation that impact on LGV	Explains the impact on the business in a given 'legislation or regulations' scenario (as selected by the independent assessor)

<b>Use of IT</b> S9	Does not meet pass criteria	Uses the organisation's IT systems to access and record tasks	
<b>Ways of working</b> S13 S15 S16 B3 B6	Does not meet pass criteria	<p>Outlines the difference their contributions have made when working as part of a team</p> <p>Explains which tasks are an individual responsibility and how they take accountability for that</p> <p>Explains how they prioritise tasks and how they manage periods of high workload to ensure deadlines are achieved</p> <p>Outlines the difference they have made when supporting a colleague</p> <p>Explains how they have improved their performance over time and kept up-to-date with industry developments</p> <p>Explains how the manage change, including and how their flexibility makes a difference to the business</p>	

The multiple-choice test will be graded according to the table below:

Grade	Minimum mark	Maximum mark
<b>Fail</b>	0	20
<b>Pass</b>	21	26
<b>Distinction</b>	27	30

Grades from individual assessment methods will be combined in the following way to determine the grade of the EPA as a whole:

Assessment method 1 – Practical Assessment	Assessment method 2 – Multiple choice test	Assessment method 3 – Interview	Overall grading
Fail	Any Grade	Any Grade	Fail
Any Grade	Fail	Any Grade	Fail
Any Grade	Any Grade	Fail	Fail
Distinction	Pass	Pass	Pass
Pass	Distinction	Distinction	Pass
Pass	Pass	Pass	Pass
Pass	Distinction	Pass	Pass
Pass	Pass	Distinction	Pass
Distinction	Pass	Distinction	Pass
Distinction	Distinction	Pass	Pass
Distinction	Distinction	Distinction	Distinction

## Supporting Material

In preparation for the end-point assessment the apprentice will be given access to the RTITB EPA Preparation and Assessment Portal, where they will find an overview of the apprenticeship standard, plus practice materials to help them prepare for their EPA, such as journey planning assignments, interview questions, and mock multiple choice papers.

## Re-sits and re-takes

Re-sits and re-takes Apprentices who fail one or more assessment method will be offered the opportunity to take a re-sit or a re-take at the employer's discretion. The apprentice's employer will need to agree that either a re-sit or re-take is an appropriate course of action. A re-sit does not require further learning, whereas a re-take does. Apprentices should have a supportive action plan to prepare for a re-sit or a re-take. An apprentice, who fails one or more assessment methods, and therefore the EPA in the first instance, will be required to re-sit or re-take.

The timescales for a re-sit/re-take is agreed between the employer and EPAO. A re-sit is typically taken within 3 months of the EPA outcome notification. The timescale for a re-take is dependent on how much re-training is required and is typically taken within 3 months of the EPA outcome notification. All assessment methods must be taken within a 3 month period, otherwise the entire EPA will need to be re-sat/re-taken. Re-sits and re-takes are not offered to apprentices wishing to move from pass to a higher grade. Where any assessment method has to be re-sat or re-taken, the apprentice will be awarded a maximum EPA grade of pass unless the EPAO determines there are exceptional circumstances requiring a re-sit or re-take.