



Application for Taxi Driver Periodic Training (NI) Course Approval

Section 1: Approved Centre Details

1.1 Name of approved centre:

1.2 Centre approval number (if known):

1.3 Proposed name of course:

1.4 Proposed approval start date:

Please note:

Complete and valid course applications will be processed within 15 working days, if the application requires additional information, it will be 30 working days. Where we are unable to process an application due to it being incomplete or invalid (despite requesting additional information) within the 30-working day period, the application may be refused.

All approval documentation will be sent to the person responsible for Taxi Driver Periodic Training at the approved centre.

1.5 Has this course been previously approved?

Yes

No

If **yes** - what was the course number?

TX

A course is approved for 12 months, any training delivered before the approval start date or after the expiry date will not count towards TDPT.

Section 2: Course details

2.1 Training delivery: Classroom Remote On Road/
In Vehicle Yard/
Outside Area

2.2 Length of course (in hours):

2.3 What is the anticipated driver:trainer ratio for this course?

2.4 If this course is part of another programme, qualification or contributes to another qualification you must provide details below:

2.5 Course Summary

Please provide details of the training programme for this course in the form of a course summary.

2.6 Subject area of the course (tick all that apply):

The numbers below are syllabus reference numbers as stated within the Taxi Driver Information Manual which can be found at <https://www.infrastructure-ni.gov.uk/sites/default/files/publications/infrastructure/taxi-manual-2019.pdf>

- | | |
|---|--|
| <input type="checkbox"/> 4.1 Vehicle Systems (Transmission System) | <input type="checkbox"/> 6.1 Health, Safety and Emergencies |
| <input type="checkbox"/> 4.2 Vehicle Systems (Safety Controls) | <input type="checkbox"/> 6.2 Prevention of Criminality and Trafficking |
| <input type="checkbox"/> 4.3 Safe and Fuel Efficient Driving | <input type="checkbox"/> 6.3 Personal Health and Wellbeing |
| <input type="checkbox"/> 4.4 Customer Service | <input type="checkbox"/> 6.4 Physical/Mental Health and Wellbeing |
| <input type="checkbox"/> 4.5 Disability Awareness | <input type="checkbox"/> 6.5 First Aid |
| <input type="checkbox"/> 4.6 Vulnerable Road Users | <input type="checkbox"/> 6.6 Professional Driver and Company Issues |
| <input type="checkbox"/> 5.1 Legislation (including Taxi Regulations) | <input type="checkbox"/> 6.7 Economic Environment for Carriage of Passengers |
| <input type="checkbox"/> 5.2 Regulations for Carriage of Passengers | <input type="checkbox"/> 6.8 Child Sexual Exploitation |

2.7 Course delivery

2.7.1 Please provide the aims and objectives (i.e. learning outcomes) for this specific course:

Aims:

Objectives:

2.7.2 Trainer Evidence

Please attach details and evidence of the qualifications and fields of activity of each of your trainers to be used to train/teach this specific course. Trainers must have sound, up-to-date knowledge of relevant regulations and training requirements as outlined in the Taxi Driver Information Manual.

Section 3: Publication

3.1 Would you like this course to be publicised on [gov.uk](https://www.gov.uk) website?

Yes

No

Section 4: Payment

4.1 Payment of the current fee is accepted via the methods below and should be made within 5 working days of application receipt by DVSA on behalf of DVA.

Cheque

Credit / Debit card

BACS

Please use the following bank details for BACS payment:

Bank Name: Nat West
Sort Code: 60-70-80
Account Number: 10004440

Name:

Position:

Date:

4.2 Application Checklist

Payment details

Course summary

Trainer evidence

Data is collected by submitting this course for approval we agree to and will give proof when requested that the training materials used (including by are not exhaustive to presentations, booklets, videos, DVDs etc) are appropriate for the delivery of Taxi Driver Periodic Training (TDPT).

To enable the Competent Authorities (or their representative) to conduct unannounced audits you must give up to date and full details of where and when you will be running an approved TDPT course, including the full name of the trainer delivering it no less than 48 hours of the start of the course. In addition, you must notify DVSA of any changes (including cancellations) to the trainer, training course, date, time and location within a minimum of 24 hours via www.jaupt.org.uk

Failure to comply with the conditions of approval may result in the suspension or withdrawal of the centre approval.

You should submit this form to JAUPT-Enquiries@dvsa.gov.uk or alternatively post it to:

**DVSA
Cubix, Suite 208
Noble House
Capital Drive
Linford Wood
Milton Keynes
MK14 6QP**

Any queries should be directed to JAUPT-Enquiries@dvsa.gov.uk or alternatively on **01908 787000**.

Data is collected direct and not shared routinely with anyone outside of DVA.

DVA handles your personal data in accordance with road traffic and data protection laws. The personal information you provide on this form will be used for the purposes of DVA's statutory function of processing your application to deliver Taxi Driver Periodic Training. This information provided on this form is collected by DVSA on behalf of DVA and may be made available to other Departments/Agencies for the purposes of preventing or detecting crime. Your personal information will be managed in accordance with the Privacy Notice available at www.infrastructure-ni.gov.uk/dfi-privacy or by calling **0300 200 7861**.