**Scheme of Control**

The Scheme of Control (SoC) must set out in detail the way you monitor and manage training delivered by your centre, to assure DVSA/DVA that it is compliant with statutory requirements and delivered to a high quality and standard. You will need to demonstrate how the SoC addresses the risks in relation to the size and structure of your business.

DVSA and DVA will conduct centre and course audits to ensure that your centre operates in accordance with the conditions of approval and the SoC.

**The document below should be completed using the ‘Scheme of Control Guidance Notes’.**

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| **Organisation Name** |  |

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| 1. **Organisation Structure**
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| 1. **Internal Quality Assurance**
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| 1. **Trainer Skills, Qualifications & Development**
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| 1. **Course Evaluation**
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**By submitting this document, you are hereby confirming to accurate and up to date information contained within and considered by the Competent Authority when approving your centre application or any changes requested.**