

Title	Demonstrate knowledge of fatigue management, work time, and driver logbook requirements		
Level	3	Credits	5

Purpose	People credited with this unit standard are able to: identify causes and symptoms of fatigue, and effects of fatigue on driving performance; describe life management skills and work related measures that can be implemented to prevent fatigue; identify the work time requirements and penalties prescribed by legislation; identify driver logbook requirements and associated penalties prescribed by legislation; describe the management of work time records contained in driver logbooks, and identify associated penalties prescribed by legislation; and complete and present driver logbook entries.
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Classification	Commercial Road Transport > Commercial Road Transport Skills
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Available grade	Achieved
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Guidance Information

- 1 Legislation, regulations and/or industry standards relevant to this unit standard include but are not limited to the:
Health and Safety at Work Act 2015;
Land Transport Act 1998;
Land Transport (Offences and Penalties) Regulations 1999;
Land Transport Rule: Work Time and Logbooks 2007 (the Rule).

Any existing, new, amended, or replacement legislation, standards, codes of practice, or Waka Kotahi NZ Transport Agency requirements or conditions affecting this unit standard will take precedence for assessment purposes, pending review of this unit standard.

- 2 **Definition**
Legislation and legal requirements refer to requirements contained in applicable legislation and/or Land Transport Rules.
- 3 **Assessment information**
Only logbooks in a form prescribed in the legislation are to be used in assessment against this unit standard. When assessing against outcome 6 for either driver licensing purposes or as a result of a Court directive, assessors are to use simulated scenarios, using photocopies or scanned copies of blank logbook pages for either of the two prescribed forms of logbook.

Assessment against outcome 6 should involve a practical exercise using paper-based log pages in order to produce further evidence to confirm the candidate understands the legislative requirements. It is recommended candidates have exposure to electronic logbooks for awareness and potential future practices.

- 4 Where a candidate is being assessed against this unit standard for either:
- a driver licensing purposes; or
 - b as a result of a Court directive to undergo a work time and logbook course; they must have completed the minimum training course requirements as determined by Waka Kotahi prior to commencing assessment.

Outcomes and performance criteria

Outcome 1

Identify causes and symptoms of fatigue, and effects of fatigue on driving performance.

Performance criteria

- 1.1 Four causes of fatigue are identified.
- 1.2 Six symptoms of fatigue are identified.
- 1.3 Six effects of fatigue on driving performance are identified.

Outcome 2

Describe life management skills and work related measures that can be implemented to prevent fatigue.

Performance criteria

- 2.1 Six life management skills that can be used to prevent fatigue are described.
- 2.2 Six work related measures that can be implemented to prevent fatigue are described.

Outcome 3

Identify the work time requirements and penalties prescribed by legislation.

Performance criteria

- 3.1 Time related terms critical to understanding work time provisions are identified and consistent with legislation.
- 3.2 Work time limits and rest requirements are identified consistent with legislation.
- 3.3 Categories of vehicles for which the drivers are subject to work time restrictions are identified consistent with legislation.

- 3.4 Circumstances are identified where exceeding the prescribed work time restrictions is permitted consistent with legislation.
- 3.5 Penalties for breaches of work time restrictions are identified consistent with legislation.

Outcome 4

Identify driver logbook requirements and associated penalties prescribed by legislation.

Performance criteria

- 4.1 Categories of vehicles for which drivers are required to maintain driver logbooks are identified consistent with legislation.
- 4.2 Four situations where drivers are exempt from logbook requirements are identified consistent with legislation.
- 4.3 The prescribed form of logbooks is identified consistent with legislation.
- 4.4 Requirements for information to be recorded in the driver logbook are identified consistent with legislation.
- Range identification of driver, accuracy and legibility, time periods to be covered, recording of work and rest times, identification of start and finish times and locations for each work and rest period, information to be recorded for a delay.
- 4.5 Penalties for failing to maintain a driver logbook are identified consistent with legislation.

Outcome 5

Describe the management of work time records contained in driver logbooks, and identify associated penalties prescribed by legislation.

Performance criteria

- 5.1 Management of driver logbooks is described consistent with legislation.
- Range time periods for retention of logbooks; driver, employer and enforcement copies of logbook pages; period to be covered by logbook entries; availability of logbook for enforcement inspection.
- 5.2 Penalties for non-compliance are identified consistent with legislation.

Outcome 6

Complete and present driver logbook entries.

Performance criteria

- 6.1 Driver logbook entries are completed which includes all mandatory information consistent with legislation.
- 6.2 Driver logbook entries are presented accurately which reflects the activities undertaken consistent with legislation.

Planned review date	31 December 2027
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Status information and last date for assessment for superseded versions

Process	Version	Date	Last Date for Assessment
Registration	1	21 September 2007	31 December 2013
Review	2	17 May 2012	31 December 2017
Review	3	16 April 2015	31 December 2024
Review	4	30 June 2022	N/A

Consent and Moderation Requirements (CMR) reference	0014
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This CMR can be accessed at <http://www.nzqa.govt.nz/framework/search/index.do>.

Comments on this unit standard

Please contact Hanga-Aro-Rau Manufacturing, Engineering and Logistics Workforce Development Council qualifications@hangaarorau.nz if you wish to suggest changes to the content of this unit standard.