

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

<b>Purpose</b>	<p>This unit standard is for drivers of motor vehicles who must comply with work time legislation.</p> <p>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 driver logbook entries.</p>
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<b>Classification</b>	Commercial Road Transport > Commercial Road Transport Skills
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<b>Available grade</b>	Achieved
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**Explanatory notes**

- 1 Legal requirements relevant to this unit standard include:  
Land Transport Act 1998;  
Land Transport (Offences and Penalties) Regulations 1999.  
Land Transport Rule: Work Time and Logbooks 2007 (the Rule).
- 2 Any existing, new, amended, or replacement legislation, standards, codes of practice, or NZ Transport Agency requirements or conditions affecting this unit standard will take precedence for assessment purposes, pending review of this unit standard.
- 3 Definition  
*Legislation* and *legal requirements* refer to requirements contained in applicable legislation and/or Land Transport Rules.
- 4 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 in order to produce further evidence to confirm the candidate understands the legislative requirements.

- 5 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 NZTA prior to commencing assessment.

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## Outcomes and evidence requirements

### Outcome 1

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

#### Evidence requirements

- 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.

#### Evidence requirements

- 2.1 The description includes six life management skills that can be used to prevent fatigue.
- 2.2 The description includes six work related measures that can be implemented to prevent fatigue.

### Outcome 3

Identify the work time requirements and penalties prescribed by legislation.

#### Evidence requirements

- 3.1 Time related terms critical to understanding work time provisions are defined 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.

#### **Evidence requirements**

- 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.

#### **Evidence requirements**

- 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 driver logbook entries.

**Evidence requirements**

- 6.1 Completion of driver logbook entries includes all mandatory information consistent with legislation.
- 6.2 Presentation of driver logbook entries accurately reflects the activities undertaken consistent with legislation.

<b>Planned review date</b>	31 December 2019
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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	NA

<b>Consent and Moderation Requirements (CMR) reference</b>	0092
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This CMR can be accessed at <http://www.nzqa.govt.nz/framework/search/index.do>.

**Please note**

Providers must be granted consent to assess against standards (accredited) by NZQA, before they can report credits from assessment against unit standards or deliver courses of study leading to that assessment.

Industry Training Organisations must be granted consent to assess against standards by NZQA before they can register credits from assessment against unit standards.

Providers and Industry Training Organisations, which have been granted consent and which are assessing against unit standards must engage with the moderation system that applies to those standards.

Requirements for consent to assess and an outline of the moderation system that applies to this standard are outlined in the Consent and Moderation Requirements (CMR). The CMR also includes useful information about special requirements for organisations wishing to develop education and training programmes, such as minimum qualifications for tutors and assessors, and special resource requirements.

**Comments on this unit standard**

Please contact NZ Motor Industry Training Organisation (Incorporated) at [info@mito.org.nz](mailto:info@mito.org.nz) if you wish to suggest changes to the content of this unit standard.