

# **Information for Candidates**

## **ADR: The Carriage of Dangerous Goods By Road (Driver Training) Regulations**

### **Introduction**

The 2007 Regulations cover the training of drivers of vehicles carrying dangerous goods in tanks or tank containers and in packages. In order to be legally qualified to drive a vehicle carrying dangerous goods, a driver must be in possession of an ADR vocational training certificate issued under appropriate UK regulations.

A VTC is valid for five years from the date of issue. This may be extended during the final twelve months of validity for a further period of five years, from the date of expiry, by the holder undertaking and passing the appropriate refresher training and examinations.

The 2007 regulations (as amended) require drivers engaged in the carriage of dangerous goods to be given adequate instruction and training. This is to enable them to understand the nature of the dangers to which particular dangerous goods being carried may give rise, the action to be taken in an emergency concerning them and their duties under the Health & Safety at Work etc Act 1974.

SQA is the appointed Agent of the Department for Transport. It is responsible for matters relating to approved centres, examinations, the issue of results and arrangements for the issue of VTCs to successful candidates

### **Training Courses**

To qualify for an ADR vocational training certificate, drivers must undertake a course of training at a centre approved by the Department for Transport and pass the examinations relevant to the class(es) of dangerous goods to be carried. A centre should be approached in order to find out the cost of training and the availability of courses.

Candidates undertaking a course of training should either receive a copy of the course programme or it should be displayed in the classroom.

There are three routes to a Vocational Training Certificate. The minimum number of components required in order to qualify for a Vocational Training Certificate are as follows:

## **Route 1**

Core examination pass  
plus  
Tanks examination pass  
And/or  
Packages  
plus  
At least one 'class specific' examination pass

## ***Route 2***

Suitable for those attending a course leading to all of Classes 2 to 6, 8 and 9.

Core module examination pass

Tanks module examination pass  
and/or  
Packages module examination pass  
plus  
Classes Common Characteristics examination pass  
plus  
Classes Group A examination pass  
(Classes 2, 3, 6, and 8)  
and/or  
Classes Group B examination pass  
(Classes 4, 5, and 9)

## ***Route 3***

Suitable for those requiring only Class 1 and/or Class 7.

Core module examination pass  
plus  
Class 1 module examination pass  
and/or  
Class 7 module examination pass

Those drivers who complete certification via Route 3 and who subsequently require further classes, must also take and gain an examination pass in the Packages examination paper in order to update their certificate.

It is only possible to renew the classes listed on the Vocational Training Certificate. Additional classes can only be added by undertaking an Initial Training Course.

If a driver undertakes refresher training for components which were not listed on the original Vocational Training Certificate, these additional components will be marked as failed. Any new Vocational Training Certificate will not include these components.

## Classes of Dangerous Goods

There are nine UN Classes of Dangerous Goods as follows:

- Class 1 Explosives
- Class 2 Gases
- Class 3 Flammable Liquids
- Class 4 Flammable Solids
- Class 5 Oxidising Substances & Organic Peroxides
- Class 6 Toxic and Infectious Substances
- Class 7 Radioactives
- Class 8 Corrosive Substances
- Class 9 Miscellaneous Substances

## Examinations

All examinations are to be completed using black ink on a multiple-choice Candidate Examination Response Sheet. Drivers should enter their full name and driver number and the course and paper number in the spaces provided. The invigilator should explain how to do this at the start of the examination. Candidates should ensure that they are aware of which paper they are taking, details of which will be found on the front of the examination paper. After completing the examination each Candidate Examination Response Sheet used should be signed and dated.

Drivers must also complete a cover sheet containing their Driver Number, Name, Address, Nationality, Sex, and Date of Birth. **The address given must be the same as the address on the driver's current driving licence.** If these addresses do not match, a VTC will not be issued.

The examination papers are as follows:

- 001 – General Core Requirements
- 002 – Tanker Specialism
- 003 – Packages Core Requirement
- 004 – Class 1 Explosives
- 005 – Class 2 Gases
- 006 – Class 3 Flammable Liquids
- 007 – Class 4 Flammable Solids
- 008 – Class 5 Oxidising Substances and Organic Peroxides
- 009 – Class 6 Toxic and Infectious Substances
- 010 – Class 7 Radioactives
- 011 – Class 8 Corrosive Substances
- 012 – Class 9 Miscellaneous Substances
- 013 – Classes Common Characteristics
- 014 – Classes Group A (Classes 2, 3, 6 and 8)
- 015 – Classes Group B (Classes 4, 5 and 9)

There are three exam paper series A, B or C, the paper being sat should be notified on the Examination Response Sheet.

## **Examination Results**

The examinations are intended primarily for those drivers holding GB or Northern Ireland driving licences. Applicants from EU Countries (irrespective of whether that Country is a signatory to ADR) and Countries outside the EU may also apply to sit the examination, in the UK, if they meet the criteria in section 4.21 of the Manual of Practice.

All candidates will receive from notification of their results through the approved training provider. The only certificate issued by the DVLA/DVA is the VTC itself

## **Examination Queries**

All correspondence with respect to examination entries and results should be directed to the training provider in the first instance, who will undertake queries on behalf of the candidate. The candidate should not contact SQA or any other authority.

## **Issue of VTCs**

Successful candidates holding either a GB or Northern Ireland driving licence will receive a VTC. This is sent directly from the DVLA to GB licence holders or from the DVA for Northern Ireland licence holders. The VTC will be sent to the address held on their database as appropriate. This is the address on the driver's current driving licence. It is not possible for a VTC to be sent to any other address.

Each VTC contains an Issue Number which indicates how many certificates a driver has been issued in the past. Only the latest certificate is valid and any previously issued ones should be destroyed. If a candidate has a problem with their certificate, they should seek the assistance of the ADR Team at SQA in the first instance.

Successful candidates who hold non-UK licences will receive a VTC. This will be sent directly from DVLA to the address notified to SQA as checked by the Training Provider. The VTC will be valid for 5 years in line with those issued to GB and Northern Ireland licence holders.

## **Adding Classes to a VTC**

It is possible to add further classes on to an existing VTC at any point before its expiry date. Drivers wishing to add classes of dangerous goods onto their VTC must undertake an Initial Training Course for those classes and successfully complete the appropriate examinations. A new VTC will then be issued with the same date of expiry as the original one. The additional classes will only be valid until this date, and should be refreshed along with the rest of the VTC.

## **Replacement of a VTC**

Damaged or stolen VTCs may be replaced. GB driving licence holders should contact SQA (details given below) requesting an application form for a replacement certificate. A fee of £10.00 be payable by cheque or postal order for the replacement. Northern Ireland licence holders should apply to the DVA.

## **Change of Name or Address on a VTC**

In order to change the name or address on a VTC, the driving licence must be sent to DVLA (if a GB licence holder) or the DVA (if a Northern Ireland licence holder) as instructed on the reverse of the driving licence. Do **not** send the VTC itself, a new one will be issued with your driving licence. A new driving licence and VTC will be issued by the DVLA or DVA as appropriate. Please note that it is an offence under the Road Traffic Act 1988 Section 99 (4 and 5) not to surrender a licence to notify a change of address.

## **Renewal of VTCs**

In order to renew a VTC, it will be necessary to undertake a Refresher Training Course at an approved centre within the last year of the certificate validity, and to pass the examinations relevant to the classes of dangerous goods to be carried. A renewal certificate will only apply to the classes on the existing VTC. New classes and/or containment can only be added by undertaking Initial Training Courses. Candidates are recommended to make arrangements to renew certificates well before the expiry date. Failure in a compulsory module would extend the time period required to renew a VTC.

Failure to undertake refresher training prior to the VTC expiry date will require the successful completion of an Initial Training Course (not a Refresher Course) before a new certificate can be issued.

Failure in any refresher module requires the candidate to undertake a full Initial Training Course and examinations for those modules affected.

## **Contacts**

### **Department for Transport (DfT) and Health and Safety Executive Northern Ireland (HSENI)**

The DfT should only be contacted for information relating to the application of the Regulations concerning dangerous goods. The Dangerous Goods Division can be contacted on 020 7944 2755 or at [dangerousgoods@dft.gsi.gov.uk](mailto:dangerousgoods@dft.gsi.gov.uk) for the above information.

The contact in HSENI is the Transport and Public Utilities Group, telephone 0289 024 3249.

### **DVLA**

The DVLA is responsible for the despatch of Vocational Training Certificates successful candidates holding GB and non-UK driving licences:

DVLA  
Swansea  
SA6 7JL

Driver enquiries: 08702 400 009  
Vehicle enquiries: 08702 400 010

### **DVA**

The DVA is responsible for the despatch of VTCs to successful candidates holding Northern Ireland driving licences:

DVA  
Driver Licensing Division  
County Hall  
Castlerock Road  
Coleraine  
BT51 3TB

Tel: 0287 034 1386 or 0287 032 5766

### **SQA**

For further information about where you can gain these qualifications, or details of how to replace a lost or damaged VTC, please contact:

Testing Services - ADR Team  
Optima Building  
58 Robertson Street  
Glasgow  
G2 8DQ  
Tel: 0845 279 1000  
Fax: 0845 213 5000

Email : [adr@sqa.org.uk](mailto:adr@sqa.org.uk)

