

**DRIVING INSTRUCTOR
STANDARDS IN EUROPE**

EU MERIT Project

MERIT

Minimum European Requirements
for driving Instructor Training

**RESULTS OF
THE EU MERIT PROJECT
QUESTIONNAIRE SURVEY:**

Driving instructor standards in Europe

Author: Nick Sanders, CIECA

November 10, 2004

TABLE OF CONTENTS

1. INTRODUCTION	3
2. ACCESS CRITERIA FOR APPLICANT DRIVING INSTRUCTORS	4
2.1 Subjects addressed:	4
2.2 Results:.....	4
2.3 Comments:	8
3. TRAINING OF DRIVING INSTRUCTORS	9
3.1 Subjects addressed:	9
3.2 Results:.....	9
4. TESTING OF DRIVING INSTRUCTORS	15
4.1 Subjects addressed:	15
4.2 Results:.....	15
5. ONGOING TRAINING FOR DRIVING INSTRUCTORS	23
5.1 Subjects addressed:	23
5.2 Results:.....	23
6. QUALITY CONTROL OF DRIVING INSTRUCTORS AND DRIVING SCHOOLS	26
6.1 Subjects addressed:	26
6.2 Results:.....	26
6.3 Comments:	28
Annex I: Questionnaire Survey.....	29
Annex II: Training methods	40
Annex III: Survey contributors	41

1. INTRODUCTION

The MERIT Project on future standards for Category B driving instructors is an EU project financed by the European Commission. The project and its recommendations will be based on two primary data sources:

1. information on current norms and standards for driving instructors in Europe
2. research in the field of driver behaviour and road safety

2 workshops with stakeholders will discuss these reports before MERIT issues its recommendations.

In order to gain an overview of current norms and standards for driving instructors, a pan-European questionnaire survey was carried out (see annex 1). The survey was answered either by government bodies (ministries, agencies, etc) and/or by national driving school associations. This report contains the results of the survey.

A total of 30 European countries were sent the questionnaire survey in late March 2004. As of November 1 2004, 27 countries had responded, as below.

1. Austria	Y	16. Latvia	Y
2. Belgium	Y	17. Liechtenstein	
3. Cyprus	Y	18. Lithuania	Y
4. Czech Republic	Y	19. Luxembourg	Y
5. Denmark	Y	20. Malta	Y
6. Estonia	Y	21. Netherlands	Y
7. Finland	Y	22. Northern Ireland	Y
8. France	Y	23. Norway	Y
9. Germany	Y	24. Poland	Y
10. Great Britain	Y	25. Portugal	Y
11. Greece	Y	26. Slovakia	Y
12. Hungary	Y	27. Slovenia	
13. Iceland		28. Spain	Y
14. Ireland	Y	29. Sweden	Y
15. Italy	Y	30. Switzerland	Y

Y = Yes

2. ACCESS CRITERIA FOR APPLICANT DRIVING INSTRUCTORS

2.1 Subjects addressed:

- ✓ Minimum age
- ✓ Length of school education
- ✓ Driving experience
- ✓ Driving licences held
- ✓ Medical test
- ✓ Absence of traffic offences
- ✓ Good reputation

2.2 Results:

Minimum age

The minimum age allowed to become a driving instructor ranges from 18 years old in Belgium, France and the Netherlands (i.e. no driving experience necessary) to 25 years old in Slovakia. The most common minimum age is 21 years old.

Country	Minimum age
Austria	21, or 20 for L17
Belgium	18
Cyprus	24
Czech Republic	24
Denmark	21
Estonia	21
Finland	21
France	18
Germany	22
Great Britain	21
Hungary	22
Ireland	
Italy	21
Lithuania	
Luxembourg	20
Netherlands	18
Northern Ireland	21
Norway	21
Portugal	20
Slovakia	25
Spain	20
Sweden	21
Switzerland	21

Length of school education

There are no requirements concerning the length of school education in Denmark, Estonia, Great Britain, Greece, Northern Ireland and Slovakia. For the other countries, either a lower secondary level education (until 16 years old) or full school leaving age (18) is required.

Country	Length of school education
Austria	school leaving
Belgium	lower secondary level
Cyprus	school leaving
Czech Republic	school leaving
Denmark	
Estonia	
Finland	school leaving
France	lower secondary level
Germany	school leaving
Great Britain	
Greece	
Hungary	school leaving
Ireland	
Italy	school leaving
Latvia	school leaving
Lithuania	further education
Luxembourg	lower secondary level
Netherlands	lower secondary level
Northern Ireland	
Norway	school leaving or equivalent professional experience
Poland	school leaving
Portugal	school leaving
Slovakia	
Spain	lower secondary level
Sweden	school leaving
Switzerland	school leaving

Driving experience

No driving experience is required in Belgium, France, Greece, Italy, Netherlands and Spain. Otherwise, the driving experience required (i.e. length of driving licence held) ranges from 2-5 years.

Country	Driving Experience
Austria	3 or 1 with vocational training
Belgium	
Cyprus	5
Czech Republic	3
Denmark	3
Estonia	3
Finland	3
France	
Germany	3 in last 5
Great Britain	4 in last 6 years
Greece	
Hungary	2
Ireland	
Italy	
Latvia	3
Lithuania	3
Luxembourg	2
Netherlands	
Northern Ireland	4
Norway	3
Poland	3
Portugal	2
Slovakia	3
Spain	
Sweden	3
Switzerland	3

Driving licences held

All countries require a driving licence to be held in the category for which they intend to instruct.

Medical test

Medical tests are not required in Austria, Great Britain, Greece, Latvia, Netherlands, Northern Ireland and Sweden. The tests required in other countries may be physical, psychological or both. Often, the medical test is the same as for Group II (professional) drivers.

Country	Medical test
Austria	
Belgium	
Cyprus	mental
Czech Republic	mental
Denmark	as EU's Group 2 drivers
Estonia	Medical Committee of Traffic test
Finland	same as Cat C professional drivers
France	as professional drivers
Germany	professional, physical and mental test
Great Britain	
Greece	
Hungary	
Ireland	
Italy	every 10 yrs for Cat B
Latvia	
Lithuania	
Luxembourg	physical and mental
Netherlands	
Northern Ireland	
Norway	like CAT D drivers
Poland	physical and mental
Portugal	
Slovakia	mental test
Spain	Group 2 equivalent
Sweden	
Switzerland	equivalent to test for professional drivers

Absence of traffic offences

There are no requirements with regard to the absence of traffic offences in the following countries: Belgium, Denmark, Greece, Hungary, Italy, Latvia, Lithuania, Netherlands, Poland, Spain and Sweden. As far as other countries are concerned, there may be one or more of the following requirements:

- No disqualification from driving permitted
- No convictions / offences (in the last X number of years)
- No dangerous or drink-driving offences
- An obligation to provide information on offences committed (to the relevant authorities)

In some countries, applicants (to become driving instructors) must prove that they do not have a criminal record.

Country	Absence of traffic offences?	Good reputation?
Austria	no major offences	must present document to certify
Belgium		
Cyprus	not convicted last 3yrs; dang driv, alcohol driv	certificate from police authorities
Czech Republic	no ban within last 3 years	
Denmark		
Estonia	last 5 years for drink-related s, no ban last 3yrs	
Finland	no more than 3 in last 5 yrs, no alcohol	
France	No offences at all	no criminal record
Germany	no major offences, to indicate unreliability	as above
Great Britain	No disqualification in last 4 years, no more than 6 penalty points	"Fit and proper person": convictions noted
Greece		Absence of criminal record
Hungary		
Ireland		
Italy		no criminal record
Latvia		
Lithuania		
Luxembourg	checked	no criminal record
Netherlands		
Northern Ireland	no more than 6 penalty points	fit and proper person
Norway	certificate of good conduct, inc. Info on offences	
Poland		
Portugal	no criminal record with regard to driving	
Slovakia	none in last 3 yrs	no criminal record
Spain		
Sweden		
Switzerland	not in previous year	

2.3 Comments:

“In the future we would like to abolish the access criteria to the profession. These criteria have no surplus value”.

Quotation from the Netherlands respondent (Ministry of Transport).

3. TRAINING OF DRIVING INSTRUCTORS

3.1 Subjects addressed:

- ✓ Obligatory training:
 - Requirement by law
 - Length of training
 - Training provider(s)
 - Training methods used
 - Content of training

- ✓ Situation regarding voluntary training

3.2 Results:

Obligatory training: requirement by law

Obligatory training is required by law in all countries with the exception of Belgium, Cyprus, Great Britain, Ireland, Italy, Netherlands and Northern Ireland.

Country	Training required by law?
Austria	YES
Czech Republic	YES
Denmark	YES
Estonia	YES
Finland	YES
France	YES
Germany	YES
Greece	YES
Hungary	YES
Latvia	YES
Lithuania	YES
Luxembourg	YES
Norway	YES
Poland	YES
Portugal	YES
Slovakia	YES
Spain	YES
Sweden	YES
Switzerland	YES
Belgium	NO
Cyprus	NO
Great Britain	NO
Ireland	NO
Italy	NO
Netherlands	NO
Northern Ireland	NO

Length of training (where obligatory)

It is difficult to compare the length of training from one country to another, due to the different methods each country uses to determine the length. Length of training may be expressed in hours, months or years, or in terms of self-study and seminars.

Country	Length of obligatory training
Austria	6 months
Czech Republic	230 hours
Denmark	6 months
Estonia	
Finland	1,5 yrs
France	600 hours
Germany	10 months – 2 years
Greece	1 year
Hungary	294 hours
Latvia	154hrs
Lithuania	200hrs
Luxembourg	3 years
Norway	2 yrs
Poland	4 months
Portugal	280 hours
Slovakia	230hrs
Spain	4 months correspondence, 10wks presence
Sweden	800 or 1.5 years
Switzerland	820-870 hours

Training providers (obligatory training)

Obligatory training is provided by a range of different organisations, companies and individuals, such as central or local government training colleges, private companies, driving schools or individual driving instructors.

Country	Which training providers?	Other / Additional information
Austria	private institute	ADIs ¹
Czech Republic	ADIs, each driving school	
Czech Republic	local govt colleges	and private institutes and ADIs> all accredited
Denmark	ADIs	
Estonia	ADIs	
Finland	govt training institute	
France	private institute	
Germany	private institute	and other qualified instructors
Germany	private institute	
Greece	private institute	
Hungary	govt training institute	private institutes and ADIs
Latvia	private institute	
Lithuania	local govt colleges	higher education colleges for initial education
Luxembourg	ADIs	
Norway	local govt colleges	
Poland	private institute	
Portugal	other	orgs from automobile sector accredited
Slovakia	other	SKVZA
Spain	private institute	govt centre for seminars
Sweden	local govt colleges	
Switzerland	private institute	certification in progress

ADIs = Approved Driving Instructors

Training methods used (obligatory training)

The most common method used in obligatory training is *seminars*, followed by *on-road training with an instructor*, *self-study*, *on-road training with learner drivers*, *track manoeuvres* and *training with groups of young drivers*. Little use is made of online training or driving simulators across Europe.

See annex for table of results.

Content of Training (where obligatory)

Questions relating to the content of each cell of the GDE Matrix were included in the questionnaire. Respondents were asked to state if, and to what extent, each cell was covered in obligatory training in their country (none at all, a little, average, considerably). The following table shows each cell of the GDE matrix and the mean coverage of each cell in training across all the countries surveyed. (This was calculated by making “none at all” = 0, “a little” = 1, “average” = 2, and “considerably” = 3).

¹ ADI= Approved Driving Instructor

	Knowledge & Skills	Risk Awareness	Self-evaluation
Level 4: Personal characteristics and attitudes	1.53	1.68	1.68
Level 3: Journey-related context and motives	2.00	2.21	1.58
Level 2: Mastery of traffic situations	2.32	2.16	1.89
Level 1: Vehicle Manoeuvring	2.21	2.47	1.74

Note that training, as a general trend across Europe, tends to focus more on the lower left hand corner of the matrix than on the outer and upper levels. The coverage of each cell in training varies from country to country, however, and the following sections look at which countries score high or low. An additional section on environmentally friendly driving, and teaching methods, are added, as these areas do not fit obviously into the GDE matrix.

Training on levels 3 and 4 of the GDE matrix

The coverage of training on the higher levels of the GDE matrix varies from low (Spain, Austria, Denmark and Lithuania) to very high (Germany, Slovakia, Switzerland and Hungary).

Country	Mean
Germany	3
Slovakia	3
Hungary	2,67
Switzerland	2,67
Estonia	2,33
Finland	2
Norway	2
Sweden	2
Portugal	1,83
France	1,67
Greece	1,67
Poland	1,67
Czech Republic	1,33
Latvia	1,33
Luxembourg	1,17
Austria	1
Denmark	1
Lithuania	1
Spain	0,5

3 = considerable focus, 0 = no focus at all

Training on environmentally friendly driving

All countries with obligatory training for driving instructors include environmentally-friendly driving. Countries such as Germany, Greece and Slovakia claim to cover it considerably; other countries such as Sweden, Poland, France and Denmark cover it only a little.

Country	Training on environmentally-friendly driving techniques
Germany	3
Greece	3
Slovakia	3
Estonia	2
Finland	2
Hungary	2
Lithuania	2
Luxembourg	2
Norway	2
Portugal	2
Spain	2
Switzerland	2
Austria	1
Czech Republic	1
Denmark	1
France	1
Latvia	1
Poland	1
Sweden	1

3 = considerable focus, 0 = no focus at all

Training on teaching methods

Training on teaching methods is important for the driving instructors' ability to coach learner drivers, to question, encourage self-reflection and to give feedback. The questionnaire asked to what extent applicant driving instructors are trained in:

- Basic teaching methods (in-car)
- Advanced teaching methods (coaching)
- Teaching groups of learner drivers

Overall, teaching methods are covered the most in countries such as Norway, Germany and Slovakia, and least in Luxembourg and Austria.

Basic teaching methods are covered only a little in Finland, Luxembourg and Portugal, and only 9/20 countries cover basic teaching "considerably".

Country	Basic teaching methods
Czech Republic	3
Germany	3
Greece	3
Hungary	3
Latvia	3
Norway	3
Slovakia	3
Spain	3
Switzerland	3
Austria	2
Denmark	2
Estonia	2
France	2
Poland	2
Sweden	2
Finland	1
Luxembourg	1
Portugal	1

3 = considerable focus, 0 = no focus at all

Unsurprisingly, several countries have no advanced teaching in training. Training to teach groups varies from “none at all” (in Luxembourg) to “considerably” in 10 European countries. (Depending on the structure of driver training, teaching groups may not be required of a driving instructor in some countries).

Voluntary training

Voluntary training is available in all countries surveyed, where obligatory training is not required by law. The (approximate) percentages of applicants following voluntary training vary from country to country, as below:

Country	% following voluntary training?
Great Britain	100
Ireland	75
Netherlands	98
Northern Ireland	90
Cyprus	75
Italy	70
Belgium	unknown

Only Great Britain and Italy monitor the providers of voluntary training.

4. TESTING OF DRIVING INSTRUCTORS

4.1 Subjects addressed:

- ✓ Obligatory testing?
- ✓ Theory / practice specialisations
- ✓ Testing organisations
- ✓ Content of testing
- ✓ Practical and theoretical testing methods
- ✓ Relative weighting of theory and practice
- ✓ Relative importance of various driving instructor skills
- ✓ Rules regarding time allowed to pass the test, maximum number of repeats and waiting times

4.2 Results:

Obligatory testing

An obligatory test, to become a driving instructor, exists in all countries surveyed, with the exception of Sweden, Lithuania and Ireland. Sweden and Lithuania have a system of ongoing assessment in their obligatory training for instructors (in place of an examination). Ireland has, at this moment, neither obligatory training nor testing for driving instructors.

Theory / practice specialisations

The vast majority of countries surveyed have only one type of driving instructor, namely a combined theory and practical instructor. However, the following countries allow for theory-only and practice-only instructors: Austria, Belgium, Czech Republic, Italy and Latvia.

Driving Instructor testing organisations

The organisation responsible for testing driving instructor candidates is generally the official driver testing authority, a government committee and/or local/regional government.

Country	Org responsible for testing
Austria	driver testing authority
Belgium	govt committee
Cyprus	driver testing authority
Czech Republic	regional government committee
Denmark	govt committee
Estonia	Committee of Institute of Higher Education
Finland	govt committee
France	govt acc organisation
Germany	govt committee
Great Britain	driver testing authority
Greece	govt acc organisation
Hungary	driver testing authority
Italy	local government
Latvia	driver testing authority
Lithuania	
Luxembourg	govt committee
Netherlands	govt acc organisation
Northern Ireland	driver testing authority
Norway	govt acc organisation
Poland	regional govt committee
Portugal	govt committee
Slovakia	govt committee
Spain	driver testing authority
Sweden	
Switzerland	driver testing authority, govt accredited organisations and Swiss ADI quality control commission

Content of Testing

Questions relating to the content of each cell of the GDE Matrix were included in the questionnaire. Respondents were asked to state if, and to what extent, each cell was covered in obligatory testing in their country (none at all, a little, average, considerably). The following table shows each cell of the GDE matrix and the mean coverage of each cell in training across all the countries surveyed. (This was calculated by making “none at all” = 0, “a little” = 1, “average” = 2, “considerably” = 3).

	Knowledge & Skills	Risk Awareness	Self-evaluation
Level 4: Personal characteristics and attitudes	1.17	1.39	1.43
Level 3: Journey-related context and motives	1.91	1.96	1.35
Level 2: Mastery of traffic situations	2.30	2.43	1.65
Level 1: Vehicle Manoeuvring	2.30	2.26	1.78

Note that testing, as a general trend across Europe, tends to focus more on the lower left hand corner of the matrix than on the outer and upper levels. However, the coverage of each cell in training varies from country to country, and the following sections look at which countries score high or low. An additional section on environmentally friendly driving, and teaching methods, are added, as these areas do not fit obviously into the GDE matrix.

Testing on levels 3 and 4 of the GDE matrix

The coverage of testing on the higher levels of the GDE matrix varies from zero or very low (in the Czech Republic, Great Britain, Belgium, Northern Ireland and Spain) to high (Netherlands, Germany, Slovakia, Hungary, Estonia and Switzerland).

Country	Mean of levels 3 and 4 coverage in test
Netherlands	3,00
Germany	2,83
Slovakia	2,83
Hungary	2,67
Estonia	2,50
Switzerland	2,50
Cyprus	2,50
Norway	2,00
Greece	1,67
Poland	1,67
Finland	1,50
Latvia	1,33
France	1,33
Portugal	1,33
Denmark	1,17
Italy	1,17
Austria	1,00
Luxembourg	0,83
Spain	0,50
Northern Ireland	0,33
Belgium	0,33
Great Britain	0,33
Czech Republic	0,00

Testing on environmentally friendly driving

Environmentally friendly driving techniques and knowledge are tested to varying degrees across Europe. Countries such as Finland, Hungary, Slovakia and Estonia cover it to a high degree in the test, in contrast to countries such as France, Denmark, Austria and Belgium who only test it to a small degree.

Country	Testing on environmentally-friendly driving techniques
Cyprus	3
Estonia	3
Finland	3
Hungary	3
Netherlands	3
Slovakia	3
Germany	2
Italy	2
Northern Ireland	2
Portugal	2
Spain	2
Switzerland	2
Austria	1
Belgium	1
Czech Republic	1
Denmark	1
France	1
Great Britain	1
Latvia	1
Luxembourg	1
Norway	1
Poland	1
Greece	

3 = considerable focus, 0 = no focus at all

Testing on teaching methods

The questionnaire asked to what extent applicant driving instructors are tested on:

- Basic teaching methods (in-car)
- Advanced teaching methods (coaching)
- Teaching groups of learner drivers

Overall, teaching methods are tested the most in countries such as Finland, Germany, Norway and Slovakia, and the least in Luxembourg and Italy.

Basic teaching methods are tested only a little in the Czech Republic, Luxembourg and Portugal, whereas 14 countries test basic teaching “considerably”.

Country	Basic teaching methods: in-car instruction and feedback
Belgium	3
Finland	3
France	3
Germany	3
Great Britain	3
Greece	3
Hungary	3
Latvia	3
Netherlands	3
Northern Ireland	3
Norway	3
Slovakia	3
Spain	3
Switzerland	3
Austria	2
Cyprus	2
Denmark	2
Estonia	2
Italy	2
Poland	2
Czech Republic	1
Luxembourg	1
Portugal	1

3 = considerable focus, 0 = no focus at all

Practical testing methods

Practical testing of driving instructor candidates tends to be in the form of on-road driving with an examiner, and often with a learner driver on-board.

Theory testing methods

In the majority of countries surveyed, the theory test is carried out in the form of an oral AND written test. Exceptions to this include Finland (written test only), Hungary, Spain and Latvia (oral test only) and the Netherlands and Northern Ireland (computerised test only).

Written (or computer-based tests) may be either multiple choice or open, essay-style questions.

Relative weighting of theory and practical test components

The weighting of theory in relation to practice in the test (i.e. the relative importance of the two for passing the test) varies considerably from one country to another. Countries such as Portugal, Great Britain and Northern Ireland focus more on the practical aspects of testing, whereas Norway stresses almost exclusively the theoretical part of the test.

Country	relative weight practical	relative weight theory
Portugal	75	25
Great Britain	67	33
Northern Ireland	66	34
France	60	40
Latvia	60	40
Spain	60	40
Estonia	50	50
Switzerland	50	50
Finland	50	50
Cyprus	50	50
Poland	50	50
Germany	40	60
Czech Republic	40	60
Luxembourg	40	60
Hungary	40	60
Slovakia	30	70
Austria	30	70
Denmark	25	75
Czech Republic	20	80
Belgium	20	80
Norway	10	90

The respondents were given the following four main skills required of a driving instructor, and were asked to rank each skill in order of importance (1= most important skill, 4= least important skill):

- Teaching ability
- Driving ability
- Assessment skills
- Knowledge of curriculum

The majority of countries rated *teaching ability* as the most important skill for a driving instructor. In contrast, Austria and Italy considered teaching ability to be the least important of the four skills (ranking *knowledge of the curriculum* as the most important factor).

Greece and Luxembourg considered *driving ability* to be the most important skill for a driving instructor.

Country	teaching ability	driving ability	assessment skills	knowledge of curriculum
Cyprus	1	2	3	4
Czech Republic	1	1	3	2
Czech Republic	1	2	3	4
Denmark	1	4	3	2
Estonia	1	2	3	4
Finland	1	3	2	4
France	1	3	2	4
Hungary	1	2	3	4
Norway	1	2	3	
Poland	1	4	3	2
Spain	1	2	3	
Switzerland	1	2	1	1
Belgium	2	4	3	1
Greece	2	1	3	4
Luxembourg	3	1	4	3
Austria	4	2	3	1
Italy	4	2	2	1

5. ONGOING TRAINING FOR DRIVING INSTRUCTORS

5.1 Subjects addressed:

- ✓ Ongoing training required by law?
- ✓ Availability and participation in voluntary ongoing training
- ✓ Ongoing training providers
- ✓ Content of ongoing training
- ✓ Regularity of ongoing training
- ✓ Failure to participate in obligatory ongoing training

5.2 Results:

Ongoing training required by law?

Ongoing training is obligatory in all 3 Baltic States, Germany, Switzerland, Hungary, Netherlands and Portugal. Failure to attend obligatory ongoing training in these countries results in suspension and/or withdrawal of driving instructor permit.

Country	Ongoing training required by law?
Estonia	YES
Germany	YES
Hungary	YES
Latvia	YES
Lithuania	YES
Netherlands	YES
Portugal	YES
Switzerland	YES
Austria	NO
Belgium	NO
Cyprus	NO
Czech Republic	NO
Denmark	NO
Finland	NO
France	NO
Great Britain	NO
Greece	NO
Ireland	NO
Italy	NO
Luxembourg	NO
Northern Ireland	NO
Norway	NO
Poland	NO
Slovakia	NO
Spain	NO
Sweden	NO

Availability and participation in voluntary ongoing training

There are 18 countries where ongoing training is not obligatory, and voluntary training is available in 11 of them. Participation in voluntary training varies in these 10 countries from an estimated 5% in Great Britain to 90% and 100% in Norway and France respectively.

Neither obligatory or voluntary ongoing training for driving instructors exists in Denmark, Greece, Poland, Italy, Slovakia, Cyprus and Spain.

Country	Voluntary ongoing training available?	% of instructors following voluntary ongoing training (estimates)
France	YES	100
Norway	YES	90
Sweden	YES	80
Finland	YES	70
Ireland	YES	70
Luxembourg	YES	70
Northern Ireland	YES	10
Czech Republic	YES	5
Great Britain	YES	5
Belgium	YES	?
Austria	YES	?
Cyprus	NO	
Denmark	NO	
Greece	NO	
Italy	NO	
Poland	NO	
Slovakia	NO	
Spain	NO	

Providers of obligatory ongoing training

Training providers tend to be either government training institutes or private training companies. Sometimes qualified driving school personnel are also used.

Content of ongoing training

Ongoing training covers a wide range of issues, such as teaching skills, driving skills, traffic psychology, changes in regulations, specific themes (such as night driving) and assessment methods.

Regularity of obligatory ongoing training

Ongoing training takes place every year in Hungary and the Netherlands* and every 4 years in Germany. The remaining 5 countries hold training every 5 years.

Country	Regularity of training (every X years)
Hungary	1
Netherlands*	1
Germany	4
Estonia	5
Latvia	5
Lithuania	5
Portugal	5
Switzerland	5
* forthcoming system	

6. QUALITY CONTROL OF DRIVING INSTRUCTORS AND DRIVING SCHOOLS

6.1 Subjects addressed:

- ✓ Existence of quality control systems
- ✓ Quality controllers
- ✓ Inspection Content
- ✓ Regularity of inspections
- ✓ Test of continued ability

6.2 Results:

Existence of quality control systems

The following countries have quality control systems for driving instructors and driving schools. With the exception of Cyprus, all of the “Yes” countries’ systems are specific to driving schools and instructors, i.e. they are not generic systems such as ISO.

Country	Quality control system?
Cyprus	YES
Czech Republic	YES
Estonia	YES
Finland	YES
France	YES
Germany	YES
Great Britain	YES
Greece	YES
Hungary	YES
Latvia	YES
Lithuania	YES
Luxembourg	YES
Northern Ireland	YES
Norway	YES
Spain	YES
Sweden	YES
Switzerland*	YES
Austria	NO
Belgium	NO
Denmark	NO
Ireland	NO
Italy	NO
Netherlands	NO
Poland	NO
Portugal	NO
Slovakia	NO

* System currently being developed.

Inspection content

A combination of all or most of the following items are inspected as part of the quality control system:

- Facilities and equipment of driving school (19/22 responding countries)
- Condition of buildings and area (17/22)
- Condition of vehicles (17/22)
- In-car equipment (15/22)
- Instructor's qualifications (15/22)
- Practical training (18/22)
- Theory training (16/22)

Other items include alcohol testing and management of official documents.

Regularity of inspections

Inspections in the countries with quality control systems take place with the following frequencies:

Country	Regularity of inspections
Estonia	every year
Hungary	every year
Latvia	every year
Switzerland	every year
Lithuania	every year
Cyprus	every year
Germany	every 2 yrs
Norway	every 2 yrs
Northern Ireland	every 4 yrs
Great Britain	at least once every 4 years
Greece	irregularly, at least every 5 yrs
Luxembourg	irregularly, at least every 5 yrs
France	irregularly, at least every 5 yrs
Finland	irregularly, at least every 5 yrs
Czech Republic	irregularly, less than once every 5 years
Sweden	irregularly, less than once every 5 years
Spain	irregularly, less than once every 5 years

Test of continued ability

A test of continued ability for driving instructors exists in Great Britain (at least every 4 years), Northern Ireland (same) and Netherlands (soon to be replaced by yearly inspections). In the UK, instructors are graded from 1-6 according to ability (6 is the highest): lower grades must be tested more frequently (i.e. every 2 years, as opposed to every 4 years for higher grades).

Retesting of driving instructors existed (every 5 years) in the Czech Republic until 2000. It has since been scrapped.

6.3 Comments:

The Driving Standards Agency (DSA) in Great Britain is currently working on a project to redefine driver and instructor competencies and to set a new training and ongoing training curriculum for instructors.

Annex I: Questionnaire Survey

DRIVING INSTRUCTORS' QUESTIONNAIRE



DRIVING INSTRUCTORS QUESTIONNAIRE

The European Union MERIT project focuses on training and standards for Category B driving instructors. In mid-2005, MERIT will submit recommendations to the European Commission for future EU minimum requirements for driving instructors.

Your support and views are vital in this process. Please fill in this short questionnaire and return it by email to EU_MERIT_Project@hotmail.com.

Please return the questionnaire by **April 23, 2004**. This questionnaire is available in English, French and German and can be filled out in the following languages: English, French, German, Dutch, Spanish and Swedish.

NOTE: Please fill out the questionnaire based on official regulations in this sector, not the day-to-day practice. MERIT applies only to civilian instructors, i.e. it does NOT include the police or the military.

PLEASE NOTE THAT THIS IS AN ELECTRONIC QUESTIONNAIRE WHICH SHOULD BE FILLED IN ON YOUR PC AND RETURNED BY EMAIL. THANK YOU.

1. CONTACT DETAILS:

Country:

Name of organisation:

Name of respondent:

Role of respondent with respect to driving instructors:

Address:

Telephone (include international dialling code)

Fax:

Email:

Internet:

2. YOUR ORGANISATION:

Please define the role of your organisation with respect to the driving instructors' profession:

- | | |
|----------------------------|--------------------------|
| Ministry | <input type="checkbox"/> |
| Government Agency | <input type="checkbox"/> |
| Testing Authority | <input type="checkbox"/> |
| Driving School Association | <input type="checkbox"/> |
| Road Safety Organisation | <input type="checkbox"/> |
| Other | <input type="checkbox"/> |

If 'Other', please specify:

3. ACCESS / SELECTION CRITERIA FOR APPLICANT DRIVING INSTRUCTORS:

a) Are there access criteria in your country for persons wishing to become a driving instructor?

Yes No (please go to QUESTION 4)

b) If yes, what criteria must be fulfilled (not including any formal training to become a driving instructor)?

Minimum age
Please specify:

Length of school education
Please specify:

Type of schooling (or certificate)
Please specify:

Driving experience
Please specify:

Teaching experience
Please specify:

Driving licences held
Please specify:

Medical test (physical / mental)
Please specify:

Absence of traffic offences
Please specify:

Good reputation
Please specify:

Other
Please specify:

4. TRAINING OF DRIVING INSTRUCTORS:

a) Is training for applicant driving instructors obligatory (=required by law) in your country?

Yes (please go to 4e) No

b) If formal training is not obligatory, is such training available?

Yes No (please go to QUESTION 5)

Comments:

c) What percentage of applicants follow voluntary training? %

Is this percentage an estimate or based on statistics? Estimate Based on statistics

d)) Are providers of voluntary training monitored by the government? Yes No

e) How long does the training normally last? (Choose the line that suits your situation best)

Hours	Months
Days	Years

f) Which organisation(s) provides the training? (multiple answers possible)

		Is this organisation accredited?	
Government instructor training institute(s)	<input type="checkbox"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Local government (e.g. municipal) colleges	<input type="checkbox"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Private training institutes	<input type="checkbox"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Qualified driving instructors	<input type="checkbox"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Anyone	<input type="checkbox"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>

Other (please specify):

g) What training methods are used (please cross the corresponding box)? How significant are these methods in your overall training (in the second column: 1= most significant training method, 9= least significant training method)?

Training seminars (with other candidates)	<input type="checkbox"/>	e.g. 1
Self-study (home)	<input type="checkbox"/>	e.g. 2
Online (internet-based) training	<input type="checkbox"/>	e.g. 3
On-road training with learner driver	<input type="checkbox"/>	etc.
On-road training with instructor	<input type="checkbox"/>	
Driving simulators	<input type="checkbox"/>	
On-range (closed track) manoeuvres	<input type="checkbox"/>	
Training with groups of learner drivers	<input type="checkbox"/>	
Other	<input type="checkbox"/>	

If 'Other', please specify method:

h) To what extent are the following themes addressed in driving instructor **training**?

Please tick the corresponding box in the list below:

not at all a little average considerably

- | | | | | |
|---------------------------------------------------------------------------------------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| 1. Vehicle control skills and knowledge of physical laws | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. The risks of driving when tired or under the influence of alcohol | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. Self-assessment of ability to drive safely in traffic | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 4. Basic teaching methods: in-car instruction and feedback | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 5. Self-assessment of personal attitudes and goals in life and how they can affect driving | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 6. First-aid techniques | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 7. Self-critical thinking before and during driving (reasons for driving; physical and mental state) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 8. The dangers of insufficient safety margins | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 9. Teaching methods when dealing with GROUPS (e.g. theory classes) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 10. Hazard perception skills | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 11. Risks of not wearing a seatbelt | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 12. Vehicle maintenance skills | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 13. Knowledge of young people's lifestyle and typical driving behaviour | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 14. Advanced teaching: coaching methods | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 15. Knowledge of when to drive, and when not to drive | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 16. Self-assessment of ability to use vehicle controls safely | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 17. Awareness of how an individual's general attitudes and motives in life can pose a risk when driving | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 18. Knowledge of environmentally-friendly driving techniques | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

h) Do instructors receive a certificate after completing the training ?

Yes No

Comments:

5. TESTING OF DRIVING INSTRUCTORS:

a) Is there an obligatory test in your country to become a driving instructor?

Yes No (please go to QUESTION 6)

b) Do you have tests for 'theory-only' instructors, or 'practice-only' instructors (rather than combined theory-and-practice instructors)

Yes, theory-only
 Yes, practice-only
 No, tests are for combined theory-and-practice instructors

Comments:

c) Do successful candidates receive a certificate after passing the test? Yes No

d) Which organisation(s) or authority is responsible for the testing of driving instructors? (multiple answers possible)

National driver-testing authority
 Government committee
 Government- accredited organisation
 Private testing companies Are these companies accredited? Yes No
 Other

If 'Other', please specify:

Comments:

e) What themes are addressed in the driving instructor **test**?

Please tick the corresponding box in the list below:

	not at all	a little	average	considerably
1. Vehicle control skills and knowledge of physical laws	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. The risks of driving when tired or under the influence of alcohol	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Self-assessment of ability to drive safely in traffic	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Basic teaching methods:in-car instruction and feedback	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Self-assessment of personal attitudes and goals in life and how they can affect driving	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. First-aid techniques	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. Self-critical thinking before and during driving (reasons for driving; physical and mental state)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8. The dangers of insufficient safety margins	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9. Teaching methods when dealing with GROUPS (e.g. theory classes)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10. Hazard perception skills	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11. Risks of not wearing a seatbelt	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12. Vehicle maintenance skills	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

- | | | | | |
|---------------------------------------------------------------------------------------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| 13. Knowledge of young people's lifestyle and typical driving behaviour | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 14. Advanced teaching: coaching methods | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 15. Knowledge of when to drive, and when not to drive | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 16. Self-assessment of ability to use vehicle controls safely | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 17. Awareness of how an individual's general attitudes and motives in life can pose a risk when driving | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 18. Knowledge of environmentally-friendly driving techniques | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

f) In terms of the balance between theory (written or oral test) and practice (driving in traffic/on-range), the test contains:

- | | |
|--------------------------|--------------------------|
| Only theory | <input type="checkbox"/> |
| Only practice | <input type="checkbox"/> |
| Both practice and theory | <input type="checkbox"/> |

If the test consists of 'both practice and theory', please specify the relative weight of each part for passing the test (in approximate percentage terms):

Practice (driving in traffic / on-range)	%
Theory (written or oral test)	%
	= 100

The *theory* test (if applicable) consists of: (multiple responses allowed)

- | | |
|---------------------------------------------|--------------------------|
| An oral and written test | <input type="checkbox"/> |
| An oral test only | <input type="checkbox"/> |
| A written test (multiple choice) | <input type="checkbox"/> |
| A computerised test (multiple choice) | <input type="checkbox"/> |
| A written test (essays, open questions) | <input type="checkbox"/> |
| A written test (multiple choice and essays) | <input type="checkbox"/> |
| Hazard Perception Test (computerised) | <input type="checkbox"/> |
| Other | <input type="checkbox"/> |

If 'Other', please specify:

The *practical* test (if applicable) consists of:

- | | |
|-------------------------------------------------|--------------------------|
| Driving with a learner driver and examiner | <input type="checkbox"/> |
| Driving with an experienced driver and examiner | <input type="checkbox"/> |
| Driving with an examiner only | <input type="checkbox"/> |
| Other | <input type="checkbox"/> |

If 'Other', please specify:

g) Dividing the test into 4 main elements, how important is each one? Please rank in order of importance (1= most important, 4= least important).

The instructor's teaching ability e.g. 1
The instructor's driving ability e.g. 2
The instructor's assessment skills etc.
The instructor's knowledge of the curriculum

h) Is there a maximum time period allowed to pass all parts of the test? Yes No
If yes, please specify time period:

i) Is there a maximum number of attempts allowed to pass the instructor test?
Yes No

If yes, please specify maximum number:

j) If a candidate who has failed the test wishes to retake the test, is there a mandatory waiting period before re-applying?
Yes No

If yes, please specify the mandatory waiting period:

6. ONGOING TRAINING FOR QUALIFIED DRIVING INSTRUCTORS

a) Is ongoing training for qualified driving instructors required by law? Yes (please go to 6d) No

b) If ongoing training is not required by law, is voluntary ongoing training available?
Yes No (please go to QUESTION 7)

c) What percentage of driving instructors follow voluntary ongoing training? %

d) What purpose does the training serve?

Maintaining / updating general skills and competencies
Training to teach specific themes (e.g. low friction, driving in the dark)
Other

If 'Other', please specify:

e) Which organisations / individuals provide ongoing training?

Government training institute(s)
Private training institutes
Qualified driving school personnel
Other driving instructors
Anyone

f) What themes are addressed in ongoing training?

- Teaching methods
- Driving skills
- Specific themes (e.g. low friction)
- Assessment of learner drivers
- Traffic psychology
- Other

If 'Other', please specify:

g) How often is such training required?

- Every year
- Every 2 years
- Every 3 years
- Every 4 years
- Every 5 years
- Other
- It is not required by law

If 'Other', please specify:

h) What are the consequences for not attending obligatory training?

- Fines
- Official Warning
- Suspension
- None
- Other

If 'Other', please specify:

7. QUALITY CONTROL OF DRIVING INSTRUCTORS / DRIVING SCHOOLS:

a) Does a statutory quality control system for driving instructors (for example, inspections) exist in your country?

Yes No (please go to QUESTION 8)

b) Which body is responsible for this quality control?

- A government authority
- A government-recognised organisation
- A private company

c) Is the quality control system designed specifically for driving schools and driving instructors?

Yes No (e.g. ISO)

d) What is examined in the quality control process?

- Facilities and equipment of the driving school
- Condition of the driving school building and area
- Condition of vehicles used for instruction
- In-car equipment in vehicles used for instruction

- The driving instructor's qualifications
- The theory training (content and methods)
- The practical training (content and methods)
- Monitoring of pass rates achieved at the test
- Other
- None of the above

If 'Other', please specify:

Additional comments:

e) How regularly do such inspections take place?

- Regularly, every years
- Irregularly, but at least once every 5 years
- Irregularly, less than once every 5 years
- Not at all

f) Is re-testing (the obligation for instructors to pass a 'test of continued ability') required by law?

Yes No

If yes, please specify when /how often:

8. ACCESS TO THE PROFESSION FOR INSTRUCTORS FROM OTHER EU COUNTRIES:

What legal requirements are there for instructors from other EU member states to work as instructors in your country?

- Full retraining and retesting
- Retesting only
- Acceptance of existing qualifications
- Language test
- Other

If 'Other', please specify:

Comments:

9. GENERAL COMMENTS SECTION: Please add any general comments in the section below

THANK YOU FOR YOUR COOPERATION!

**Please save this document on your hard drive and return it by email
by **April 23, 2004** to EU_MERIT_Project@hotmail.com**

**Do you have a written description of your driving instructor training and testing system? If so, please
send it to EU_MERIT_Project@hotmail.com or by post to:**

Nick Sanders
MERIT Project Secretariat
15 Waterkrachtstraat
1210 Brussels
Belgium

Annex II: Training methods

Country	training seminars	self-study	online training	on-road training learner driver +	on-road training + instructor	driving simulators	track manoeuvres	training with groups young drivers
Austria	YES	YES	0	YES	0	0	0	0
Czech Republic	YES	YES	0	YES	0	YES	0	YES
Czech Republic	YES	0	0	YES	YES	0	YES	YES
Denmark	YES	0	0	YES	YES	0	0	0
Estonia	0	YES	0	0	0	0	YES	0
Finland	YES	YES	YES	YES	YES	0	YES	YES
France	YES	0	0	YES	YES	0	YES	0
Germany	YES	0	0	0	YES	0	0	0
Germany	YES	0	0	0	0	0	0	YES
Greece	YES	YES	0	0	YES	0	0	0
Hungary	YES	YES	0	YES	YES	0	YES	YES
Latvia	YES	YES	0	YES	YES	0	YES	0
Lithuania	YES	YES	0	0	0	0	0	YES
Luxembourg	YES	0	YES	YES	YES	0	YES	0
Norway	YES	0	0	0	0	0	0	YES
Poland	YES	0	0	YES	YES	0	YES	0
Portugal	YES	YES	YES	YES	YES	YES	YES	0
Slovakia	YES	YES	0	0	YES	YES	YES	YES
Spain	YES	YES	0	0	YES	0	0	0
Sweden	YES	YES	0	YES	YES	0	0	YES
Switzerland	YES	YES	0	0	YES	YES	0	0

Annex III: Survey contributors

Country	Organisation name
Austria	FACHVERBAND DER FAHRSCHULEN
Belgium	GOCA
Cyprus	Ministry of Transport
Czech Republic	DOPRAVNI AKADEMIE CESKE REPUBLIKY
Czech Republic	Ministry of Transport
Denmark	Rigspolitiet, Færdselsafdelingen
Estonia	Estonian Motor Vehicle Registration Centre
Finland	AKE
France	ECF
France	Conseil National des Professions De l'Automobile
Germany	BAST
Germany	Bundesvereinigung der Fahrlehrerverbände e.V.
Great Britain	DSA Policy Unit
Great Britain	The Approved Driving Instructors National Joint Council (ADJINJC)
Greece	Ministry of Transport & Communications
Hungary	General Inspectorate of Transport
Ireland	Irish Driving Instructors' Association (IDIA)
Italy	Ministero dei Trasporti e della Navigazione
Latvia	Ministry of Transport & Road Traffic Safety Directorate
Lithuania	Ministry of Transport
Luxembourg	FEDERATION DES MAITRES INSTRUCTERS DU GRAND-DUCHE DE LUXEMBOURG
Malta	Ministry of Transport
Netherlands	Ministerie van Verkeer en Waterstaat
Northern Ireland	Driver and Vehicle Testing Agency
Norway	STLS
Norway	Norwegian Public Roads Administration
Poland	Ministry of Infrastructure Road Transport Department
Portugal	Direcção-Geral de Viação
Slovakia	Slovak association of driving schools
Slovakia	Slovak Chamber Of Driving Schools
Spain	Dirección General de Tráfico
Sweden	Sveriges Trafikskolors Riksförbund
Switzerland	Office de la Circulation et de la Navigation