

Driving Licence Check Module (FM-NWR031b)

COURSE OBJECTIVES

The purpose of this e-Learning module is to inform on the driving licence check process, covering what you will need to complete a check, the steps you will take to complete a check, how to complete a check with and without the driver present and also how to check a Non-UK driving licence. To complete a check without the employee present, that employee will need to obtain a check code, in this module we will also cover how to get a check code, how long it lasts for and how you can use it.

WHO SHOULD ATTEND?

Managers that will be carrying out driving licence checks on their employees.

HOW CAN YOU ATTEND?

Through our dedicated e-Learning platform. To take part in the course simply book it through the booking portal or get in touch with us.



10 mins approx.



Remote



Full secure record management through the e-learning centre



Online workbooks and information guides available

COURSE CONTENT

Sections

- ✓ An introduction to driving licence checking and why it is important and necessary.
- ✓ How to check a driving licence with your employee present.
- ✓ How to check a driving licence without your employee present (through the use of a check code)
- ✓ How to check a Non-UK driving licence.
- ✓ What to look for and consider whilst checking an employee's driving licence.
- ✓ What follow up steps you should take based on what you find on the employee's driving licence.

