



This form should be completed when a FCA/CT has been conducted as a High Risk Variation to the requirements Clause 4.2 (d).

The Assessor must perform 100% validation of FCA/CT camera footage, complete the form, and then forward to the RTO within 24 hours of the reviewing the recording. The RTO must forward the completed FCA/CT Assessment Summary to in-camera.non-performance@rms.nsw.gov.au

1. Applicant details

Name

Driver licence number

State issued

Expiry date

2. Assessor details

Assessor 1 – who conducts the FCA/CT

Name

Driving instructor licence number

Assessor 2 – who performs validation of footage

Name

Driving instructor licence number

Signature

Date

3. Registered Training Organisation details

Name

Trading as

Business contact number

Mobile number

Street address

Postcode

Postal address

Postcode

Email address

4. FCA/CT details

Booking ID number

Time

Date of booking

Licence class

Vehicle registration

State issued

Odometer

FCA route number and location

5. FCA/CT video recording checklist

- Introductory assessment script has been read to applicant
- Date and time stamp match the introductory script details
- External driving conditions and cabin interior are captured
- Both the Assessor and Applicant are captured
- Applicant is recognisably the person depicted on licence
- Consent has been provided for the recording of assessment
- FCA has been conducted appropriately by Assessor A
- End to end on road assessment has been recorded
- Post-assessment script has been read out to Applicant

6. FCA/CT assessment result

Assessment conducted following nationally recognised competency based assessment methods.

- Pass
- Re-assessment required

Comments on findings and Assessor (A) performance

Section A: Pre drive

 C1 – Pre operational checks

(10 mins rigid vehicles, 15 mins articulated vehicles)

- 1.1 Wheels, wheel nuts and tyres
- 1.2 Vehicle measurements
- 1.3 Fluid leaks / levels
- 1.4 Air leaks
- 1.5 Air tanks
- 1.6 Couplings
- 1.7 Vehicle posture
- 1.8 Load security
- 1.9 Loose / missing / broken fittings
- 1.10 Registration
- 1.11 Lights and indicators
- 1.12 Drive belts and pulleys

No more than 2 errors allowed in Section A

 C2 – Cabin drill (5 mins all vehicles)

- 2.1 Seating posture
- 2.2 Seatbelts (failure to fit seatbelt = FAIL, score C10)
- 2.3 Mirrors
- 2.4 Cleanliness
- 2.5 Controls

Section B: Vehicle operation and control

(45 mins on road FCA, 90 mins on road CT)

 C3 – Start, move off, shut down and secure

- 3.1 Start engine
- 3.2 Instruments and gauges
- 3.3 Move off
- 3.4 Return to kerb
- 3.5 Shut down vehicle
- 3.6 Secure vehicle

 C4 – Manages steering

- 4.1 Smooth directional changes
- 4.2 Hand position and grip
- 4.3 Straight line driving
- 4.4 Curves and bends
- 4.5 Intersections
- 4.6 Railway crossings
- 4.7 Kerb clearance

No more than 4 errors allowed in Section B

 C5 – Manages gears

- 5.1 Appropriate gear for speed / gradient
- 5.2 Smooth changes without clashing
- 5.3 Correct use of clutch

 C6 – Manages brakes

- 6.1 Efficient use of brake system
- 6.2 Smooth application
- 6.3 Stopping point accuracy

 C7 – Manages accelerator

- 7.1 Manages engine power
- 7.2 Smooth and efficient

Section C: Low risk driving behaviours

 C8 – Create and maintain crash avoidance space (CAS)

- 8.1 Following distance (moving)
- 8.2 Stopping position
- 8.3 Speed selection
- 8.4 Cushion to the sides
- 8.5 Lane selection

No more than 2 errors allowed in Section C

 C9 – Protect crash avoidance space (CAS)

- 9.1 Speed control
- 9.2 Gap selection
- 9.3 Maintain traffic flow
- 9.4 Observe road and traffic environment
- 9.5 Responds to risks / hazards

Section D: Compliance

 C10 – Road rules and directions

- 10.1 Obeys road rules
- 10.2 Follows assessors instructions

No errors allowed in Section D

Section E: Additional risk management

 C11 – Reverse

(if auditor present 10 mins rigid vehicles, 20 mins articulated vehicles)

- 11.1 Long reverse (all vehicles)
- 11.2 Reverse parallel park (rigid only)
- 11.3 Offset reverse (except MC)
- 11.4 Loading dock / simulation (except MC)

 C12 – Hill stop / start

- 12.1 Ascent
- 12.2 Descent

 C13 – Load securing (20 mins)

- 13.1 Ropes
- 13.2 Chains and dogs
- 13.3 Winches and straps / ratchets and straps

 C14 – Coupling / Uncoupling (30 mins)

- Semi trailer**
- 14.1 Uncouple
- 14.2 Couple
- Truck and trailer (HC) or trailer and dolly (MC)**
- 14.3 Uncouple
- 14.4 Couple

No more than 1 error allowed in Section E

 C15 – Bus stop procedures (bus only)

- 15.1 Arriving at the bus stop
- 15.2 Departing the bus stop

TOTAL ERROR RECORD

Count the number of errors for each section and record in appropriate box.

Section A

No more than 2 errors allowed in Section A

Section B

No more than 4 errors allowed in Section B

Section C

No more than 2 errors allowed in Section C

Section D

No errors allowed in Section D

Section E

No more than 1 error allowed in Section E

Roads and Maritime Services office use only

Form completed Yes No

Supporting documentation provided Yes No

Registration number

Date this form was received from the RTO

Details of previous form submission from the Assessor

Details of previous form submission

Date commenced

Date to be reviewed

Approval officer

Approval officer signature

Date

Comments