



Fit & Proper Person Guidelines for the Heavy Vehicle Competency Based Assessment Industry – Certification

This Fit and Proper Person Policy is intended to ensure that all persons authorised to conduct assessments under the Heavy Vehicle Competency Based Assessment (HVCBA) Scheme meet the core requirements of being 'fit and proper' including possessing the necessary skills and abilities, underpinned by the value of honesty as a fundamental prerequisite to execute the required Scheme duties.

The Guidelines for Assessing Fit and Proper for Third Party Schemes have been developed to provide guidance and advice to delegated persons about assessing 'Fit and Proper' in Third Party Schemes to determine if they could be considered fit and proper to enter or continue within the scheme.

This policy is intended to cover all persons who either:

- Are applying for accreditation to conduct assessments under the HVCBA Scheme.
- Are current Scheme Participants and wish to continue providing a service under the Scheme.

Under the Accreditation Agreement, each Provider is required to determine if new entrants could be considered fit and proper to enter or continue within the scheme.

Certification:

I have received and read the Fit and Proper Person Policy for the Heavy Vehicle Competency Based Assessment Industry. I understand the information, and my responsibilities.

Name (*print*)

Registered Training Organisation(*print*)

Signature

Date

day	/	month	/	year
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