# Q-SAFE
# Queensland Driver Licence Assessment

## Driving Examiner Assessment Procedures Manual

April 2026

Queensland Government

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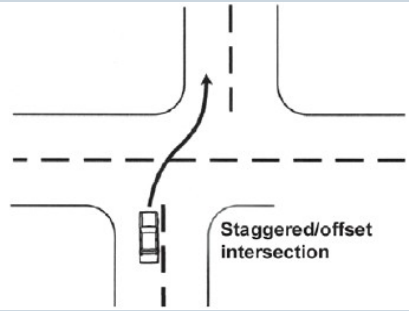
# Glossary

This glossary contains definitions for many of the key terms used in Q-SAFE.

| Term | Description |
|---|---|
| **Accident of any consequence** | For the purposes of Q–SAFE, this is defined as an accident where injury, property damage or vehicle damage occurs. |
| **Advanced Driver Assistance Systems (ADAS)** | ADAS can both warn and sometimes intervene to assist the driver. ADAS are designed to improve vehicle and road safety and help drivers with certain driving tasks. While these technologies can perform elements of the driving task, the human driver always remains in control. The driver remains responsible for the entire driving task, including monitoring and responding to the ADAS.<br>Testing should assess a driver's ability to operate a motor vehicle in common road situations. Whatever ADAS are in operation during testing, it remains pertinent that drivers demonstrate, and examiners are able to assess, the ability to operate a vehicle safely and show a maintained awareness of other road users and hazards in the road environment. |
| **Assessment result** | The overall outcome of the assessment process. The outcome is determined according to specific performance and scoring criteria detailed in the Q–SAFE manual. |
| **Built-up area** | An area in which there are buildings on land next to the road or where there is street lighting, at intervals not over 100 metres for a distance of at least 500 metres or, if the road is shorter than 500 metres, for the whole road. |
| **Collision** | For the purposes of Q–SAFE, a collision is defined as a situation where the test vehicle strikes another object (for example, vehicle, power pole, square kerb) or pedestrian resulting in potential or actual damage or injury. |
| **Critical driving error (CDE)** | A driving error that compromises the safety of any road user or indicates an inappropriate level of skill or ability. The specific criteria for CDEs are defined in relation to individual performance checks. If a CDE occurs, the test is terminated and the applicant is directed back to the testing centre by the shortest or safest possible route.<br>Before marking a CDE, the following points must be considered:<br>– there must be sufficient evidence collected to warrant a marking.<br>– the marking must be justifiable, i.e. the driving error must be prominent and in accordance with Q-SAFE performance check and scoring criteria.<br>– in some cases, discretion may need to be exercised, that is, a CDE should not be marked where circumstances are unique or unusual, that are beyond the control of the applicant. |
| **Driving Assessment Report (DAR)** | The Driving Assessment Report is the report form used by Driving Examiners to mark the assessments for class C, CA, LR, MR, HR and HC driving tests. |
| **Diverge** | To proceed in a different direction or take a different course. |
| **Dividing line** | A line, or two parallel lines, whether broken or continuous, designed to indicate parts of the road to be used by vehicles travelling in opposite directions. |
| **Driver** | For the purposes of Q-SAFE, the person who is driving a vehicle (except a motorcycle, bicycle, animal or animal drawn vehicle). |

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| **Driving Examiner (DE)** | An employee of TMR or the Queensland Police Service (QPS) who is authorised to conduct driver licence assessments. |
| **Driving Examiner message** | The DE message is a list of statements about the test that is provided to the applicant at the time of booking and immediately before the test. It has been designed to give the applicant some helpful information on how the test will be conducted, and to clarify any misperceptions they may have about the assessment process.<br>Prior to the commencement of the test, the DE is required to read to the applicant designated statements from the DE message. The test officially commences once these statements have been read to the applicant and any questions answered. No third party is allowed to assist the applicant once the test has officially started, unless instructed by the DE (for example, official interpreter). |
| **General critical driving error (GCDE)** | Special types of CDEs that are not directly related to any of the individual performance checks. If a GCDE occurs, the test is terminated and the applicant is directed back to the testing centre by the shortest or safest possible route.<br>***Note*** - The majority of critical driving errors in the test are related to the performance checks. |
| **Intersection** | The area where two or more roads (except any road-related area) meet, and includes –<br>– any area of the roads where vehicles travelling on different roads might collide; and<br>– the place, other than a road related area, where a slip lane between the roads meets the road into which traffic on the slip lane may turn. |
| **Manoeuvres** | Controlled vehicle movements performed within prescribed limits (e.g. reverse park, U-turn). |
| **Mounts kerb** | For the purposes of Q–SAFE, mounting the kerb is defined as the whole wheel being completely over the top raised portion of the kerb. |
| **Non-critical driving error (NCDE)** | A driving error that does not by itself compromise safety to road users or the safe operation of the vehicle. There are specific criteria defining NCDEs as they relate to each performance check. Accumulated NCDEs never result in a CDE.<br>Before marking an NCDE, the following points must be considered:<br>– there must be sufficient evidence collected to warrant a marking.<br>– the driving error must be prominent and in accordance with Q–SAFE performance check and scoring criteria.<br>– in some cases, discretion may need to be exercised, (that is, an NCDE should not be marked where circumstances are unique or unusual, that are beyond the control of the applicant). |
| **Observation** | For the purposes of Q–SAFE, observation is defined as the applicant consciously taking notice of important factors in the driving environment via an ongoing process of scanning ahead, to the sides and rear of the vehicle. |

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| **Performance check** | A performance check is an important aspect of the driving task that the DE is required to assess.<br>There are many performance checks in Q–SAFE, including the pre-drive check and those to do with vehicle operation, hazard recognition and decisions.<br>Most performance checks apply to all classes, however, some are specific only to heavy vehicles or motorcycles. |
| **Performance outcome** | All performance checks in Q–SAFE have a defined performance outcome which gives the DE an indication of what is an expected level of performance for that particular aspect of the driving task. |
| **Pre-drive check** | Performance check that is conducted at the beginning of the assessment process after the vehicle check. The pre-drive check assesses the applicant's ability to locate and operate/adjust a range of vehicle controls as outlined in the Q-SAFE manual.<br>Any errors are scored as NCDEs. |
| **Preliminaries** | The preliminaries section of Q–SAFE has two main components, the DE message and the vehicle check. Definitions of both these components are included within this Glossary. |
| **Rider** | For the purposes of Q–SAFE, the person who is riding a motorcycle, bicycle, animal or animal-drawn vehicle. |
| **Riding Assessment Report (RAR)** | The Riding Assessment Report is the report form used by Driving Examiners to mark the assessments for class RE and R riding tests. |
| **Road-related area** | Refer to section 13 of the *Transport Operations (Road Use Management – Road Rules) Regulation 2009*. |
| **Queensland Road Rules (QRR)** | All references to Queensland Road Rules (QRR) are pursuant to the relevant sections of the *Transport Operations (Road Use Management – Road Rules) Regulation 2009.* |
| **Scoring criteria** | These are the criteria used to score the different types of driving errors (CDE, NCDE, GCDE or SRDE) for each of the performance checks.<br>The DE is required to be familiar with these criteria for each of the performance checks, as the applicant's performance must be scored according to these criteria. |
| **Specific driving situations** | Specific driving situations are driving situations that must be incorporated into every test route. Q–SAFE defines a range of specific driving situations including those relating to road types, intersections, higher/lower speed zones, and higher/lower traffic density areas and crossings. Where possible, every test route must include certain numbers and types of these specific driving situations.<br>A detailed description of test route design is given in Section 2 Test route design. |
| **Specific repeated driving error (SRDE)** | An SRDE is marked when an applicant accrues a specified number of NCDEs for an individual performance check.<br>The DAR and RAR includes error boxes showing the number of NCDEs that result in an SRDE being recorded. Please note that only selected performance checks have SRDEs attached.<br>The test runs its full course even after the applicant has accrued one SRDE, however, the overall test result is considered unsuccessful. |

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| **Staggered intersection** | A staggered intersection is a cross-road where two opposing arms of the intersection are offset (see below)<br> |
| **Strikes** | For the purposes of Q–SAFE, striking is where a vehicle comes sharply into contact with a kerb or object, as opposed to just touching it. |
| **Test route** | A route designed by a DE for the purpose of assessing the performance of the driver licence applicant. Test routes must be designed in accordance with the requirements delineated in the Q-SAFE manual.<br>If a safe location for reversing and uncouple/recouple exercise can't be incorporated on a LR, MR, HR and HC test, the manoeuvre should not be completed and the test should continue. |
| **Test termination** | The Q–SAFE test may be terminated by the DE under certain conditions. Some examples of conditions that result in test termination include:<br>– failed vehicle check<br>– a CDE<br>– interference by a third party.<br>If the test is terminated, the applicant is directed back to the testing centre by the shortest or safest possible route.<br>The conditions for test termination are specified in Section 8 Conditions for test termination. |
| **Test wording** | Q–SAFE specifies recommended test wording for DEs to use while directing the applicant on procedures to be undertaken during a test. Recommended wording has been included in Q–SAFE to help ensure greater consistency and fairness of testing procedures. |
| **Left turn position (after)** | For the purpose of marking the DAR and RAR, left turn position (after) is defined as after turning commences. |
| **Left turn position (before)** | For the purpose of marking the DAR and RAR, left turn position (before) is defined as before the turn commences. |
| **Right turn position (after)** | For the purpose of marking the DAR and RAR, right turn position (after) is defined as after turning commences. |
| **Right turn position (before)** | For the purpose of marking the DAR and RAR, right turn position (before) is defined as before the turn commences. |
| **Vehicle check** | A visual check of the test vehicle to assess its suitability for the test. It is not an assessment of the vehicle's roadworthiness. The assessment is made according to criteria outlined by TMR. If the test vehicle fails to pass the inspection then the test is terminated. |
| **Wheel chocks** | Blocks of wood (or some other appropriate material) of a size and shape that will secure a stationary vehicle when placed on the ground in front of or behind a wheel. |

# Common Abbreviations

Common abbreviations used in Q-SAFE.

| Term | Description |
|---|---|
| ADAS | Advanced Driver Assistance Systems |
| CDE | Critical driving error |
| GCDE | General critical driving error |
| NCDE | Non-critical driving error |
| SRDE | Specific repeated driving error |
| m | Metre(s) |
| cm | Centimetre(s) |
| km/h | Kilometres per hour |
| TMR | Department of Transport and Main Roads |
| DE | Driving Examiner |
| SADA | Senior Advisor (Driver Assessment) |
| M (CSC) | Manager (CSC) |
| CSC | Customer Service Centre |
| QGAP | Queensland Government Agency Program |
| QPS | Queensland Police Service |
| DAR | Driving Assessment Report |
| RAR | Riding Assessment Report |

# 1. Test wording

## 1.1 Introduction

This section provides DEs with recommended wording for directing applicants on procedures to be undertaken during a test.

It is important that these examples, or very similar wording, are used to ensure consistency and fairness in testing procedures for all applicants, which is an important aim of Q–SAFE. The recommended wording is also designed to present a good impression of the DE.

DEs should note that applicants must not be given any prompts or instructions that could be construed as giving advice (for example, "what is the speed limit here?" or "change to fifth gear"). Please issue only those directions required to perform tasks that are prescribed for Q–SAFE.

In this section you will find recommendations on the approach to take for:

- Welcoming the applicant.
- Reading the statements from the DE message.
- Test route directional wording for each class.
- Issuing directions for manoeuvres for each class.
- Directing applicants with special needs (for example hearing impaired or non-English speaking background).

Please note there is no requirement to mark the report form for any of this section.

## 1.2 Welcome applicants (all classes)

It is recommended that the DE adopt a warm and friendly approach to help put the applicant at ease, given that most applicants are anxious about undertaking the test.

Some examples of suggested wording for meeting an applicant:

> "Good morning, my name is Cathy and I'll be conducting your driving assessment today."
>
> "Hello, my name is Sam and I'll be taking you for your driving assessment today."

General comments about the weather and the local environment may help to relax the applicant. The DE should be mindful regarding any conversation about personal matters or divulging any personal information.

You will note that the word "assessment" rather than "test" has been used when describing how to communicate with the applicant.

Throughout this document and other technical material on Q–SAFE it is also acceptable to use the word "test".

## 1.3 Guidelines for the test: a message from your DE

The DE message provides the applicant with guidelines on how the test will be conducted.

The applicant will be given this message to read as they wait, in the testing centre or near the test vehicle.

In addition, it is a requirement of the test for the DE to read designated statements from the DE message to the applicant.

The use of these statements will ensure consistency of instructions on how the assessment will be undertaken.

Please note that the statements to be read to car and heavy vehicle licence applicants are the same. Different statements are to be read to motorcycle licence applicants.

All DEs will be given a laminated card with the messages on either side. This should be carried by the DE when testing.

The test officially starts after the statements have been read and any questions answered.

Once the test has started and the applicant is on road, it is better for the applicant to focus on the driving task.

Some applicants for car and heavy vehicle licences use conversation to alleviate their anxiety. If you believe this is adversely affecting their concentration you should politely advise them to focus on their driving.

DEs should remain courteous and keep conversation to a minimum to allow the applicant to concentrate.

## 1.4 Test wording for cars – class C

The following information relates to recommended test wording for car licence applicants:

- Statements to be read to the applicant from the DE Message.
- Recommendations on wording to be used for the pre-drive check.
- Recommendations on how to direct an applicant around a test route.
- Recommendations on how to direct applicants on the manoeuvres they must undertake.

**A message from your DE**

The designated statements to be read to car licence applicants are:

- “Q–SAFE is designed to evaluate your ability to drive safely and correctly in different driving situations which may include a variety of speed zones.”
- “I will be asking you to undertake a series of driving tasks throughout the assessment. You will be given clear directions in ample time.”
- “If I don’t give you any specific directions, please just follow the road and be directed by road signs, signals and markings.”
- “If you are undertaking your driving assessment with an interstate learner driver licence, you must adhere to any additional conditions associated with your licence. This includes any speed restrictions specific to the State or Territory where your licence was issued.”
- "As you are the driver of the vehicle you will be required to demonstrate that you are able to operate the vehicle competently and safely, without the assistance of Advanced Driver Assist Systems technology - for example, Cruise Control, Active Driving Assist, Lane Centering Assist, Park Assist and Speed Assist."
- “If you are recording this assessment, all parties participating in the assessment must give written consent for the assessment to be recorded.”
- “The recording device must be outward facing and in a safe location.”
- “You will not be able to access the recording device during the assessment.”
- "At the end of the test I will ask you to accompany me to the debrief area to discuss the outcome of your test."
- "Do you have any questions?"

***Note***

See Section 3 – Test preliminaries

**Pre-drive check wording**

- "Please show me the mirrors that you will be using when driving. Now show me and explain to me how you would adjust them."
- "Please show me how you would demist the front windscreen and the rear window."
- "Please ensure that the ignition is turned off and then explain how you would turn on the windscreen wipers."

These are recommended examples of directions, both simple and complex, which could be used to guide an applicant around a test route.

Some simple examples of directions are:

- "At the first street, turn left/right please."
- "At the end of this road, turn right/left please."
- "Please take the second street on the left/right."
- "At the third set of traffic lights along this road, please turn right/left."

***Diagram 1***

- "At the staggered/offset intersection ahead, please follow the road."

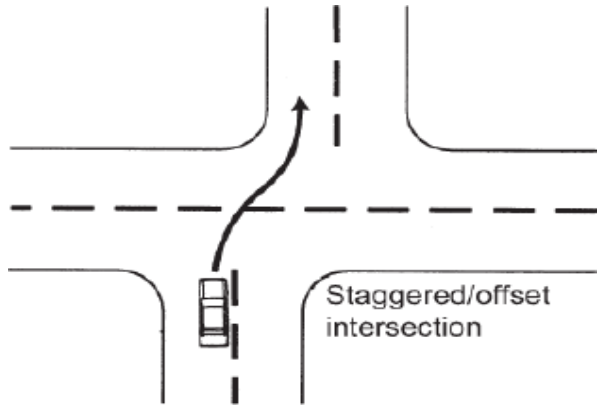



***Diagram 2***

- "At the first intersection, I'd like you to turn right and then immediately left please.

  (Just repeating at the first intersection I'd like you to …)"

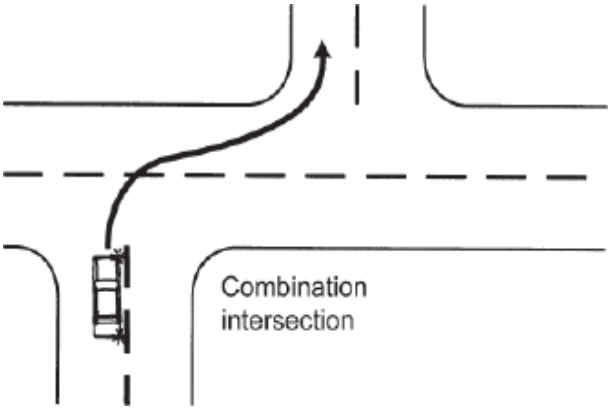
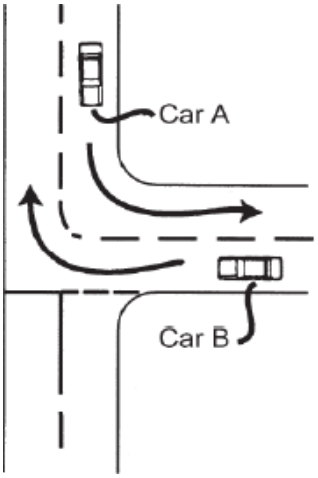



***Diagram 3***

- "Follow this road around to the left/right please."

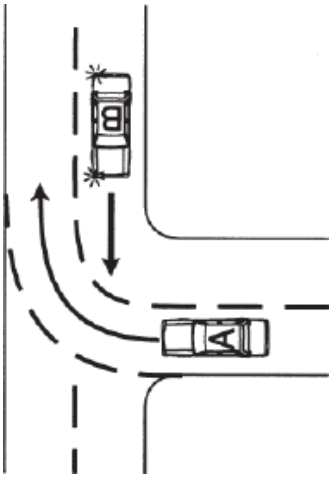



For more complex directions, the DE should repeat the direction, closer to the intersection or roundabout.

This will help ensure the applicant has a better grasp of the directions given.

***Diagram 4***

- "Do not follow this road around to the left. When it is safe, please proceed straight ahead."



***Note***

It is necessary to give directions to applicants where there is ambiguity over which way to go. This sometimes occurs at T-intersections where the main road is marked with a centre line continuing around to the left/right and the intersection has changed priorities with some type of control operating, for example, Give Way or Stop sign.

- "Take the first exit off the freeway please, turning left to follow the signs to ... (specify location).

  (And just repeating, please take the first exit off the freeway …)"

***Note***

Directional or information signs may be used only to support a specific instruction given by the DE and should not be used on their own.

- "At the roundabout, follow the road through and take the second exit please, following the signs to... (specify location)."

  (Just repeating that at the roundabout ahead, I'd like you to follow the road through …)"
- "At the roundabout ahead, make a right turn please, taking the third exit following the signs to... (specify location)."
- (As we get closer to the roundabout, please make a right turn, taking …)"

**Manoeuvres**

For instructing applicants on manoeuvres to be undertaken, it is suggested you use the following examples:

***Reverse park***

- "Next I'd like you to do a reverse park. Please pull alongside, and within one metre, of the (describe vehicle) parked ahead. Thank you."
- Could you now reverse behind the parked car as if you were manoeuvring to park between two vehicles. Remember you are allowed one forward movement and two reverse movements."

***Turn around***

- "In preparation for a turnaround manoeuvre, please pull up alongside the kerb of the road just ahead. Thank you."
- "Now turn the vehicle around to face the opposite direction, between and without touching the kerbs. Please use forward and reverse gears."

***U-turn***

- "Would you please do a U-turn at the intersection ahead (or at the end of the road)."
- "I'd like you to do a U-turn along this stretch of road please, at ... (specify the location)."
- "I'd like you to do a U-turn along this road wherever it is legal to do so please"

***Hill start***

- "I'd like you to do a hill start ahead. Would you please stop parallel to the kerb near (indicate a location). Thank you."
- "Please drive off when you're ready."

***Reversing exercise***

- "I'd like you to undertake a reversing exercise. Would you please pull into a suitable position within half a metre from the kerb? When it's safe, I'd like you to reverse the vehicle parallel to the kerb.
- "If you see a vehicle approaching from the rear please stop, wait for it to pass, then continue."

***Gear changing (automatics only)***

- "I'd like you to do a gear changing exercise. Please select a lower gear. Thank you."
- "When you're ready, re-select normal drive gear."

## 1.5 Test wording for heavy vehicles – class LR, MR, HR and HC

The following information relates to recommended test wording for class LR, MR, HR and HC licence applicants:

- Statements to be read to the applicant from the DE message (same as for cars).
- Recommendations on wording to use for the pre-drive check.
- Recommendations on how to direct an applicant around a test route (same as for cars).
- Recommendations on how to instruct applicants on the manoeuvres they must undertake (specific for trucks).

**A message from your DE**

The designated statements to be read to heavy vehicle licence applicants are:

- "Q–SAFE is designed to evaluate your ability to drive safely and correctly in different driving situations which may include a variety of speed zones."
- "I will be asking you to undertake a series of driving tasks throughout the assessment. You will be given clear directions in ample time."
- "If I don't give you any specific directions, please just follow the road and be directed by road signs, signals and markings."
- "As you are the driver of the vehicle you will be required to demonstrate that you are able to operate the vehicle competently and safely, without the assistance of Advanced Driver Assist Systems technology - for example, Cruise Control, Active Driving Assist, Lane Centering Assist, Park Assist and Speed Assist."
- "If you are recording this assessment, all parties participating in the assessment must give written consent for the assessment to be recorded."
- "The recording device must be outward facing and in a safe location."
- "You will not be able to access the recording device during the assessment."
- "Do you have any questions?"

***Note***

*See Section 3 – Test preliminaries.*

**Pre-drive check wording**

- "Please show me the mirrors that you will be using when driving. Now explain to me how you would adjust them."
- "Please explain how you would demist the front windscreen."
- "Please ensure that the ignition is turned off and then explain how you would turn on the windscreen wipers."
- "Please show me where the engine brake system is and explain to me how you would operate it."
- **(IF APPLICABLE)** "Please explain to me where the trailer brake is and how you would use it."

**Test route directional wording**

These are recommended examples of directions, both simple and complex, which should be used to guide an applicant around a test route.

DEs should be very familiar with these routes and be able to determine the exact wording to be used on these routes to maximise consistency.

Some simple examples are as follows:

- "At the first street, turn left/right please."
- "At the end of this road, turn right/left please."
- "Please take the second street on the left/right."
- "At the third set of traffic lights along this road, please turn right/left."
- "At the staggered intersection ahead, please follow the road."
- "Follow this road around to the left/right please."

For more complex directions, the DE should repeat the direction, closer to the intersection or roundabout.

This will help ensure the applicant has a better understanding of the directions given.

- "At the first intersection, I'd like you to turn right/left and then immediately left/right please.

  (Just repeating that at this next intersection I'd like you to …)"
- "Take the first exit off the freeway please, turning left to follow the signs to ... (location).

  (And just repeating, please take the first exit off the freeway …)"

***Note***

Directional or information signs may be used only to support a specific instruction given by the DE and should not be used on their own.

- "At the roundabout, follow the road through and take the second exit please, following the signs to... (location).

  (Just repeating that at the roundabout ahead, I'd like you to follow the road through …)"
- "At the roundabout ahead, make a right turn please, taking the third exit following the signs to ... (location).

  (As we get closer to the roundabout, please make a right turn, taking …)"

**Manoeuvres**

***Reversing exercise – class LR, MR and HR***

- "I'd like you to undertake a reversing exercise. Could you please position the vehicle just past this intersection and within two metres of the kerb? If you see a vehicle approaching from the rear please stop, wait for it to pass, then continue. Thank you."
- "Now reverse the vehicle around the corner as if you were reversing into a loading bay. The rear wheels are to remain within two metres of the kerb during the exercise. At completion of the exercise the vehicle must be within two metres and parallel with the left kerb."
- "Please do this manoeuvre predominantly using your mirrors. You're allowed to use two reverse movements and one forward movement to the edge of the road during the course of this manoeuvre. If you see a vehicle approaching from the rear please stop, wait for it to pass, then continue."

***Reversing exercise – HC only***

- "I'd like you to undertake a reversing exercise. Could you please stop the vehicle within two metres of the kerb along this road (DE points out the position). Thank you."
- "Now reverse the vehicle in a straight line for approximately 40 to 50 metres, ensuring that the rear wheels are within two metres and parallel with the left kerb. Please do this manoeuvre predominantly using your mirrors. If you see a vehicle approaching from the rear please stop, wait for it to pass, then continue."

***Note***

Occasional glances over the shoulder are allowed during the manoeuvre

***Gear changing – classes MR, HR and HC***

*For vehicles without a range change facility:*

- "Along this section of road, I'd like you to change down to the lower gears while keeping the vehicle moving please. Thank you."
- "Please now resume normal driving according to road and traffic conditions."

***Note***

For vehicles with constant mesh only in first gear, the DE should direct the applicant to change down to second gear only.

*For vehicles with a range change facility*

- "Along this section of road, I'd like you to change down through the gears to the low range. Thank you."
- "Please now resume normal driving according to road and traffic conditions."

***Note***

DEs may need to clarify that there is no requirement to change down to crawler gears.

***Hill start – classes LR, MR, HR and HC***

- "I'd like you to do a hill start ahead please. Would you please stop parallel to the kerb ... (indicate a location). Thank you."
- "Please drive off when you're ready."

***Uncouple/recouple (HC)***

- "I'd like you to undertake the uncouple/recouple exercise. Please uncouple the trailer and drive forward about ten metres."
- "After that could you reverse the truck/prime mover to recouple as if you were coupling to a different trailer? Thank you."
- "As we move off would you please apply the trailer brake to test its operation/function?"

## 1.6 Test wording for motorcycles – class RE and R

The following information relates to recommended test wording for class RE and R licence applicants:

- Statements to be read to the applicant from the DE message (specific for motorcycles).
- Recommendations on wording to use for the pre-drive check.
- Recommendations on how to direct an applicant around a test route.
- Recommendations on how to direct applicants on the manoeuvres they are to undertake.

**A message from your DE (motorcycle version)**

Due to the differences in testing and giving directions, there are different statements to be read to motorcycle applicants. All DEs should obtain a laminated card with these statements. It is important that these statements are read to all motorcycle licence applicants to ensure consistency on the guidelines for conducting a test.

The statements are:

- "Q-SAFE is designed to evaluate your ability to ride safely and correctly in different riding situations, which may include a variety of speed zones."
- "I will be asking you to undertake a series of riding tasks throughout the assessment. You will be given clear directions in ample time."
- "Directions will be given via radio, if radio reception or directions given become unclear please shake your head from side to side and I will repeat the direction."
- "If in the event you are unable to clearly understand the direction I would like you to pull over in a safe location and I will give you further instructions on the method of directions throughout the remainder of the assessment."
- "If you understand directions given please acknowledge by nodding your head."
- "If I don't give you any specific directions, please just follow the road and be directed by road signs, signals and markings."
- "I will be following you during the assessment so please keep me in your vision at all times. Should either of us get separated during the assessment, please stop somewhere safe and legal and wait for me or, I will ask you to stop where it is safe and legal. "You will be expected to perform the riding tasks when conditions are safe and in accordance with the road rules:
- Please make any lane changes that are necessary to follow my direction.

- At no time during the assessment will I ask you to perform any riding tasks that are illegal.
- Once the assessment has commenced, I am unable to answer any questions that may influence your riding performance."
- "Do you have any questions?"

**Pre-drive check wording**

- **(IF APPLICABLE)** "Please indicate where the fuel tap is and show me the reserve tank position."
- "Please show me where the kill switch is and explain to me how you would use it."

**Test route directional wording**

The recommendations below will be useful for instructing a motorcycle applicant on the riding tasks required. Some recommendations include:

- "At the end of this street, turn right, then take the second street on the left, followed by a right turn at the first set of traffic lights. Then pull up somewhere safe and legal past the lights, please."
- "Take the first street on the right, followed immediately by a left turn. Then at the roundabout, turn right and stop half way up the hill, please."
- "Shortly we'll be approaching the freeway. Please continue along the freeway for approximately one kilometre, then take the... exit. From there, take the turn towards ... (location) and stop just after the first set of traffic lights, please."

***Note***

DEs should avoid giving the applicant more than three directions at any one time to the extent where it may cause confusion.

**Manoeuvres**

***Slow ride and U-turn***

- "I'd like to assess your ability to undertake the slow ride manoeuvre incorporating a U-turn. Please ride to the next intersection (or the end of the road or other specified location), do a U-turn and then do a slow ride on the way back.
- "Remember you are to stay about half a metre from the kerb and maintain at least a slow walking pace."

***Emergency stop and U-turn***

- "I'd like you to demonstrate an emergency stop incorporating a U-turn."
- "Please ride to the next intersection (or the end of the road or other specified location), do a U-turn and, on the way back, build up your speed to 40 km/h."
- "When I raise my hand like this (see Diagram 5), please stop the motorcycle quickly and safely but in full control."
- "If a vehicle turns into the street behind you, I will give you an appropriate signal like this (see Diagram 6). In this case, just pull over normally to the side of the road."







***Hill start***

- "Please pull over on to the edge of the road ahead somewhere safe and legal. I'd like you to now demonstrate a hill start." (Proceed with normal directions.)

## 1.7 Directing applicants with special needs

Applicants with hearing impairments or those from non-English speaking backgrounds may have difficulty understanding directions given by DEs. The following suggestions may be helpful.

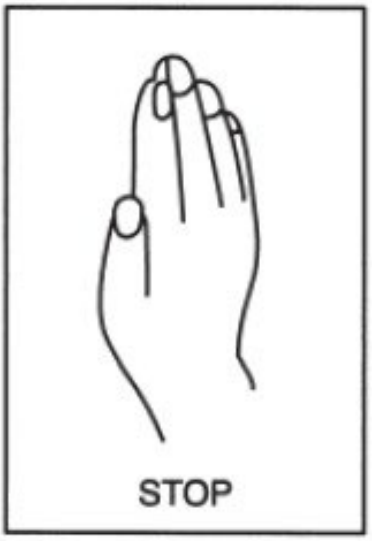
- If the applicant is hearing impaired, show them the designated statements on the laminated DE message card, rather than expressing them verbally.
- Use the **different language versions of the DE message and pre-drive check instructions** for applicants from non-English speaking backgrounds who are having difficulty understanding information and directions.
- Use **hand signals** (see diagrams opposite page) to assist you in directing the applicant during the assessment process.
- If necessary, arrange for an official interpreter to attend the test with the applicant. TMR permits the use of official interpreters, provided they are not an interested party. If no official interpreters are available, contact TMR to discuss alternative arrangements.

**Hand signals**









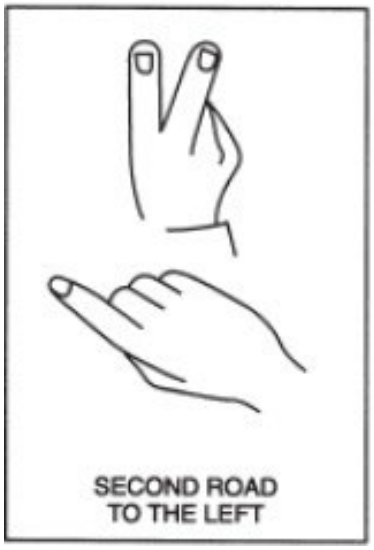


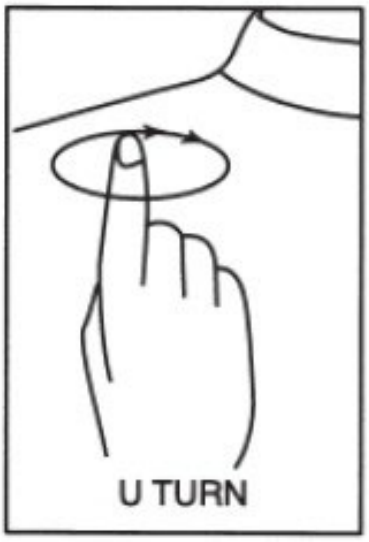


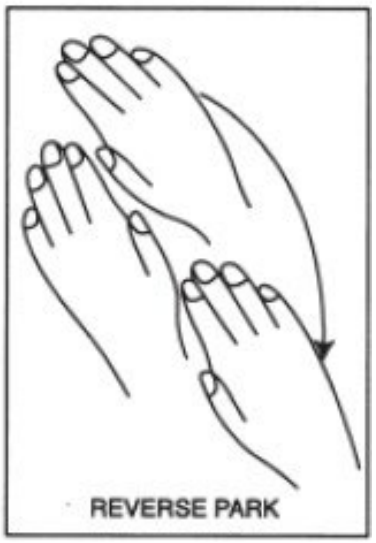








# 2. Test route design

## 2.1 Introduction

This section of the manual describes the criteria for design of test routes and related issues.

The purpose of test route design criteria is to ensure:

- Consistency of testing conditions across all areas of Queensland
- A broad and comprehensive range of relevant driving situations are assessed.

SADAs and DEs need to be familiar with the following issues relating to test route design:

- Test route approval
- Test duration/time
- Test route design issues
- Safety
- Compulsory elements of test routes – specific driving situations
- Locations for manoeuvres
- Monitoring

Test routes (for all classes) that are used by TMR DEs must meet test route requirements as outlined in this manual.

Test routes (for all classes) that are used by QPS DEs must meet test route requirements as outlined in this manual.

If a safe location for a reversing and uncouple/ recouple exercise can't be incorporated on a LR, MR, HR and HC test the manoeuvre should not be completed and the test should continue.

***Note***

If a test route crosses an interstate border, applicants must adhere to the rules and regulations of their Queensland driver's licence. They are required to follow road signs, observe speed limits, and comply with traffic laws in both Queensland and the neighbouring state.

## 2.2 Test time

The duration of the test must be considered when designing a test route.

The test times for the different licence classes are:

| Licence class | Window period | On-road time |
|---|---|---|
| C, RE, R and LR | 45 mins | 25 - 35 mins |
| MR and HR | 90 mins | 60 - 70 mins |
| HC | 90 mins | 70 - 80 mins |

Unless the test is terminated for any reason, the minimum drive time of 25 minutes applies to classes C, RE, R and LR tests. In urban centres, applicants should expect an on-road assessment period of around 30 minutes.

Uncontrollable and unpredictable events such as road works and traffic accidents may affect the duration of the test.

## 2.3 Test route difficulty

The following points in relation to test route difficulty must be considered:

- When designing test routes, avoid including driving situations that are known to be particularly problematic or hazardous. SADAs must ensure that these difficult areas are identified and communicated to all DEs in their jurisdiction.
- When selecting test routes, situations where applicants are directed into an area with different traffic restrictions should be avoided (for example, altered speed limit) which are not signed at that particular point.
- DEs should avoid exposing applicants to the more difficult specific driving situations at the beginning of the test so that the applicant has time to settle into the assessment. For example, it would be preferable not to direct the applicant onto a freeway at the beginning of the test.
- It is necessary to follow all the procedures in the manual regarding test route design (including the locations for manoeuvres) to ensure that test route difficulty is reasonably consistent between testing areas.

## 2.4 Safety on test route

It is essential that the design of all test routes takes into consideration the safety of the DE, the applicant and other road users.

## 2.5 Specific driving situations

Certain driving situations must be incorporated into every test route. The inclusion of these specific driving situations will help ensure greater consistency and relevance of test route design.

DEs need to consider:

- The ***types and minimum ranges*** of specific driving situations to be incorporated in a test route. These are specified for:
  - road types
  - intersections
  - higher and lower speed zones
  - higher and lower density areas
  - crossings
  - merge situations
- How to ***incorporate*** specific driving situations in a test route.
- The conditions for the ***exemption*** of specific driving situations from a test route.

Where possible, test routes must include certain ***numbers*** and ***types*** of specific driving situations.

### 2.5.1 Road types

Each test route must contain the road type situations detailed below except in cases where exemptions apply. (See Section 2.5.8 Exemptions)

Note that the most likely exemption will be that a specific driving situation or situations are not available within a particular area. In these cases, please use as many of the required specific driving situations as possible.

| Specific driving situations | Minimum range |
|---|---|
| Multi-laned to assess lane changing | 2 lane changes to the left, 2 lane changes to the right |
| One way road | 1 |
| Marked roads (that is, marked with at least a centre line) | Preferable to include as many as possible |
| Unmarked roads | 1 |
| Wide roads | 1 |
| Narrow roads | 1 |
| Curves/bends | 2 (preferably one on a hill) |
| Merging and exiting | 1 merge (preferable to include two)<br>1 exit (preferable in a higher speed zone) |

***Note***

If possible, it is preferable to consider including the following situations if they are appropriate for the class being assessed:

- special purpose lanes including transit lanes
- lanes with overhead lane control devices
- area with Trucks Must Enter or Buses Must Enter signs
- area with Trucks and Buses Must Use Low Gear sign

Merging specific driving situations includes high speed merges. In areas where there is no infrastructure that allows for a high speed merge, the DE can conduct a left or right turn from a side road into a higher speed road as an alternative.

## 2.5.2 Intersections

Each test route must contain the full range of intersections detailed below except in cases where exemptions apply. (See *Section 2.5.8 Exemptions*)

Note that the most likely exemption will be that a specific driving situation or situations are not available within a particular area. In these cases, please use as many of the required specific driving situations as possible.

| Intersection type | Minimum range |
|---|---|
| Roundabout | 2 |
| Combination | 1 |
| Staggered | 1 |
| T section | 8 |
| - Right turns | 2 |
| - Left turns | 1 |
| Crossroads | 12 |
| - Right turns | 3 |
| - Left turns | 2 |

***Note***

The range suggested is a minimum range only – it is likely that more than the minimum specified will be covered throughout the test.

In the process of assessing the applicant in these required specific driving situations, the following situations relating to intersections must be included:

- One way road/s
- Uncontrolled intersection/s
- Controlled – stop sign/s
- Controlled – give way/s
- Controlled – signals
- Directional markings
- Directional signs
- Multi-laned intersection/s
- Edge lines
- Right and left turns in roughly equal proportions.

## 2.5.3 Higher and lower speed zones

Each test route must contain a range of higher and lower speed zones as detailed below, except in cases where exemptions apply. (See Section 2.5.8 Exemptions)

| Specific driving situations | Minimum range |
|---|---|
| Higher speed zones (≥80km/h for example, freeway or motorway) | 1 |
| Lower speed zones (<60 km/h for example, local traffic area, areas with traffic calming, school zones | 1 |

***Note***

The range suggested is a minimum only – it is likely that more than the minimum specified will be covered throughout the test.

## 2.5.4 Higher and lower traffic density

Each test route must contain a range of higher and lower traffic density areas as detailed below, except in cases where exemptions apply. (See Section 2.5.8 Exemptions)

| Specific driving situations | Minimum range |
|---|---|
| Area with high traffic density | 1 (preferably at least 500m long) |
| Area with low traffic density | 1 |

***Note***

The range suggested is a minimum only – it is likely that more than the minimum specified will be covered throughout the test.

## 2.5.5 Crossings

Each test route must include the range of crossing types detailed below except in cases where exemptions apply. (See Section 2.5.8 Exemptions)

Note that the most likely exemption will be that a specific driving situation or situations are not available within a particular area. In these cases, please use as many of the required specific driving situations as possible.

Each test route must contain:

| Specific driving situations | Minimum range |
|---|---|
| Pedestrian crossing | 1 |
| Level crossing or children's crossing | 1 |

***Note***

The range suggested is a minimum only – it is likely that more than the minimum specified will be covered throughout the test.

## 2.5.6 How to mark the report form

- In Section A of the DAR/RAR, tick the appropriate circles as the driving situations related to intersections are completed. Even though the same driving situation may be included several times in a test route, it is marked only once on the report form.
  - This includes ticking the appropriate circles for how many left and right turns are completed at cross roads and intersections on the DAR **only**. It is only necessary to record up to 3 turns for each intersection even if more are completed.
- Do not tick any specific driving situations prior to the test in case it is terminated.
- Driving situations that are not tested because of valid exemptions should be left as blank circles.

## 2.5.7 Incorporation of specific driving situations

There are some differences in how the specific driving situations are to be incorporated into test routes for various vehicle classes.

**Classes C and LR**

The required specific driving situations can be included:

- as part of a prescribed or predetermined test route, or
- informally, as part of a test route designed by an individual DE or police officer.

**Classes MR, HR and HC**

The required specific driving situations can be included:

- as part of a prescribed or predetermined test route, or
- informally, as part of a test route designed by an individual DE or police officer.
- When testing Heavy Vehicles, the DE must ensure that testing is conducted in a suitable area and does not adversely affect local community members (for example in areas sensitive to noise), cause traffic delays or pose a safety hazard (such as low hanging powerlines, tree branches and/or road infrastructure).

### 2.5.8 Exemptions

All test routes must include the specific driving situations detailed in this manual, except in the following situations:

- One or more of the specific driving situations is not accessible within the time frame of the test. This may occur in either metropolitan or rural testing areas.

***Note***

In metropolitan testing areas, it is not acceptable to totally exempt certain specific driving situations because they are difficult to access routinely. If it is difficult to routinely access any of the specific driving situations detailed below, Q-SAFE requires that at least one in every four tests includes the particular driving situation in question.

- higher speed zone
- lower speed zone
- higher traffic density area
- roundabout
- lane changing
- merging/exiting
- crossings

This requirement will be monitored by the SADA.

In rural areas where some specific driving situations are not accessible at all, it is reasonable to exempt these situations from the test. Note that in testing areas that have twenty or less of the specific driving situations detailed on Section A of the DAR, applicants for class C must complete all of the manoeuvres.

Further information on this requirement is given in *Section 5 – Manoeuvres.*

- Where a temporary and unpredictable event (for example, road works) has made it impossible to include a specific driving situation for a particular test.
- If the assessment of the applicant is curtailed because of test termination.

## 2.6 Rural/remote area testing

It is recognised that in rural/remote areas it may not always be possible to meet 100% of the testing requirements as outlined in this manual.

To achieve consistency of testing conditions across all areas of Queensland, the exemptions provided in 2.5.8 in this manual are to be applied in rural/remote areas.

**Q-SAFE provided by QPS DEs**

In areas where a QPS DE conducts testing, an applicant's residential address must be in the stations geographical area of responsibility to be eligible for testing (except in extenuating circumstances*).

The boundaries for the QPS geographical areas apply where the applicant:

- intends to reside within that police division for a period of not less than six months; or
- has resided within that police division for a period of not less than six months.

*Extenuating circumstances include a non-resident who, in the opinion of the Officer in Charge of the police station, has substantiated grounds to be tested within the police division (for example, the applicant is a resident of a neighbouring police division which is closed for a period of time or a seasonal employee temporarily working or residing in the division.)

**Note:** An Officer in Charge should not agree to test a non-resident applicant who could reasonably attend a TMR testing centre.

**Q-SAFE provided by Indigenous Driver Licensing Unit (IDLU) DEs**

An exemption from the compulsory prescribed or predetermined test routes is provided for IDLU DEs conducting tests for class C, LR, RE and R vehicles within remote indigenous communities.

Q-SAFE testing provided by IDLU DEs which commences within a remote indigenous community is to be conducted using the test conditions locally available to meet the compulsory elements of a test route. IDLU DEs are required to test all the manoeuvres listed in the DAR or RAR, or as many as reasonably possible.

If it is not possible to incorporate all of the specific driving situations in a test route within the remote indigenous community area, the DE needs to consider alternative methods that could be used to demonstrate the applicant's ability to perform the necessary driving tasks.

**Ceasing Q-SAFE testing in an area serviced by TMR**

Regional Directors may decide to cease provision of DEs travelling to a rural/remote area where it is not possible to meet 80% or more of the test route criteria if the area is within 30 minutes driving time of a town that does meet the 80% requirement. (*Note: For the purposes of Q-SAFE, 80% of the test route criteria means 20 or less of the specific driving situations listed on the DAR and RAR.)*

If seeking approval to cease provision of DEs to an area, Regional Directors should consider the following:

- Will the action have a negative impact on employment in the area?
- Will the shift of testing venue to a larger town be perceived in the area as a significant reduction in services provided?

The Regional Director must seek endorsement of the decision from the General Manager, Customer Services Branch before services are ceased.

## 2.6 Locations for the manoeuvres

There are conditions that must be considered when deciding on the locations for conducting manoeuvres. These conditions must be taken into account when test routes are being designed so that appropriate assessment locations can be incorporated and the safety of the exercise assured. Further information on these conditions is given in *Section 5 – Manoeuvres*.

***Note***

If a safe location for a reversing exercise cannot be incorporated on a LR, MR, HR or HC test – that manoeuvre should not be completed, and the test should continue.

This may occur when testing at High Density Urban Traffic locations where suitable locations may be difficult to find.

## 2.7 Monitoring

The SADA or in the case of the QPS, the Officer in Charge is responsible for staff to undertake annual revision of test route design in the form of a Toolbox Talk or DELTA to ensure that Q Safe requirements are met – as outlined in Test Route Design 2.1.

# 3. Test preliminaries

## 3.1 Introduction

The test preliminaries section of Q–SAFE has two main components:

- The DE message *"A message from your Driving Examiner".*
- The vehicle check.

## 3.2 A message from your DE

The DE message is a list of statements about the test that is provided to the applicant at the time of booking and immediately before the test. It has been designed to give the applicant some helpful information on how the test will be conducted, and to clarify any misperceptions they may have about the assessment process. Use of the DE message will help improve the consistency of information about the test that is given to applicants.

The DE is required to read the applicant designated statements from the DE message prior to the pre-drive check. Before reading these statements, the DE should greet the applicant in a professional and courteous manner to help put the applicant at ease. Suggested wording for greeting an applicant are outlined in *Section 1 –Test wording*.

All DEs are provided with a laminated copy of the DE message for their use during testing.

Note that the DE message generally uses the word “assessment” rather than “test”, as this reflects the approach associated with Q–SAFE.

The message is also available in a range of other languages for applicants whose first language is not English.

The designated statements that the DE must read to the applicant are indicated on the DE message with asterisks (*), sub dot points are read by the applicant.

***Note***

There are some differences between the designated statements for motorcycles (classes R and RE) and the statements for all other classes.

The test officially commences once these statements have been read to the applicant and any questions answered. No third party is allowed to assist the applicant once the test has officially started unless instructed by the DE (for example, official interpreter).

There is no requirement to mark anything on the DAR/RAR to indicate that the statements from the DE message have been read to the applicant.

# A Message from your Driving Examiner

**BELOW IS SOME HELPFUL INFORMATION ON Q-SAFE AND WHAT YOU WILL BE EXPECTED TO DO**

* TMR is committed to providing quality customer service in a courteous manner. Violent or aggressive behaviour toward our employees is not acceptable and may be referred to the police.
* Q-SAFE is designed to evaluate your ability to drive safely and correctly in different driving situations which may include a variety of speed zones.
* I will be asking you to undertake a series of driving tasks throughout the assessment. You will be given clear directions in ample time.
* If I don't give you any specific directions, please just follow the road and be directed by road signs, signals and road markings.
  - You will be expected to perform the driving tasks when conditions are safe and in accordance with the road rules.
  - If you have a mobile phone, please ensure it is switched off for the duration of this assessment.
  - Please make any lane changes that are necessary to follow my directions.
  - At no time during the assessment will I ask you to perform any driving tasks that are illegal.
  - You may see me marking the report form during the assessment - please do not assume that an error has occurred.
  - If your vehicle is fitted with blind spot mirrors you are still required to conduct shoulder checks to ensure there are no vehicles in the blind spot.
  - Once the assessment has commenced, I am unable to answer any questions that may influence your driving performance.
  - If you are undertaking your driving assessment with an interstate learner driver licence, you must adhere to any additional conditions associated with your licence. This includes any speed restrictions specific to the State or Territory where your licence was issued.
* As you are the driver of the vehicle you will be required to demonstrate that you are able to operate the vehicle competently and safely, without the assistance of Advanced Driver Assist Systems technology – for example, Cruise Control, Active Driving Assist, Lane Centering Assist, Park Assist and Speed Assist.

  For the purpose of a heavy vehicle driving assessment, you must switch off engine compression brakes for the duration of the assessment in built up areas.
* If you are recording this assessment, all parties participating in the assessment must give written consent for the assessment to be recorded (applies to both driving school and private vehicles). **Have you given consent?** ***Please provide written consent where indicated.***
  - The recording device (either fitted in or detached from the vehicle) must be outward facing in a safe location.
  - You will not be able to access the recording device during the assessment.
* At the end of the test I will ask you to accompany me to the debrief area to discuss the outcome of your test.
* Do you have any questions?

***Note***

- The relevant statements are to be read by the DE to the applicant prior to the assessment. (For motorcycle licence applicants see next page).
- Please note that other language versions are available.

# A Message from your Driving Examiner

**(This message is applicable to motorcycle applicants only)**

**BELOW IS SOME HELPFUL INFORMATION ON Q-SAFE AND WHAT YOU WILL BE EXPECTED TO DO.**

* TMR is committed to providing quality customer service in a courteous manner. Violent or aggressive behaviour toward our employees is not acceptable and may be referred to the police.
* Q-SAFE is designed to evaluate your ability to ride safely and correctly in different riding situations, which may include a variety of speed zones.
* I will be asking you to undertake a series of riding tasks throughout the assessment. You will be given clear directions in ample time
* Directions will be given via radio, if radio reception or directions given become unclear please shake your head from side to side and I will repeat the direction
* If in the event you are unable to clearly understand the direction I would like you to pull over in a safe and legal location and I will give you further instructions on the method of directions throughout the remainder of the assessment.
* If you understand directions given please acknowledge by nodding your head.
* If I don't give you any specific directions, please just follow the road and be directed by road signs, signals and markings.
* I will be following you during the assessment so please keep me in your vision at all times. Should either of us get separated during the assessment, please stop somewhere safe and legal and wait for me or, I will ask you to stop where it is safe and legal.
  - You will be expected to perform the riding tasks when conditions are safe and in accordance with the road rules
  - Please make any lane changes that are necessary to follow my direction.
  - At no time during the assessment will I ask you to perform any riding tasks that are illegal.
  - Once the assessment has commenced, I am unable to answer any questions that may influence your riding performance.
* At the end of the test I will ask you to accompany me to the debrief area to discuss the outcome of your test.
* Do you have any questions?

***Note***

- These statements are to be read by the DE to the applicant prior to the assessment
- Please note that other language versions are available.
- DE should avoid giving the applicant more than three directions at any one time to the extent where it may cause confusion.

## 3.3 Vehicle check

The vehicle check is carried out immediately after the test has officially commenced. If the test vehicle fails to pass the check then the test is terminated at that point.

DEs are required to stand to one side of the vehicle and not in the direct path of the vehicle prior to asking the applicant to turn the vehicle ignition to accessory. This will ensure the safety of the DE in situations where the applicant accidently engages the vehicle and the vehicle may make a sudden movement.

## 3.4 Purpose of vehicle check

**The vehicle check is a visual check of the vehicle to assess its suitability for testing purposes.** It is **not** an assessment of the vehicle's roadworthiness.

## 3.5 Criteria for vehicle check

The criteria for the vehicle check has been developed from departmental policies, national standards and relevant legislation. A variety of sources have been used to develop the criteria because there is no specific legislation that outlines standards for testing vehicles.

DEs are required to assess the suitability of vehicles for testing according to the following criteria:

- Minimum standards for test vehicles as outlined in TMR policy.
- Other criteria according to TMR policy.

### TEST VEHICLE EXEMPTION POLICY – REMOTE INDIGENOUS DRIVER LICENSING UNIT (IDLU)

The minimum standards for test vehicles as detailed in section 3.6 are to be applied to assess the suitability of vehicles for testing.

However, to ensure that employment opportunities are not compromised, exemptions may apply if the test is being conducted in a remote indigenous community.

An exemption may **only** be applied to driving tests taken for a class LR, if the following strict criteria is met:

- The applicant currently resides and intends to reside within the remote indigenous community where the test is being conducted for a period of not less than six months; **or**
- The applicant currently resides and has resided within the remote indigenous community where the test is being conducted for a period of not less than six months; **and**
- The applicant does **not** have access to a test vehicle that meets the minimum standards as outlined in 3.6 of this manual for the class LR vehicle.

If the applicant meets the above criteria, the Manager (IDLU)/SADA may approve the use of a vehicle that meets the definition of a class LR vehicle, as provided in the *Transport Operations (Road Use Management – Driver Licensing) Regulation 2021.*

For example, a person applying for a class LR, who resides within the remote indigenous community where the test is being undertaken, may take the test in a vehicle built or fitted to carry more than 12 adults, with a GVM or 4.5t or less.

## 3.6 Minimum standards for test vehicles

**All test vehicles including trailers must comply within the below legal standard dimensions:**

Height – 4.3 metres
Width – 2.5 metres
Length – HC Combination - 19 metres
Length – Rigid Trucks – 12.5 metres

| Class | Minimum Standard |
|---|---|
| | **Vehicles that cannot be used for a practical driving test:**<br>• Special purpose vehicles (such as concrete pumps, drilling rigs, mobile cranes and mobile cherry pickers)<br>• Over size/ over dimensional vehicles |
| **RE** | A learner approved motorcycle (LAMS), production motorcycle, that is fitted with an electric motor, or<br>– that has not been modified other than for an allowable modification; and<br>– that is stated to be a learner approved motorcycle in a list published on the department's website.<br>**Note:** The test cannot be taken on a moped, a motorcycle with a sidecar, or a motortrike (unless a special need application is approved). |
| **R** | A motorcycle that:<br>– is not stated on the list of learner approved motorcycles published on the department's website.<br>**Note:** The test cannot be taken on a conditionally registered motorcycle, a motorcycle with a side car, or a motortrike (unless a special need application is approved). |
| **C** | A vehicle (other than a motorcycle) <= 4.5 t GVM, built or fitted to carry no more than 12 adults including the driver. |
| **LR** | A bus or truck more than 4.5t GVM but not more than 8t GVM.<br>**Note**:<br>– A bus less than 4.5t GVM which is built or fitted to carry more than 12 adults (including the driver) is not to be used for the purpose of the practical driving test as it is not considered to be representative of a class LR type vehicle.<br>– A truck presented for an LR test must be a rigid vehicle. A bobtail prime mover is not acceptable for a class LR test. |
| **MR** | A truck or bus with not more than 2 axles and of more than 8t GVM.<br>**Note:**<br>– A truck presented for a class MR test must be a rigid vehicle. A bobtail prime mover is not acceptable for a class MR test. A modification plate must be fitted.<br>– A truck presented for a MR test may be fitted with a lift axle. The vehicle is required to comply with the Australian Design Rule (ADR) that is, the vehicle must be ADR compliant when it has 3 axles on the ground. DEs must clearly note in the comments section of the DAR form and SBS comments field the specific configuration of the vehicle at the time of the test. |
| **HR** | A bus or truck with at least 3 axles and of more than 15t GVM.<br>**Additional requirements for a rigid truck/modified prime mover are:**<br>– Body and turntable mounting meets modification codes J1 and P2 and approved by an authorised officer<br>– Body must be at least 2.4m wide<br>– Body construction must allow loading of 75% of vehicle's RGVM<br>– Vehicle to have suitable load restraint system (i.e. tie down points, coaming rails, rope rails)<br>– Turntable may be attached or protruding through a hole in the body floor provided a test load could be restrained<br>– Body construction and turntable positioning must comply with Australian Standard 2174.1994<br>**Note**: Modified prime movers capable of carrying a load may be used as a test vehicle when fitted with the body and certified by an authorised person. A bobtail prime mover is not acceptable for a class HR test. A truck presented for a class HR test may be fitted with a lift axle. The vehicle is required to comply with the Australian Design Rule (ADR) that is, the vehicle must be ADR compliant when it has 3 axles on the ground. DEs must clearly note in the comments section of the DAR form and SBS comments field the specific configuration of the vehicle at the time of the test.0 |
| **HC** | – A prime mover of more than 15t GVM with at least 3 axles and semitrailer with at least 2 axles.<br>– A truck more than 15t GVM with at least 3 axles and a trailer more than 9t GVM with at least 2 axles. |

### Driver licence condition codes

**Licensee may only drive:**

**A** vehicle with ***automatic*** transmission; vehicle fitted with ***Tiptronic/Selespeed*** or similar type gearbox. **Note**: An automatic car is shown as a CA class on TICA

**B** vehicle with ***synchromesh*** gearbox (MR, HR, HC, MC). **Note**: a licence holder that has a manual car licence (C) and passes a class MR practical test in an automatic vehicle must be issued with a synchromesh restriction (B), not an automatic (A) restriction**.**

**I** a nominated vehicle fitted with a prescribed interlock or while carrying, and in accordance with, an exemption certificate given under section 91R(3) of the *Transport Operations (Road Use Management) Act 1995*

**M** while carrying, and in accordance with, a ***medical*** certificate

**S** while wearing ***corrective lenses***

**V** a vehicle fitted with driver aids, or equipped or adapted, in the way stated in a written notice given to you by the chief executive and only while carrying the notice **Note:** The notice is not currently issued.

**X1** while carrying and in accordance with, an **order** under Section 87 or 88 of the *TO(RUM) Act 1995.*

**X3** while carrying a special hardship

**X4** while carrying an order under section 79E of the *Transport Operations (Road Use Management) Act 1995*

## 3.7 Other criteria

Other vehicle check criteria relate to the following:

3.7.1 Flashing turn signal lamps
3.7.2 Brake lights
3.7.3 Park brake
3.7.4 Brake levers
3.7.5 Number plates
3.7.6 Tyres
3.7.7 Bull or roo bars
3.7.8 Registration of a vehicle
3.7.9 Motor vehicle inspection labels
3.7.10 Windscreens
3.7.11 Windows
3.7.12 Doors
3.7.13 Driver aids
3.7.14 Seats
3.7.15 Seat belts
3.7.16 Rear vision mirrors
3.7.17 Internal sun visors
3.7.18 Rubber/anti slip material on brake and clutch pedal (driver's side)
3.7.19 General cleanliness
3.7.20 Speedometer
3.7.21 Steering wheels
3.7.22 Warning devices
3.7.23 Dashboard Warning Lights
3.7.24 Motorcycle handlebars
3.7.25 Chain guards
3.7.26 Convertible style vehicles
3.7.27 Dangerous goods vehicles
3.7.28 Portable warning triangles

***Note***

These criteria cover the fundamental aspects of a vehicle check for Q-SAFE. They do not provide guidance in every situation. In cases where DEs are required to use their discretion, their main responsibility is to ensure the vehicle is suitable to use for the test.

### 3.7.1 Flashing turn signal lamps

Flashing turn signal lamps must meet the conditions detailed below.

- Lamps to the front of the vehicle can show a white or amber light.
- Lamps to the rear of the vehicle can only show an amber light.
- Vehicles equipped with signalling devices must be capable of signalling for both left and right turns.

***Note***

- Any vehicle first registered after 1 December 1961 must have both right turn and left turn signalling devices fitted.
- If any turn signal lamp is damaged and the light from the bulb is not showing the required colour, the applicant may, as a temporary measure, cover the turn signal light with suitable cellophane or similar material that will change the emitted light to the required colour.

### 3.7.2 Brake lights

Testing vehicle brake lights must be appropriately fitted and in proper working order.

Specifically, the brake lights fitted to any testing vehicle must:

- Be affixed at the rear of the vehicle.
- When on, a brake light must show a red light visible 30m from the rear of the vehicle.
- Be affixed as a pair for:
  - a four wheel motor vehicle built after 1959
  - a motor trike built after 1959 with two rear wheels
  - a trailer built after June 1973.
- If only 1 brake light is fitted to a vehicle, it must be fitted in the centre or to the right of the centre of the vehicle's rear.
- Have the centre of the light at least 350 mm and not more than 1500 mm above ground level.
- Be such that it will light when any service brake on the vehicle or combination of vehicles is applied.

***Note***

- Any motorcycle which was first registered on or after 1 January 1962 must have at least one brake light that complies with the above requirements.
- If any brake light is damaged and the light from the bulb is not showing a red light, the applicant may, as a temporary measure, cover the brake light fitting with a suitable material that will change the light from the bulb to a red colour.

## 3.7.3 Park brakes

A park brake must be in proper working order when fitted in a test vehicle.

***Note***

The park brake needs to effectively hold the vehicle.

## 3.7.4 Brake levers

Motorcycles brake levers must meet the following conditions:

- Have no sharp or jagged edges.
- Have a comfortable full handgrip.

## 3.7.5 Number plates

Test vehicles must be fitted with number plates that meet the following conditions:

- Number plates for vehicles other than motorcycles must be securely attached to both the front and rear of the vehicle and be clearly legible from a distance of 20m.
- Motorcycle number plates must be securely attached to the rear of a motorcycle and be clearly legible from a distance of 20m.

***Note***

- In cases where a number plate(s) is partially legible or illegible, the test must not proceed and the applicant should be advised that the number plate must be replaced.
- Any letter, symbol or figure of a number plate must not be obscured by any part of, or thing attached to, the vehicle, or by any loading being carried on the vehicle. This includes the fitting of a tow bar where the tow bar or the tow ball obscures the number plate.
- Vehicles displaying trade plates cannot be used as a test vehicle.

## 3.7.6 Tyres

Tyres on test vehicles must comply with the following requirements:

- Tyres must meet the minimum standard for the vehicle as outlined on the tyre placard affixed to the vehicle. Each tyre and rim fitted to the vehicle must have enough size and load bearing capacity to safely carry the weight put on it.
- In general, vehicles must be fitted with the same type of tyre construction on all wheels, that is, all radial ply tyres or all crossply tyres. However, vehicles which have dual wheels on the rear may have radial ply tyres on the front and cross ply tyres on the rear.
- Each tyre fitted to the vehicle must have a tread pattern of a depth of at least 1.5mm on every part of the tyre that touches the road, and must not be fitted with cleats or another device likely to damage a road.
- For a vehicle with a GVM over 4.5t, the tread pattern must be at least 1.5mm deep, in a band running continuously across at least 75% of the tyre width that normally comes into contact with the road and around the whole circumference of the tyre.
- Tyres should be appropriately inflated.
- Re-grooved tyres are acceptable for test vehicles as long as they comply with the relevant standards. Tyres must explicitly be labeled “Regroovable” by the manufacturer on the sidewall and cannot have any structural belts visible or damaged.
- Tyres must not be damaged in any way that may compromise safety. For example, serious cuts, cracks or bulges in the sidewall, or tread separating from the tyre carcass.

***Note***

- P165/75 SR13 is an example of a typical tyre marking. The definition is as follows: P passenger 165 section width 75 height-to-width ratio; S speed rating; R radial; 13 rim diameter (inches).
- Space-saver tyres are not suitable for testing as they are designed for emergency use only.
- Where the tyre or rim protrudes outside of the normal mudguard line, flexible plastic fibreglass or rubber flares must be fitted. The tyre or rim must not rub on wheel arches or running gear under any conditions.

## 3.7.7 Bull or roo bars

Bull or roo bars are acceptable, provided the bars or anything attached to them do not constitute a danger to other road users, and meet the following conditions

- Do not prevent a driver from having sufficient view or control
- Do not project more than 1m in front of the headlamp or 150mm on either side of the vehicle.
- Have no sharp edges or additional fittings (e.g. fishing rod holders) protruding forward from the front outer face or above the top of any bumper bar or bull/roo bar.
- Do not obscure the turn indicator lamps when they are flashing.

## 3.7.8 Registration of a vehicle

All vehicles presenting for a driving assessment must be currently registered.

This may be verified by:

- Sighting a current TMR payment receipt, or
- Checking TMR records (for example, using the online registration status check tool or TMR Rego App using the vehicle's registration number).

## 3.7.9 Vehicle inspection

Commercial vehicles may only be used for testing if the vehicle's inspection certificate (if applicable) is current or if an extension of time has been granted until the inspection can be conducted. This includes vehicles maintained under the National Heavy Vehicle Accreditation Scheme or an alternative accreditation scheme.

If doubt exists, a check of TMR records should be conducted to confirm the vehicle inspection status.

## 3.7.10 Windscreens

The test vehicle windscreen must have a suitable level of visibility. The area of the windscreen which is swept by the wipers must not be damaged to the extent that safety is compromised by poor visibility.

DEs are required to use their discretion to determine if windscreen damage or marks left after repairs potentially affect safety.

***Note***

- In cases where windscreen visibility is only affected by dirt or grease, the DE may allow the applicant time to clean the windscreen.
- The upper portion of the windscreen may be tinted provided it does not affect visibility. It should not extend lower than a horizontal line contacting the uppermost point of the arcs swept by the wipers.
-

## 3.7.11 Windows

Test vehicle windows must meet the following conditions:

- They must be able to be opened and closed
- They must have a safe level of visibility.

***Note***

For the purposes of testing, window tinting is permissible provided that visibility is not compromised in a way which may affect road safety.

## 3.7.12 Doors

All doors on test vehicles must be able to be opened from the inside and outside and fitted with door handles.

## 3.7.13 Driver aids

In some cases, test vehicles may have been modified to suit the physical requirements of the driver (e.g. person with a medical condition). Depending on the medical condition or disability, the doctor may require a functional assessment or a practical driving assessment to be undertaken by an occupational therapist.

Based on this, the doctor would make a recommendation about whether the person can hold a driver licence and, if so, what type of licence they could hold. This could be an unconditional driver licence, or a conditional driver licence with an 'M' condition. Alternatively, the doctor may recommend that the person can hold a driver licence with a 'V' condition.

A 'V' Condition means that the person must only drive a vehicle with the suitable modifications made to it. This could include modifications to the vehicle controls should the person's medical condition or disability require it.

For licences with 'V' and/or 'M' conditions, the person would need to carry a current copy of their medical certificate with them at all times when driving, including during any driving tests.

These vehicles may be used for testing provided the applicant can produce evidence that the vehicle has been legally modified (e.g. vehicle modification certificate).

There is no restriction from any person driving a specially modified vehicle if they hold a licence appropriate to the vehicle type.

## 3.7.14 Seats

All test vehicles must have an appropriate seat available for both the Driver and the DE that is properly secured and in a serviceable condition.

In test vehicles where head restraints (head rests) are a standard feature they must be fitted to all seats that are occupied during the assessment.

***Note***

This requirement does not apply to motorcycles.

## 3.7.15 Seat belts

All test vehicles (excluding route service buses) must be fitted with seatbelts that are in a serviceable condition.

Seat belts fitted to the test vehicle, for use by the driver, front passenger and any third party must be in good working order and condition, for example, not frayed, cut, damaged or twisted.

***Note***

Vehicles that are route service buses (or involved in local operation) do not require seat belts to be fitted for passengers however, the driver must wear a seat belt if fitted to the vehicle.

## 3.7.16 Rear vision mirrors

All test vehicles must be fitted with a minimum of one internal rear vision mirror and one external offside rear vision mirror.

Exceptions are detailed below.

- **Vehicles are required to have a rear vision mirror on each side of the vehicle in the following situations:**
  - Vehicles designed to carry at least eight passengers or mainly to carry goods.
  - Where any trailer is wider than the vehicle.
  - Where a mirror fixed to the inside of the vehicle cannot perform the function of a rear vision mirror.

***Note***

- A rear vision mirror must not project more than 150mm outwards past the side of the vehicle. However, in the case of a vehicle with a gross vehicle weight of 8.5t and over, such mirrors may project 230mm on each side beyond the maximum width, provided each such mirror is capable of collapsing to 150mm.
- A mirror fitted to a vehicle other than a passenger car, with a gross vehicle weight of 2.1t and over should be at least 150 square cm in area.
- Vision improvement devices (for example, reverse cameras) can be used as an additional driver aid in situations where the driver is reversing. However, a driver must still demonstrate all required competencies as if the device wasn't fitted to the vehicle (for example, using all-around physical observation, and mirrors).

- **Motorcycles or motortrikes with one front wheel, built after June 1975, must have at least one rear vision mirror fitted to each side.**

***Note***

Motortrikes are not suitable test vehicles except on production of a special need licence approval.

- **Class C driver trainer vehicles must be fitted with an:**
  - Additional internal rear view mirror for the trainer.
  - External driving mirror on each side of the vehicle.

***Note***

- Shape of rear vision mirrors: A rear vision mirror is generally a flat reflecting surface; however it is acceptable to have a convex mirror on the near side of the vehicle. It is also permissible to fit an additional convex mirror to the offside of the vehicle (e.g. “blind spot” mirror).
- A DE is not a driver trainer so the absence of an additional internal rear view mirror should not prevent a test from being undertaken.

## 3.7.17 Internal sun visors

Test vehicles are required to be fitted with internal sun visors.

However, in cases where they are not present, it is acceptable to proceed with the test provided their absence does not compromise the applicant’s ability to drive safely. DEs should take into consideration whether the applicant can overcome any safety risk through other means such as glare resistant sunglasses.

## 3.7.18 Rubber/anti slip material on brake and clutch pedal (driver’s side)

The vehicle must have an anti-slip surface or rubber pad for both the brake and clutch appropriate to the vehicle type (that’s manual or automatic).

## 3.7.19 General cleanliness

The inside of the test vehicle must be sufficiently clean so that it does not jeopardise the health or safety of vehicle occupants.

Specifically, the inside of the test vehicle should be:

- Reasonably hygienic (e.g. no rotting food, no animal excrement).
- Reasonably clean (e.g. no excessive dirt or grease on seats or seatbelts).
- Free of potentially hazardous loose materials (e.g. food containers, paint tins, papers).

## 3.7.20 Speedometer

Test vehicles must be fitted with a functional speedometer.

## 3.7.21 Steering wheels

In cases where there has been a replacement steering wheel fitted to a test vehicle the replacement steering wheel may be up to 25mm smaller than the original wheel, however the minimum diameter should not be less than 350mm unless specifically approved.

## 3.7.22 Warning devices

Test vehicles must be fitted with a warning device (e.g. horn) that makes a constant sound. The sound

it makes must be sufficient to warn a person of the presence of the vehicle.

The switch that operates the warning device must be positioned appropriately so that the driver can operate it quickly and effectively with one hand, regardless of the position of the steering wheel or handlebars.

## 3.7.23 Dashboard warning lights

If the test vehicle has a warning light displayed and it does not extinguish shortly after the engine is started, then the assessment should not proceed in certain circumstances. Warning lights are often red and sometimes flash. They warn that there is a possible safety issue or potential vehicle damage. Examples include: lights warning of airbag failure, a major engine management issue or brake failure. Warning lights indicating such matters as a service reminder would not preclude the assessment from proceeding.

## 3.7.24 Motorcycle handlebars

Motorcycle handlebars should conform to the requirements outlined below.

- The handlebars of the motorcycle shall be symmetrical on either side of the front wheel and steering head assembly.
- They must not extend vertically above the part of the steering head to which they are attached for a distance greater than 380mm.
- They must not extend less than 250mm or more than 450mm on each side of the centre line of the motorcycle.
- The height of the lowest part of the handgrip above the lowest part of the upper surface of the driver's seat shall not exceed 380mm.
- No part of the handlebars, or equipment or controls attached, should contact the machine other than at the steering stops.

***Note***

After market manufactured handlebars are acceptable provided they meet the conditions above, are properly constructed out of suitable materials, are adequately mounted and are free of any sharp protrusions or edges.

## 3.7.25 Chain guards

Vehicles fitted with a chain that transmits engine power (e.g. motorcycles) must have appropriate protection from this chain for the driver/rider or passenger.

Specifically, chains should be sufficiently guarded to protect a person if the chain breaks during driving and to prevent situations such as loose clothing or feet getting caught by the chain or between the chain and sprocket.

***Note***

- In cases where there is doubt about the coverage of the chain guard, DEs must be satisfied that appropriate protection is provided from the chain as detailed above.
- The drive chain should also be properly adjusted and tensioned, that is, generally there should be no more than 25mm of vertical movement of the chain.

## 3.7.26 Convertible-style vehicles

If the test vehicle is a convertible, the roof must be closed and secured to be suitable for the test.

## 3.7.27 Dangerous goods vehicles

A vehicle normally used to transport dangerous goods may be used for testing provided it meets the conditions outlined below:

- If the vehicle is used for the carriage of non-flammable substances, a letter or certificate must be provided from the owner or authorised company stating that the vehicle tanks have been emptied and purged and that no liquids, solids, powders or vapours still remain in the tanks. The certificate or letter must be kept in the vehicle for the duration of the assessment.
- If the vehicle is used for the carriage of flammable substances, a certificate or letter must be provided from an organisation or company responsible for the purging of the tanks stating that the tanks have been purged and that there are no vapours of an explosive nature remaining. The certificate or letter must be kept in the vehicle for the duration of the assessment.
- All signs suggesting that dangerous goods are being carried in the vehicle should be removed or reversed. Any decals may remain visible.

## 3.7.28 Portable warning triangles

Vehicles with a GVM over 12t must be equipped with at least 3 portable warning triangles.

## 3.8 Other issues

There are two other issues that DEs must be aware of when they are carrying out the vehicle check.

- **Vehicle modification**
  - If in the process of carrying out a vehicle check, the DE believes that a vehicle has been modified without approval, they must notify their SADA and M (CSC).
  - DEs should be aware that according to state legislation it is illegal to make certain modifications to vehicles without proper approval.
- **Rectifying minor faults**
  - In some cases, minor faults identified on vehicle check may be able to be rectified within a very short period of time.
  - Examples of minor faults that may be rectified include:
    - changing brake or indicator light globe
    - changing a tyre
    - adjusting the sound of the horn
    - adjusting a stop light sender switch for a motorcycle
    - adjusting a motorcycle drive chain
    - cleaning a dirty windscreen.

  The test should be allowed to proceed if an identified fault can be corrected in sufficient time to complete the assessment before the next appointment. If there is insufficient time, the test should be cancelled

**Use of in-vehicle video recording systems**

This policy provides guidelines relating to the use of recording equipment by driver trainers/applicants/any other person in the vehicle during a Q-SAFE assessment. Whilst the use of recording devices does not necessarily breach the *Invasion of Privacy Act 1971* in all circumstances, TMR can legally impose the conditions on how these devices are to be used during practical driving tests under the *Transport Operations (Road Use Management-Driver Licensing) Regulation 2021* section 381, 1(a).

Driver trainers/applicants/any other person must comply with all relevant laws. Driver trainers must also comply with their obligations under the *Transport Operations (Road Use Management) Act 1995* section 143, in relation to confidentiality and their obligations under the 'Code of Conduct for Accredited Driver Trainers – September 2014' section 4.0 in relation to privacy of information.

A Q-SAFE test may be recorded by a driver trainer/applicant/any other person in the vehicle provided they comply with the following:

**Before the Test**

- Consent for the recording and its later use and disclosure (including that a copy of the recording is to be provided to the driving examiner/applicant/any third party or TMR on request) must be obtained in advance from the driving examiner, the applicant and any third party who will be in the vehicle during the period of recording.
- The driver trainer/applicant/any third party who intends to activate recording equipment in relation to a driving assessment must obtain consent in advance of each Q-SAFE assessment.
- To protect the interests of all parties participating in the driving assessment process, the consent must be obtained in writing by way of a signature on the relevant section of the DAR.
- The driving examiner/applicant/any third party is also taken to have given consent if a clearly visible sign is present in the vehicle, stating that the test can be recorded, and the driving examiner/applicant/any third party remain in the vehicle for the test.
- The applicant/third party may refuse consent. If consent is refused, the recording equipment must not be activated.
- Driving examiners may only refuse consent if the conditions listed below under 'During the Test' are not met. If the recording device is set up to face outwards and is only recording the exterior of the vehicle (for example, dashcams), consent is not subject to refusal. **Refer to Note section below for more information*.
- The recording or any part of the recorded material (video, audio or transcript) must only be captured and used for a purpose directly related to the:
  - driver trainer's role as an accredited driver trainer
  - applicant/any other person seeking a review of a practical driving test outcome.

**During the Test**

- The recording device:
  - must be facing outwards.
  - cannot film inside the cabin where the driving examiner/applicant/any other person are seated.
- Video recordings with audio are permitted if consent is provided by all parties.
- Audio only recordings are not permitted.
- Images of the driving examiner/applicant/any other person are not permitted.

**After the Test**

- Recordings must not be manipulated or amended.
- Recordings must not be posted on any internet website, including on social media.

- Applicants may only provide the recording to another relevant person (for example, DE/SADA/Senior Advisor/Manager/driver trainer) for the sole purpose of, and as reasonably necessary for, a review of the outcome of the practical driving test.
- The driver trainer/applicant/any other person must take reasonable steps to ensure appropriate storage and security of each recording, to protect against loss, access, disclosure or other misuse.
- A copy of the recording must be supplied to the driving examiner/applicant/any other person in the recording upon request.

***Note***

**Consent:**

- If the above requirements are not agreed to or abided by, or the recording device is facing inside the cabin of the vehicle, the driving examiner has the right to refuse consent.
- Driving examiners may ask for audio on the recording device to be switched off, however, if the audio is unable to be disabled (such as, a built-in dash cam) and the driving examiner does not consent to the use of audio, this must be escalated to a Senior Advisor/Manager prior to the test being refused.
- TMR is not obligated to supply another driving examiner if a test is refused.

## 3.9 How to mark the report form

The outcome of the vehicle check must be recorded in the Application and Assessment Details section of the DAR/RAR by crossing the appropriate box (suitable/unsuitable).

If the testing vehicle is unsuitable the test is terminated and the **Test terminated** box in the Assessment Result section must be crossed and the reason detailed.

# 4. Pre-drive check

## 4.1 Introduction

The pre-drive check assesses the applicant's ability to locate and explain a range of vehicle controls. It is carried out after the vehicle check is completed.

The pre-drive check is a performance check, however, it is discussed separately because in some ways it is different to all the other performance checks in the test.

The most notable difference between the pre-drive check and the other performance checks (Section C of the DAR/RAR) is the DE must assess the required number of items from the list, and check off those items as they are assessed.

In the other performance checks (sections D and E of the DAR/RAR), it is only necessary to record errors.

The requirements for the pre-drive check are outlined below. Information on pre-drive check scoring and how to mark the DAR/RAR is also given.

Suggested wording to use for the pre-drive check is detailed in *Section 1 –Test wording*.

## 4.2 Pre-drive check – requirements

**Performance outcome**

The applicant is required to locate a range of vehicle controls. At the direction of the DE, the applicant should be able to **locate** and **explain the operation of** the pre-drive check items detailed below.

- For class C and LR - select two items.
- For class R and RE - select four items.
- For class MR, HR and HC - select four items.

| ITEM | CLASS |
|---|---|
| Choke (Note 1) | RE, R |
| Side stand | RE, R |
| Fuel/reserve (Note 1) | RE, R |
| Kill switch | RE, R |
| Mirrors (Note 2) | RE, R, C, LR, MR, HR, HC |
| Headlights/dip | RE, R, C, LR, MR, HR, HC |
| Wipers | C, LR, MR, HR, HC |
| Washers | C, LR, MR, HR, HC |
| Demister | C, LR, MR, HR, HC |
| Air conditioner | C, LR, MR, HR, HC |
| Hazard lights | C, LR, MR, HR, HC |
| Seat adjustment (Note 3) | C, LR, MR, HR, HC |
| Auxiliary brake (Note 4) | MR, HR, HC |
| Trailer brake (if relevant) | MR, HR, HC |

***Note***

1. For class R and RE, applicants should be seated on the motorcycle to locate, explain or adjust the fuel tap and choke if not located on the handle bars. The DE is to request that this be performed without looking at the controls. Applicants must be allowed to observe the choke control if located near the engine.
2. Applicant must locate all the mirrors and explain how they are adjusted using the appropriate controls. They are not required to explain what is visible in the mirrors.
3. Applicant must locate all seat adjustment controls and explain to the DE how they are to be used.
4. For the purposes of Q-SAFE, auxiliary brake means engine/exhaust brake.

***Important Notes***

- The DE should advise the applicant they may explain the operation of controls with the ignition key switched off. This prevents any possible damage that may occur (for example, windscreen wipers on a dry screen).
- Some vehicles will not have all the controls detailed in the pre-drive check (for example, air conditioner). The DE is required to assess the relevant controls that are present in the test vehicle.
- Applicants are only required to locate and explain the functional operation of controls listed in the section 4.2.

## 4.3 Pre-drive check – scoring

- A NCDE is scored if the applicant is unable to locate and explain how to operate/adjust any of the controls described in the requirements above.
- If NCDEs are scored, the test continues and the accumulated errors count toward the overall assessment result.
- There are no CDEs or SRDEs in the pre-drive check.

## 4.4 How to mark the report form

In Section C of the DAR/RAR, check off the vehicle controls assessed by ticking the circles provided.

Leave the circle blank if a control is not assessed because it is not present in the vehicle.

Score any errors (NCDEs) by crossing the box next to the appropriate control.

# 5. Manoeuvres

## 5.1 Introduction

In Q–SAFE there are certain manoeuvres that must be assessed for the different classes.

The key issues that you need to be familiar with are:

- The types of manoeuvres that are **compulsory** for the different classes.
- The **requirements** for each of the manoeuvres.
- The **conditions on locations** where manoeuvres can be conducted.
- The performance checks and scoring criteria used to **assess** the manoeuvres.
- The required **test wording** to use when directing an applicant to undertake the manoeuvres.

All these issues, except test wording, are discussed in detail in this section. When applicable, information regarding **how to mark the report form** is also given.

See *Section 1 – Test Wording* for further information.

## 5.2 Compulsory and optional manoeuvres

| COMPULSORY MANOEUVRES | CLASS |
|---|---|
| Reversing exercise | LR, MR, HR, HC |
| Gear change exercise | MR, HR, HC |
| Hill start | RE, R, LR, MR, HR, HC |
| Uncouple/recouple | HC |
| Slow ride | RE, R |
| Emergency stop | RE, R |
| U-turn (maximum of 2) | RE, R |
| **OPTIONAL MANOEUVRES (Select Two)** | |
| Turn around | C |
| U-turn | C |
| Hill start | C |
| Reversing exercise | C |
| Reverse park | C |
| Automatic gear change | CA |

***Important Notes***

- For a class C test, 2 optional manoeuvres must be conducted; a minimum of one must contain a reversing component.
- Applicants for class C licence are required to perform all of the optional manoeuvres in testing locations that have 20 or less of the required specific driving situations detailed on the DAR form. For further details, see *Section 2.6 Rural/remote area testing*.
- In rural/remote areas where there are not hills, a driver is able to demonstrate the skills required to perform a hill start on flat terrain, by performing the same actions required for moving off a hill.
- A driver is allowed to activate the hazard lights of a vehicle while moving slowly, if there is obstruction likely to be caused to other drivers or pedestrians, for example during low speed manoeuvres.

### How to mark the report form

In Section B of the DAR/RAR, tick the circles to record which manoeuvres have been assessed for the class being tested.

It is not necessary to record anything on the report form in relation to manoeuvre requirements. Descriptions of what is required for each of the manoeuvres are detailed according to class.

## 5.3 Specific requirements for cars – class C

**Reverse park requirements (Diagrams 8 and 9)**

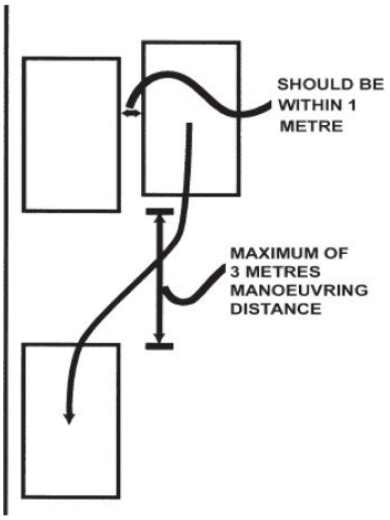
- Pull up alongside a parked vehicle.
- Reverse into a space behind parked vehicle using a **maximum of two reverse movements and one forward movement**. Must finish within 45cm of the kerb and 1m to 2m from the vehicle in front. The optimum distance will vary slightly, depending on the vehicle's steering geometry.
- Any reverse movements must be conducted with a maximum distance of 3m between the parked vehicle and the front of the test vehicle.
- Drive off from this position using a maximum of one change of direction (that is, one reverse movement) if required.
- Must be performed on the designated vehicle unless circumstances necessitate a change.

***Note***

If reversing into a marked parking bay the vehicle must finish within the confines of the parking bay.

Active Parking Assist (APA) is not permitted when conducting the reverse park manouvre. If the APA cannot be turned off then another manouvre, with a reversing component, should be used.

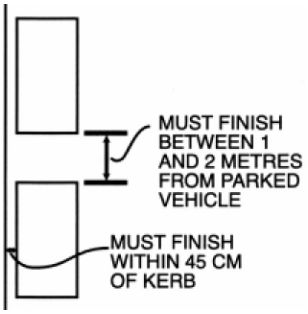
***Diagram 8***




***Note***

Should the applicant reverse more than 3m, the DE must politely request the applicant to stop and continue the exercise with the forward movement.

***Diagram 9***



**Turn around manoeuvre requirements**

- Conduct the manoeuvre on a street 6m to 8m wide.
- Turn the vehicle around between the kerbs using forward and reverse gears with a minimum number of attempts.
- Should not touch the kerbs during the manoeuvre.
- DEs need to take into consideration the constraints of the street width and the turning circle of the test vehicle. However, it should not require more than four direction changes to complete the turnaround manoeuvre (that is more than five points to the turn).

***Note***

- The DE should advise the applicant to undertake the manoeuvre within the confines of the roadway. (Driveways should not be used for this purpose.)
- It may be necessary for the DE to refer to the manoeuvre as a "three-point turn" if the applicant appears uncertain of what is a turnaround manoeuvre.

**U-turn requirements (Diagrams 10-14)**

- Turn the vehicle around in one forward movement at an intersection with appropriate space for the turn or within the confines of a wide street.
- A right signal should be displayed and the turn should be commenced from as close as practicable to the centre of the road where there is a dividing line and or median strip. Where there is no dividing line or median strip, the turn should be commenced from a position to the left of the centre of the road.
- For the purpose of this exercise, a U-turn can be conducted at any intersection or road where the driver has clear view of any approaching traffic, and the driver can safely make the U-turn without unreasonably obstructing the free movement of traffic.

***Note***

- The U-turn must be conducted only in areas where it is legally permitted.
- The U-turn should be performed using the intersection in the most efficient method
- A No U-turn sign applies until the next intersection, the end of the road or when another sign permits a U-turn.
- The U-turn illustrations in the Q–SAFE manual show the preferred paths to take, however it is important that DEs do not penalise applicants for performing a legal U- turn that varies from the illustrations in the Q–SAFE manual.

***Diagram 10***

**Appropriate U-turn**

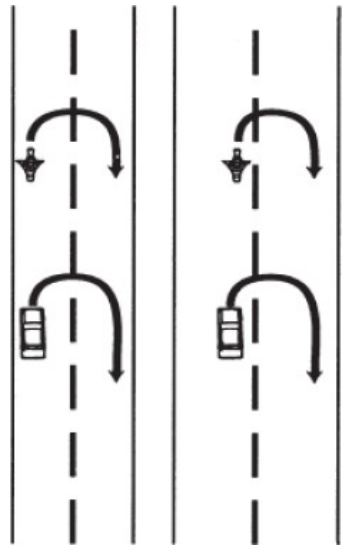


***Diagram 11***

**Appropriate U-turn**

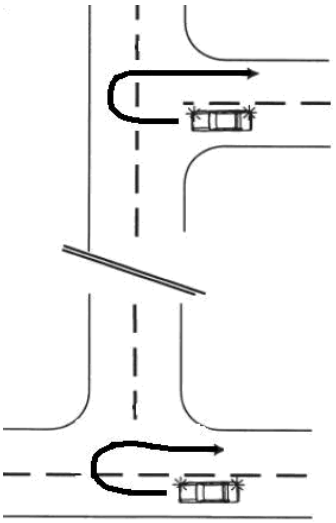


***Diagram 12***

**Appropriate U-turn**

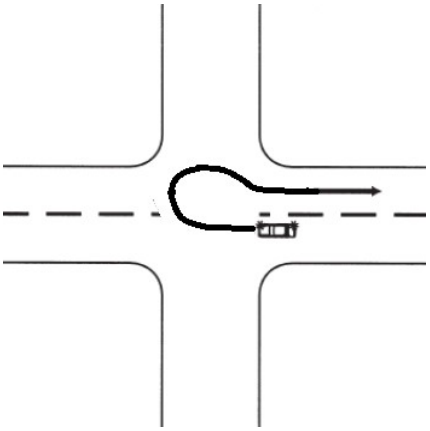


*Diagram 13*

**Appropriate U-turn**

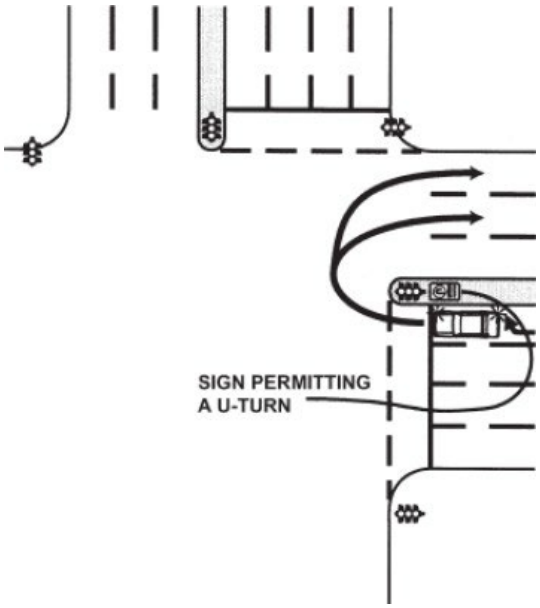
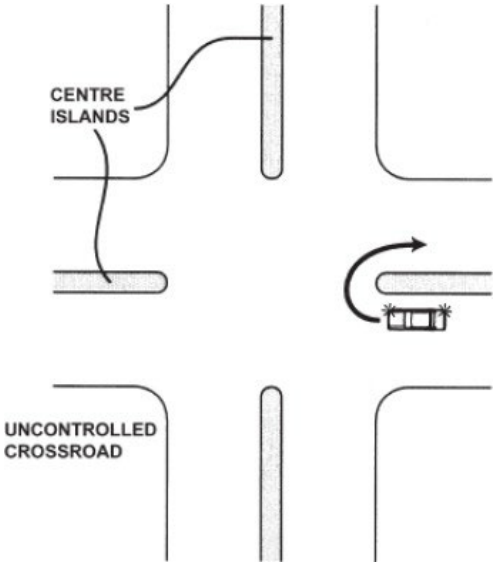



*Diagram 14*

**Appropriate U-turn**




**Hill start requirements**

Move off smoothly from a stationary position and travel up a moderate incline without rolling back.

*Note*

Hill Start Assist (HSA) is a primary safety feature which may or may not be able to be disabled in any particular vehicle. While available for use during testing, DEs should take steps to assure that drivers are able to demonstrate appropriate control of the vehicle when starting on a hill.

If HSA cannot be turned off, the DE is to choose another manoeuvre.

**Reversing exercise requirements**

Reverse the vehicle along a straight stretch of road for a distance of between 25m and 30m, staying within approximately 50cm of the kerb.

**Gear change requirements (automatic cars only)**

- Select a lower gear of the vehicle and then re-select the normal “drive” gear while moving.
- If practicable it is preferable to conduct this exercise while travelling down a slight to moderate decline.

*Note*

For the purpose of this exercise it is only necessary to select the next lower gear before “drive”.

## 5.4 Specific requirements for heavy vehicles – class LR, MR, HR and HC

**Reversing exercise requirements (class LR, MR and HR) Diagram 15A**

- Reverse the vehicle around a corner as if reversing into a loading bay. The manoeuvre can be conducted in a left or right-hand direction.
- The manoeuvre should be commenced from a position parallel to and rear wheels to remain within 2m of the left road edge or kerb. At the completion of the exercise, the vehicle should be parallel to and within 2m of the edge or kerb.
- The applicant should be given two attempts to successfully reverse the vehicle around a corner. In each attempt, two reverse movements and one forward movement is allowed. The forward movement for left and right reverse can be as far as the edge or kerb.
- This exercise should be done predominantly using the mirrors when observing to the rear. An occasional glance over the shoulder is allowed.

***Note***

If a suitable location cannot be found to reverse an LR, MR or HR around a corner, then a straight reverse manoeuvre (between 40 - 50 metres) would be suitable.

**Reversing exercise requirements (class HC) Diagram 15B**

- Reverse the vehicle in a straight line over a distance of between 40-50m.
- The manoeuvre should be commenced from a position parallel to and within 2m from the left road edge or kerb. At the completion of the exercise the vehicle should be parallel to and within 2m of the edge or kerb.
- The applicant should be given two attempts to successfully reverse the vehicle. In each attempt one correction is allowed.
- This exercise should be undertaken predominantly using the mirrors when observing to the rear. An occasional glance over the shoulder is allowed.
- For dog trailer combinations, the applicant should be given the option to reverse with or without the trailer steerable axle locked.

***Note***

If a safe location for a reversing exercise cannot be incorporated on a LR, MR, HR or HC test - that manoeuvre should not be completed, and the test should continue.

***Diagram 15A***

**Heavy vehicle – reversing exercise**

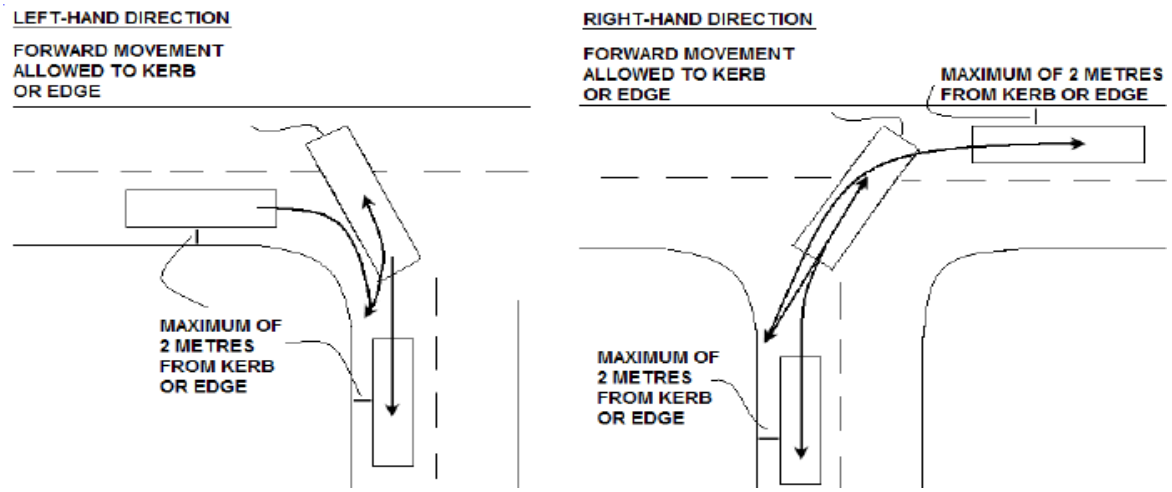
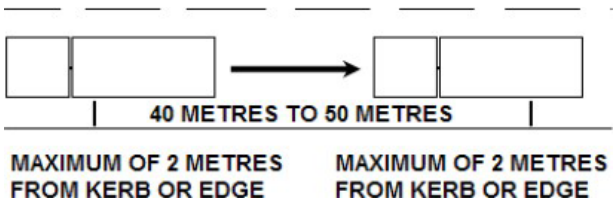



***Diagram 15B***

**Heavy vehicle – straight line reversing exercise**



**Gear change requirements (class MR, HR and HC)**

- With the vehicle in motion travelling along a road with a level surface or slight incline, change down the gears to a lower gear (excluding crawler gears). The highest gear in the lower range is sufficient where the gearbox has a dual range.
- On vehicles fitted with a five or six speed gear box (with constant mesh in first gear and synchro the remainder), applicants are only required to change down to second gear with the vehicle in motion.
- If the gearbox has a facility for splitting gears, the applicant may be asked to split gears while changing up during this exercise.
- If the automatic gearbox has the facility for downshifting, the applicant will be asked to downshift to a lower gear.

***Note***

It is unnecessary to ask the applicant to undertake the gear changing exercise if the above requirements have been demonstrated by the applicant during the course of the test.

**Hill start requirements (class LR, MR, HR and HC)**

Move off smoothly from a stationary position and travel up a moderate incline without rolling back.

***Note***

- In class LR, MR and HR vehicles not moving from a parked position, the park brake should be used to secure the vehicle when waiting to move off on a hill.
- In class HC vehicles, not moving from a parked position, the trailer brake should be used to secure the vehicle when waiting to move off on a hill. This is to avoid activating the spring brakes.
- Vehicles fitted with ADAS are permitted to use the Hill Start Assist (HSA) function. when conducting the hill start manouvre.
- HSA is a primary safety feature which may or may not be able to be disabled in any particular vehicle. While available for use during testing, DEs should take steps to assure that drivers are able to demonstrate appropriate control of the vehicle when starting on a hill.

**Uncouple/recouple requirements (class HC only)**

*Correct sequence and procedure – uncouple*

- Apply park brake to truck.
- Alight from the cab facing the vehicle.
- Secure Wheel Chocks (if required)
- Ensure triangles or safety cones are placed on roadway where appropriate.

***Note***

This is necessary only for vehicles that do not have an operational spring brake system or brake away system.

- Lower trailer/drawbar support legs.
- Disconnect, retract and secure:
  - electric cable from the trailer
  - hydraulic lines from the trailer
  - chains where applicable
  - brake hoses from the trailer.
- Release turntable jaws/pin coupling.

***Note***

In some cases, extra time (more than 12 minutes) should be allowed, for example flying saucer-type coupling.

- If the vehicle is fitted with air bag suspension, where necessary, the air dump valve should be operated to prevent any damage to the vehicle.
- Drive vehicle forward for a distance of 10m.

***Note***

Where applicable, the DE should be seated next to the applicant to fulfil regulations regarding an accompanying licence holder.

*Correct sequence and procedure – recouple*

- Ensure pin coupling/jaws are in the correct position for recoupling.
- Reverse vehicle back towards the trailer. The applicant is permitted to stop and observe the position of the vehicle in relation to the trailer coupling. Where applicable, activate valve to refill air bag suspension.

***Note***

Where applicable, the DE should be seated next to the applicant in order to fulfil regulations regarding an accompanying licence holder.

- After the vehicle and trailer have coupled, the applicant should check that all mechanisms have locked by:
  - Attempting to carefully ease forward against the trailer brakes (that is tug test).
  - Visually checking the coupling to ensure locking pin/jaws have engaged (after first applying the park brake).
- Connect and check the condition of:
  - brake hoses
  - hydraulic lines
  - electric cables
  - chains if applicable (ensuring they are crossed).
- Wind up trailer support legs and lock in position or secure draw bar leg.
- Start engine and build air pressure to operating level.
- Walk around vehicle listening for air leaks and checking the condition of all tyres.
- Remove wheel chocks (if applicable).
- Check trailer brake, foot brake lights, indicators, and sound the horn.
- Ensure triangles or safety cones are collected and stored back in the Truck or Trailer.

***Note***

This ensures correct functioning of the electrical system.

- An additional test should be conducted using the trailer brake at low speed (less than 5km/h).

## 5.5 Specific requirements for motorcycles – class RE and R

**Slow ride requirements**

- Ride the motorcycle slowly (at no more than a slow walking pace) for a distance of 20m, staying in full control of the vehicle.
- At very low speeds it may be appropriate to ride the clutch and use the rear brake slightly for the purpose of increasing stability.

**Emergency stop requirements**

- Bring the motorcycle to a stop as quickly and safely as possible from a maximum speed of 40km/h.
- Must stay in full control of the vehicle.
- Both brakes must be used and the wheels should not lock up.

**U-turn requirements**

- Conduct a maximum of two U-turns of varying descriptions at intersections and/or between the kerbs of a road.
- The U-turns should be commenced from a position where the applicant's vehicle is parallel to and as near as practicable to the road's centre line if at an intersection and if the road has a centre line OR if the road does not have a centre line or if the applicant is not at an intersection the U-turn can commence from anywhere on the left side of the road.

**Hill start requirements**

Move off smoothly from a position parallel to the edge or kerb and travel up a moderate incline without rolling back.

## 5.6 Conditions on locations where manoeuvres can be conducted

There are **conditions** that need to be considered when deciding on the **locations for conducting manoeuvres.** These conditions must be taken into account when **test routes** are being designed.

Where practicable, these conditions need to be followed by DEs, and the SADA will be responsible for monitoring that they are observed.

There are a number of **general conditions that apply to all classes**, as well as **conditions specific to particular classes**. These conditions are detailed below.

There is no requirement to mark anything related to these conditions on the DAR/RAR.

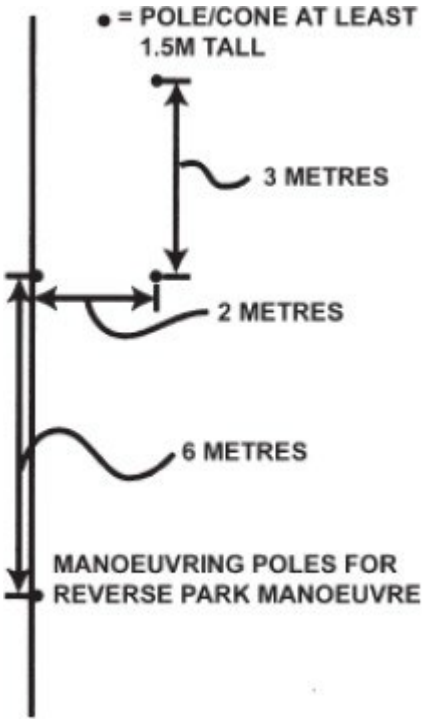
**General conditions – all classes**

- It is recommended that manoeuvres be conducted in a location that is not in the vicinity of the testing centre. This allows the applicant time to settle into the test and reduces the chance of complaints from residents close to the testing centre. Note that this is a recommendation only and there are cases where it may be appropriate to undertake manoeuvres close to the testing centre (for example, the uncouple/recouple manoeuvre).
- All manoeuvres must be conducted in a legal location (according to relevant legislative and Q-SAFE requirements).
- If possible, it is preferable to conduct the manoeuvres in a **low traffic density area**.
- DEs must consider safety factors (for example **visibility, traffic density, road surface, road space**) when deciding on locations to undertake manoeuvres.
- All manoeuvres other than hill start and gear change exercise should be conducted on a level road.
- Specific locations that are **not** suitable for conducting manoeuvres should be identified by SADAs and DEs, and communicated to all DEs in the area. This information should be monitored and regularly reviewed.
- Be considerate when conducting heavy vehicle manoeuvres in residential areas. Locations for the Heavy Vehicle Reversing Manoeuvre should take into consideration safety factors, visibly and traffic density. It is good practice to vary the location used whenever possible. If a safe location cannot be found, the test should continue.
- If any doubt exists in relation to a safety aspect, an alternative location must be selected.

**Specific conditions – classes C, RE and R**

- Ensure the street has kerbs (where possible).
- The **reverse park** can be conducted in a suitable space behind any car on the left side of the road. Where there is no vehicle available for conducting the reverse park manoeuvre, the DE may simulate by using traffic cones or poles as illustrated in Diagram 16. This will apply mainly in remote areas and must be approved by the SADA or QPS Officer in Charge. Applicants should not be asked to perform the reverse park manoeuvre in a situation where they may have to position the vehicle across a driveway.

***Diagram 16***




- For the **turn-around manoeuvre**, the street width is to be between 6–8m.
- **U-turns** (see Diagrams 10-14) are to be performed at:
  - intersections where there is ample space, a clear view of all traffic approaching from each direction and a low volume of traffic with no Stop signs; or
  - intersections controlled by traffic lights with a sign permitting U-turns; or
  - a wide road where there is ample space and a low volume of traffic.
- The **hill start** should be conducted on a moderate hill and in a location where the traffic is not hindered.

***Note***

The hill start does not necessarily need to be conducted as an isolated manoeuvre. It may occur whilst assessing other aspects of the applicant's driving performance. For example, the applicant may perform a hill start during the course of the test by moving off from traffic lights on a hill.

Vehicles fitted with ADAS may have HSA function. HSA is a primary safety feature which may or may not be able to be disabled in any particular vehicle. While available for use during testing, DEs should take steps to assure that drivers are able to demonstrate appropriate control of the vehicle when starting on a hill.

- The **reversing exercise** for class C vehicles is a straight line reversing exercise conducted in a quiet area where there is good visibility and plenty of road space with a minimal risk of inconveniencing other road users.
- The automatic **gear change exercise** should be conducted, where possible, along a stretch of road with either a level surface or moderate decline.
- For manoeuvres other than the hill start and automatic gear change, the road should be level or have a slight grade.

**Specific conditions – classes LR, MR, HR and HC**

***Reversing exercise (class LR, MR and HR)***

- Select a quiet area where there is good visibility and plenty of road space with a minimal risk of inconveniencing other road users.
- Select an intersection where the applicant demonstrates driving ability by reversing around a right or left bend or turn of approximately 90 degrees.

***Reversing exercise (class HC only)***

- Select a quiet area where there is good visibility and plenty of road space with a minimal risk of inconveniencing other road users.
- Select a straight road where the applicant demonstrates driving ability by reversing in a straight line for approximately 40 to 50m.

***Gear changing exercise (class MR, HR and HC)***

- Select a suitably quiet approved location for changing down through the gears.
- Select a section of road that is level or one with a slight incline. Allow ample distance to change down through the gears.

***Uncouple and recouple (class HC only)***

- Select a firm, level, even road surface.
- Select a suitable, quiet approved area with an appropriate amount of road space.

## 5.7 Assessment of manoeuvres

**The manoeuvres for all classes are assessed according to the performance checks detailed in sections D and E of the DAR/RAR.**

There is only one performance check that is specific to the assessment of the manoeuvres. It is called *Manoeuvre Positions* and is found in Section D of the DAR/RAR.

***Note***

If the Reversing Exercise for LR, MR, HR and HC cannot be completed because an appropriate/safe location cannot be incorporated on the test route, the test continues.

Most of the other performance checks (such as clutch, gears, observation/scanning, signals, mirrors, judgement) also apply to the assessment of manoeuvres. (For example, while an applicant is performing a reverse park, the DE should be watching for errors in relation to manoeuvring position as well as use of the clutch, brakes, gears, signals, mirrors, observation/scanning and judgement.)

**See *Section 6 – Scoring Criteria and Performance Checks* for more detailed information.**

# 6. Scoring criteria and performance checks

## 6.1 Introduction

This section contains detailed information on the performance checks in the test (excluding the pre-drive check) and the scoring criteria for the different driving errors.

A brief summary of scoring criteria for driving errors, marking the DAR/RAR and performance checks is given before the individual performance checks are covered in detail. Driving errors not related to specific performance checks are discussed.

## 6.2 Scoring criteria for performance checks

Performance checks are important aspects of the driving task that the DE is required to assess.

There is a range of performance checks in the tests, including the pre-drive check (discussed in *Section 4 - Pre-drive check*) and those relating to vehicle operation and hazard recognition/decisions.

The performance checks in the DAR apply to all classes of cars and heavy vehicles. They are specified in section D and E.

***Note***

The performance check for Gears has a different measure for class C and LR and for class MR, HC and HC.

The performance check for Sequence – Uncouple/Recouple only applies for heavy vehicles.

The performance checks in the RAR apply to motorcycles only. They are specified in section D and E.

All performance checks in the test have a defined performance outcome which gives the DE an indication of what is expected for that particular aspect of the driving task.

Most performance checks are assessed as the applicant negotiates the specific driving situations and manoeuvres on the test route. For example, as the applicant is negotiating a roundabout (a specific driving situation), the DE could be assessing a range of performance checks such as use of signals and mirrors, road position, judgment, clutch control and steering.

In general, the number and type of errors accrued in the performance checks determines the overall result of the test.

Errors in the applicant's driving performance (as they relate to various performance checks) are scored as:

- **non-critical driving error (NCDE)**
- **specific repeated driving error (SRDE)**
- **critical driving error (CDE)**

### NCDE: a non-critical driving error

A **NCDE** is an error that does not by itself compromise safety to road users or the safe operation of the vehicle.

There are specific scoring criteria defining NCDEs as they relate to each performance check. For example, for the performance check of steering control and operation, the criteria for a NCDE include "operates the steering device incorrectly" or "does not steer a steady course".

Accumulated NCDEs never add up to result in a CDE.

A NCDE that is incurred by an applicant should be marked on the DAR/RAR as a NCDE for one test element only and not also scored as a NCDE error for other test elements.

Nine or more NCDEs must be accumulated over the course of the test for an unsuccessful result.

The test runs its full course even after the applicant has accumulated nine NCDEs, however, the overall test result is considered unsuccessful.

### SRDE: a specific repeated driving error

A **SRDE** is marked when an applicant accumulates a specified number of NCDEs for an individual performance check. SRDEs can only be marked for a few of the performance checks, such as signalling and steering control.

The DAR/RAR forms includes error boxes showing the number of NCDEs that result in a SRDE being recorded. For example, if an applicant accumulates six signalling errors, this constitutes one SRDE.

The test runs its full course even after the applicant has accumulated one SRDE, however, the overall test result is considered unsuccessful.

### CDE: a critical driving error

A **CDE** is a driving error that compromises the safety of any road user or indicates an inappropriate level of skill or ability. There are specific scoring criteria that define CDEs for most of the performance checks.

For example, for the performance check of steering, the criteria are "loses control of steering" or "removes both hands from the steering device while the vehicle is in motion".

If a CDE occurs, the test is terminated and the applicant is directed back to the test centre by the shortest, safest possible route.

CDEs are more serious than NCDEs. The applicant needs to accumulate only one CDE to result in test termination and an unsuccessful test result.

While most of the CDEs relate specifically to certain performance checks, there are some CDEs that do not. These are called **general critical driving errors** (GCDE).

**How to mark the report form**

The performance checks are scored in the following sections of the DAR/RAR:

- *Pre-drive check – section C*
- *Vehicle operation – section D*
- *Hazard recognition decisions – section E*

Marking the report forms for the pre-drive check is discussed in *Section 4 - Pre-drive check*.

In sections D and E of the DAR/RAR, all the performance checks relating to vehicle operation and hazard recognition/decisions listed. Next to each performance check are boxes for the various types of driving errors (NCDE, SRDE, CDE). Errors are scored according to the criteria outlined for each individual performance check.

**DEs should mark driving errors only as described in the scoring criteria for each performance check.**

Errors are marked by placing a cross in the appropriate box next to the relevant performance check where an error has occurred.

Other important points to remember when you are scoring the performance checks are:

- If no error has occurred then the box is simply left empty.
- Do not mark more errors than there are boxes available. For example, if there are only three boxes allocated for NCDEs, then only three NCDEs can be scored. Any more NCDEs that occur for that particular performance check (or elements of a performance check) are not recorded.
- Those performance checks where a SRDE can be marked have three or five boxes for NCDEs depending on the error. If an extra NCDE is made it is marked in the SRDE box.
- CDEs are marked only if the scoring criteria for a CDE for that performance check are met. Repeated or accumulated NCDEs never result in a CDE. Where a CDE is recorded, the time it occurs should be recorded on the DAR/RAR.

## 6.3 General critical driving errors

GCDEs are CDEs that are not related to any of the performance checks. Receiving one GCDE results in test termination and the applicant is directed back to the testing centre by the shortest or safest possible route. This is the same outcome as receiving a CDE related to a performance check.

There are four GCDEs that can be marked in the test:

- **Intervention by the DE**
- **Collision**
- **Dangerous action**
- **Disobeys an official direction.**

The criteria for scoring these GCDEs are outlined below.

### 6.3.1 Intervention by DE

DE is required to intervene, either verbally or physically:

- To prevent an accident.
- To prevent a dangerous situation occurring (for example, inadequate vehicle control that could compromise safety).
- To help the applicant through any part of the test because of their inability (that is, when it becomes necessary because of safety or inadequate time to complete the test).

***Note***

Intervention by DE must be underpinned by a CDE or another GCDE.

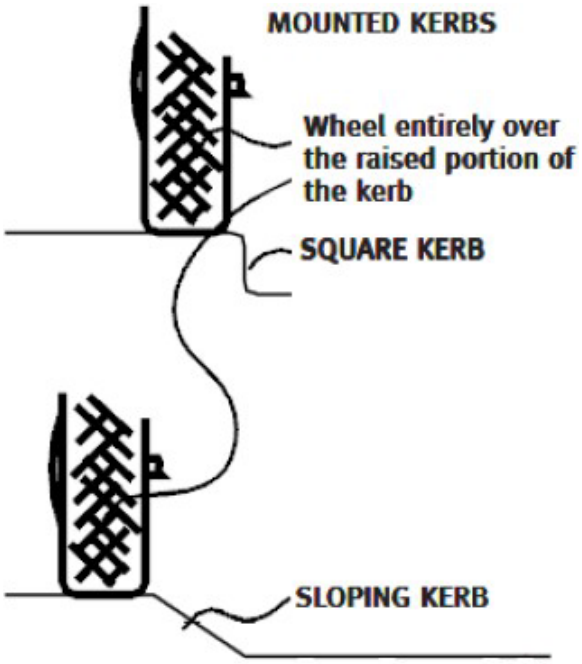
### 6.3.2 Collision

- A collision is defined as a situation where the test vehicle strikes another object (for example, vehicle, power-pole or pedestrian) resulting in potential or actual damage or injury.
- This GCDE also includes mounting the kerb with one or more wheels (Diagram 17).
- Collision avoidance functions within ADAS assess the likelihood of a collision using varying levels of sensitivity and will therefore operate differently across vehicle types. Drivers are required to maintain control of the vehicle and awareness of the road environment at all times. Consistent with current scoring practices the DE should observe the proximity of the vehicle to hazards and determine if the driver has responded appropriately.
- If an ADAS function activates, the DE must determine whether the driver was appropriately controlling the vehicle.

***Note***

There are some situations where a heavy vehicle is legally allowed to mount the centre island of a roundabout (that is, where the roundabout is appropriately designed for the purpose).

*Diagram 17*




### 6.3.3 Dangerous action

A dangerous situation is created by the applicant's driving (either action or inaction) that results in another road user (including pedestrian) being forced to take evasive action to prevent a collision or any other danger.

### 6.3.4 Disobeys an official direction

Disobeys an official direction by:

- A police officer
- A school crossing supervisor
- An authorised traffic controller

*Note*

A direction given by the DE is not an official direction for this

## 6.4 Individual performance checks

All the individual performance checks relating to vehicle operation and hazard recognition/decision making are detailed in the remainder of this section.

The scoring criteria for the different driving errors for each performance check are also outlined in this section.

Please note the following issues before reading the individual performance checks:

- The pre-drive performance check is described in *Section 4 – Pre-drive Check*;
- DEs need to be familiar with Q-SAFE's requirements for use of wording when directing the applicant during their assessment. For further details see *Section 1 – Test wording.*

### 6.4.1 Vehicle operation

The applicant should be able to correctly operate the vehicle whilst maintaining full control of the vehicle.

These include:

6.4.1.1 Ancillary controls

6.4.1.2 Clutch (operation and coasting)

6.4.1.3 Stalling

6.4.1.4 Accelerator

6.4.1.5 Gears

6.4.1.6 Steering

6.4.1.7 Braking

6.4.1.8 Road position

6.4.1.9 Manoeuvre positions

6.4.1.10 Left Turn position

6.4.1.11 Right Turn position

### 6.4.1.1 Ancillary controls

**Performance outcome**

The applicant should operate or adjust all the ancillary controls of the test vehicle correctly whilst maintaining full control of the vehicle and must demonstrate the ability to operate the vehicle safely, independently of ADAS technologies.

More information about ADAS functions are located in the Austroads – Advanced Driver Assistance Systems: Practical Driver Testing Guideline at AP-G101-22 | Austroads.

**Scoring criteria**

**Non-critical driving errors (all classes)**

- Operates any ancillary control incorrectly or inappropriately (for example, opens the door while moving or uses the horn in an inappropriate manner).

***Note***

Where an applicant proceeds to drive off whilst leaving a door ajar, (that is on the first catch) the DE should select a suitable location for the applicant to stop the vehicle before prompting. This NCDE should be marked only after two prompts from the DE to "check your controls and instruments please." Sufficient time should be allowed for each prompt.

- Wears a seat belt which is not correctly adjusted/fitted. (Where legally required)
- Fails to start the engine (because of incorrect gear selection in an automatic vehicle).
- Assumes the engine is running when it is not.
- Unable to start or engage the gear of the vehicle because of any electronic disabling device.
- Attempts to start the engine when it is already running.

***Note***

These NCDEs should be marked only after two prompts from the DE to "check the controls and instruments please". Sufficient time should be allowed for each prompt.

- In response to an ADAS warning the applicant makes a minor adjustment to the operation or the road position of the test vehicle where safety was not compromised.

***Note***

ADAS sensors can malfunction and are vulnerable to vehicle differences/limitations and may trigger a warning when other vehicles suddenly enter their path of travel. In this situation the driver may not have made an error and should not be penalised.

This NCDE should only be marked when the DE has determined that the driver was not appropriately controlling the vehicle and a warning sensor has been activated.

**Critical driving error (all classes)**

- Fails to wear a seat belt when legally required.
- Fails to take action in response to an ADAS warning where safety is compromised.

***Note***

This CDE should only be marked when the applicant has not responded (or attempted to respond) to an ADAS warning, safety is compromised, and the DE has to intervene.

For example, if a collision is imminent, and no attempt is made by the applicant to adjust the operation or the road position of the test vehicle.

- Fails to operate any ancillary control which leads to a potentially dangerous situation.

***Note***

This CDE should be marked only if the DE must intervene and tell the applicant to turn on the ancillary control. For example, to turn the demister on to de-fog the window as it is resulting in poor visibility.

- Uses an ADAS function which has prevented the driver from demonstrating their ability to operate the vehicle competently and safely, without the assistance of ADAS technology.

***Note***

ADAS functions can take control of a vehicle and not allow an applicant to demonstrate a core driving competency during the assessment.

1. This CDE should only be marked if the DE has determined that an ADAS function was engaged during the assessment, whereby removing the applicant's ability to demonstrate a core driving competency.
2. This CDE also applies, if an applicant deliberately turns on and uses an ADAS function which removes the applicant's ability to demonstrate their ability to operate the vehicle safely during the Assessment.
3. This CDE should not be marked if an applicant accidently turns on an ADAS function which removes the applicant's ability to demonstrate their ability to operate the vehicle safely, but then immediately cancels it prior to it engaging.
4. The ADAS function that was engaged, which removed the applicant's ability to demonstrate their ability to operate the vehicle safely, should be explained in the appraisal section of the DAR.

Uses a mobile phone that is hand held while the vehicle is moving or stationary (but not parked).

***Note***

This CDE should also be marked if the applicant holds a class C learner or P1 type licence, is under 25 years and uses mobile phone hands-free kits, wireless handsets and loudspeaker functions, while the vehicle is moving or stationary (but not parked).

**Critical driving error (class motorcycles only)**

- Rides away with the side stand down.

### 6.4.1.2 Clutch

**Performance outcome**

The applicant should control the clutch in a manner that produces a smooth take up of power to the driving wheels and assists in changing gears.

**Scoring criteria**

**Non-critical driving errors (all classes)**

- Excessively and continuously rides the clutch **(includes during low speed manoeuvres).**
    - Rests foot on the clutch (when not being operated) for more than 15 seconds (except motorcycles).
    - Releases the clutch too quickly.
    - Coasts with clutch depressed prior to or during a turn.
    - Coasts with clutch depressed for between three and five seconds.
    - Fails to use the clutch in an appropriate manner to maintain control at low speeds (for example, during heavy slow moving traffic and reversing manoeuvres).
    - Operates the clutch incorrectly.

***Note***

- Appropriate clutch control will be determined by the driving conditions at the time. For example, for low speed tight cornering on the reverse park manoeuvre, the driver may need to feather the clutch to maintain good control. For low speed driving with less manoeuvring, such as slow moving traffic or straight reverse, it may be appropriate to fully release the clutch.
- On vehicles with a synchromesh gear box, the clutch must be depressed fully (that is, all the way to the floor).
- When operating the clutch on a moving vehicle with a constant mesh gearbox, the clutch should only be depressed for 5–8cm (that is, avoiding activating the clutch brake by not depressing the pedal right to the floor).

**Specific repeated driving errors (all classes)**

- Repeated clutch coasting (that is, six times).

**Critical driving error (all classes)**

- Operates clutch in a manner which compromises the safe operation of the vehicle.

***Note***

This includes clutch coasting for more than five seconds or coasting with the clutch depressed prior to or during a turn where safety is compromised.

**Critical driving error (motorcycles only)**

- Lifts the front wheel due to poor clutch control.

### 6.4.1.3 Stalling

**Performance outcome**

The applicant should control the vehicle to prevent unnecessary stalling.

**Scoring criteria**

**Non-critical driving errors (all classes)**

- Stalls the vehicle for any reason (for example, poor clutch control, poor use of handbrake or poor accelerator control).

***Note***

A NCDE relating to stalling should not be recorded against other performance checks, for example, accelerator.

**Specific repeated driving errors (all classes)**

- Repeated stalling (that is, six errors).

***Note***

The reason for stalling should be explained in the appraisal section of the DAR/RAR.

**Critical driving error (all classes)**

- Stalls engine in a situation that causes obstruction to traffic or contributes to a dangerous situation.

***Note***

The reason for stalling should be explained in the appraisal section of the DAR/RAR.

### 6.4.1.4 Accelerator

**Performance outcome**

The applicant should operate the accelerator pedal smoothly and progressively for both acceleration and deceleration.

**Scoring criteria**

**Non-critical driving errors (all classes)**

- Operates the accelerator pedal, or motorcycle throttle, in an uncontrolled manner.
    - Applies too much accelerator (or motorcycle throttle) pressure causing the engine to rev excessively, while the clutch is disengaged or partially disengaged.

**Critical driving error (all classes)**

- Operates the accelerator pedal or motorcycle throttle in a manner that compromises safety.

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**Critical driving error (motorcycles only)**

- Lifts the front wheel due to heavy acceleration.

### 6.4.1.5 Gears

**Performance outcome**

The applicant should demonstrate correct usage of all the gears appropriate for speed, vehicle and driving conditions.

All heavy vehicle gear changes should be made within the optimum rev range for the vehicle.

***Note***

In some cases, skip shifting is an acceptable practice. However, this practice is not generally required for cars shifting up through the gears. Consideration should be given to whether the speed is appropriate for the gear ratio and the nature of the driving conditions at the time.

**Scoring criteria**

**Non-critical driving errors (class RE, R, C and LR)**

- Selects an inappropriate gear for the situation. (This includes failing to select overdrive or fifth gear where appropriate when travelling at higher speeds).
- Coasts in neutral for between three and five seconds.
- Fails to (where applicable) re-select drive gear appropriately during the automatic gear change exercise.

***Note***

The NCDE should be marked only if the selected gear is not appropriate for the speed, vehicle or driving conditions. For example, if the vehicle engine is either over revving or labouring.

**Non-critical driving error (all classes except motorcycles)**

- Changes gear or attempts to change gear without using the clutch.

***Note***

The NCDE should only be marked after the applicant has been made aware that for the purposes of Q–SAFE, the clutch must be used when changing gears.

**Non-critical driving errors (class MR, HR and HC)**

- Excessive crashing of gears.
- Selects an inappropriate gear for the situation but without causing any adverse loss of control.

***Note***

The NCDE should be marked only if the selected gear is not appropriate for the speed, vehicle or driving conditions. For example, if the vehicle engine is either over revving or labouring.

- Coasts in neutral for between three and five seconds.

.

**Non-critical driving error (motorcycles only)**

- Uses gears inappropriately during the emergency stop (that is, using the gears to assist in braking) and consequently increases the braking distance.

**Specific repeated driving error (class MR, HR, HC)**

- Repeated errors for gears (that is, six errors).

**Critical driving error (all classes)**

- Demonstrates a serious lack of knowledge and ability to change gears appropriately for the speed, vehicle or driving conditions.

***Note***

- Selecting too high a gear while descending a steep hill causing loss of control or inability to select the lower gears.
- In an automatic vehicle, selecting either reverse while travelling forward or park while the vehicle is in motion. This CDE is not applicable to slow speed situations.
- In a manual vehicle, selecting reverse while travelling forward or a forward gear while reversing.
- An important consideration when determining this CDE is the system of vehicle control (that is, travelling at the correct speed in the correct gear to negotiate the hazard safely).

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- Coasts in neutral for more than five seconds.

**Critical driving error (class MR, HR, HC)**

- Unable to complete the gear change exercise after two attempts.

## 6.4.1.6 Steering

**Performance outcome steering control**

The applicant should steer a safe and steady course and maintain the correct course in a manner that is appropriate for the road and traffic conditions.

**Performance outcome steering operation**

The applicant should operate the steering device in an appropriate manner. That is, hand over hand or the pull-push method.

***Note***

After the turn, it is permissible for the steering wheel to slip back through the hands providing the applicant maintains control of the steering

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**Scoring criteria**

**Non-critical driving errors – steering control (all classes)**

- Does not steer a steady course. For example, wanders off course, jerky operation, unaware of incorrect position of front wheels when moving off.
- Rolls up an angle kerb without mounting it.

**Non-critical driving errors – steering operation (all classes except motorcycles)**

- Operates the steering wheel incorrectly, that is:
  - Places hands inside the rim of steering wheel
  - Steers with one hand only (except for when reversing and when operating vehicle controls)
  - Steers using the palm of one hand
  - Holds the steering wheel with arms crossed or in a manner that restricts movement of the wheel (for example, one arm resting on door).

**Specific repeated driving error – steering control (all classes except motorcycles)**

- Repeated steering control errors (that is, six errors).

***Note***

This does not include non-critical steering operation errors.

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**Critical driving errors – steering control (all classes except motorcycles)**

- Loses control of the steering.

**Critical driving errors – steering operation (all classes except motorcycles)**

- Removes both hands from the steering wheel while the vehicle is in motion.

***Note***

This CDE should not be marked in cases where the applicant removes both hands from the steering wheel for a fraction of a second without compromising safety (for example, at very low speed during a manoeuvre).

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### 6.4.1.7 Braking

**Performance outcome – all classes**

The applicant should use the brakes in a manner that is appropriate for the situation. In general, they should slow the vehicle smoothly and progressively.

The handbrake/park brake should be used only when the vehicle is stationary.

Air pressure must be built up to the correct operating level in a heavy vehicle before operating.

***Note***

This performance check should not be marked in cases where the applicant brakes heavily (but in full control and in a defensive manner) to avoid a hazard that was beyond their control.

**Performance outcome – motorcycles**

The rider should use both front and rear brakes when slowing and stopping. The motorcycle should come to a stop during the emergency stop exercise.

***Note***

During very slow riding it may be appropriate to use the rear brake (but not the front brake) for enhancing stability.

**Scoring criteria**

**Non-critical driving errors (all classes)**

- Causes the vehicle to pitch forward because of excessive or erratic brake operation.
- Fails to secure the vehicle with either the handbrake or foot brake when stationary (for example, waiting at traffic lights).
- Operates engine compression brake in a built-up area (HR, HC). This does not include exhaust brake.

***Note***

This NCDE does not refer to situations where the foot is being transferred from the brake to the accelerator.

- Rolls on a grade where safety is not compromised.

**Non-critical driving errors (all classes except motorcycles)**

- Applies foot brake heavily during a turn.
- Leaves the handbrake on (or operates the handbrake) whilst the vehicle is in motion without affecting the performance of the vehicle.
- Uses left foot for braking.

**Non-critical driving errors (motorcycles only)**

- Applies brakes inappropriately whilst negotiating corners
- Does not use the rear brake when slowing or stopping.
- Locks up rear wheel (including during the emergency stop exercise) but corrects quickly.
- Does not stop during emergency stop exercise.

**Critical driving errors (all classes)**

- Unnecessarily brakes abruptly (for example, when confused over road markings) causing following vehicles to take evasive action.
- Rolls on a grade where safety is compromised.

**Critical driving errors (all classes except motorcycles)**

- Heavy brake operation that causes the wheels of the vehicle to lock up and skid without being quickly corrected.
- Riding the brake causing erratic control of the vehicle.
- Operates the handbrake from a higher speed (that is, above a fast walking pace) where a loss of control of the vehicle occurs.
- Leaves the handbrake on in a manner that affects the performance of the vehicle (that is, slows the vehicle with brakes binding or continual stalling).

***Note***

This CDE should only be marked after two prompts from the DE to "check the controls and instruments please"

**Critical driving errors (heavy vehicles only)**

- Fails to ensure that air pressure is at a correct operating level before driving off.

**Critical driving errors (motorcycles only)**

- Little or no use of the front brake.
- Very little use of rear brake (that is, not used for most of the test).
- Locks up front wheel, including during the emergency stop exercise.
- Locks up rear wheel, including during emergency stop exercise, and without suitable correction.

***Note***

This CDE should not be marked if the applicant corrects quickly in relation to their speed and the situation.

- Applies the brakes continually (causing the brake light to show) for a prolonged period of time while the vehicle is in motion.

***Note***

For this CDE, the DE must ensure that the fault is not caused by a defective brake light switch.

## 6.4.1.8 Road position

**Performance outcome**

The test vehicle should be in the correct road position appropriate to the road or traffic situation.

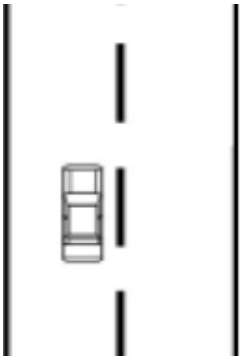
**This performance check does not apply to turns** (see diagrams 22 to 26, Left turn position and diagrams 27 to 34, Right turn Position).

**Scoring criteria**

**Non-critical driving errors (all classes)**

- Fails to stay within the confines of a lane (excluding situations where the applicant is unable to comply, for example, road works).
- Drives with less than one third of the vehicle unnecessarily on the incorrect side of the road.
- Takes up a road position that is inappropriate for the prevailing environmental and traffic conditions that is, failing to read the road ahead and make necessary adjustments to the course taken (including lane changes). (For example, crossing edge line inappropriately and/or moving in and out of parked cars.)
- Fails to keep left, where practicable, on a two way road – Diagram 18.

***Diagram 18***



***Note***

- This NCDE should only be marked once in any road or street.
- This NCDE does not apply to motorcycles.

- Unnecessarily drives in the right lane.

***Note***

Drivers in a multi-laned road where there is a keep left unless overtaking sign or where the speed limit is over 80 km/h must keep the right lane free unless there is a legally acceptable reason. For example, where a left lane must turn left sign applies to the left lane and the driver is intending continuing straight ahead, where a right turn is anticipated or where traffic in each other lane is congested.

- Stops or parks illegally. For example:
  - Stops in a in a loading zone without dropping off passengers or goods.
  - Stops in a disabled parking bay without legal authorisation.
  - Stops at a bus stop within 20m before, or 10m after the sign, when not driving a bus.
  - Stops on a road where there is a continuous yellow edge line.

### Non-critical driving errors (motorcycles only)

- Rides over paint, inspection covers and oil marks in a lane where these are avoidable.

### Specific repeated driving error (all classes)

- Repeated road position errors (that is, six errors).

### Critical driving errors (all classes)

- Takes an inappropriate course while travelling straight ahead through a multi-lane intersection (see Diagram 19 and 19A).

***Note***

QRR definition of an intersection includes roundabouts.

***Diagram 19***

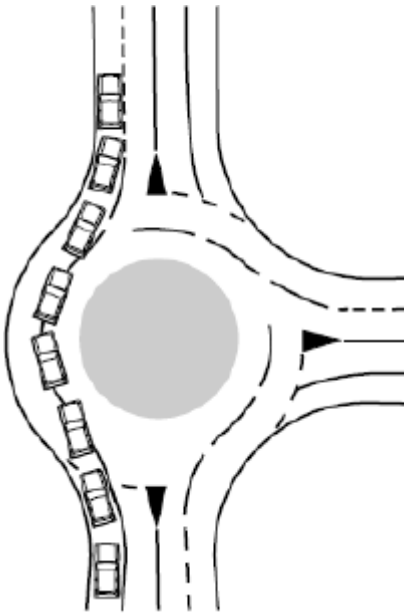
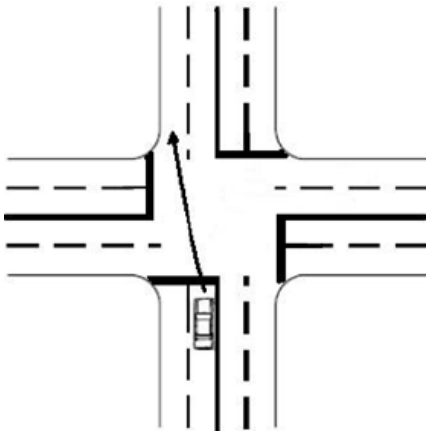


***Diagram 19A***



***Note***

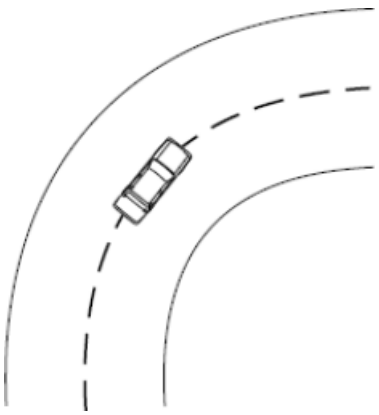
This CDE should only be marked if the applicant incorrectly fails to stay within their lane, it should not be marked if the applicant makes a legal lane change at an intersection.

- Overtakes inappropriately. For example:
  - Overtaking when approaching a pedestrian/children's crossing.
  - Overtaking without clear view of approaching traffic or where an approaching vehicle is forced into evasive action.
  - Unlawfully overtaking on the left of another vehicle.
- Stops on a level crossing.
- Stops on a crest or curve (outside a built-up area) with less than 100m clear visibility to the rear.

### Critical driving error (all classes except motorcycles)

- Driving with one third or more of the vehicle unnecessarily on the incorrect side of the road (see Diagram 20).

***Diagram 20***



### Critical driving error (motorcycles only)

- Rides too close to a centre line (marked or unmarked road), lane line or left/right edge or kerb potentially compromising safety. For example, this would include a situation where any part of the rider's body crosses the centre line.

## 6.4.1.9 Manoeuvre positions

**Performance outcome**

During the reverse park, U-turn, turn around manoeuvre, straight reverse and heavy vehicle reverse manoeuvres, the manoeuvring vehicle should be positioned within the stated guidelines (as described in *Section 5 – Manoeuvres*).

DE to record only one mark for the reverse park manoeuvre position.

***Note***

Where the applicant is requested to stop to perform a manoeuvre, the DE is to advise the specific location. An applicant should not be penalised if there is a valid reason why the manoeuvre cannot be completed (for example, the driver of the vehicle being parked around interrupts the test). In this type of situation it is appropriate for the DE to direct the applicant to a different vehicle to carry out the exercise.

**Scoring criteria**

**Non-critical driving errors – reverse park (class C only)**

- Finishes the reverse park 45cm or more from the kerb or more than 2m from the vehicle in front.
- During the reverse park, moves the vehicle further than a distance of 3m between the parked vehicle and the front of the test vehicle.

***Note***

Should the applicant reverse more than 3m, the DE must politely request the applicant to stop and continue the exercise with the forward movement.

**Non-critical driving error – turn around manoeuvre (class C only)**

- Unnecessarily requires more than four direction changes to complete the manoeuvre (that is, more than five points to the turn).

**Non-critical driving error – reverse exercise (class C only)**

- Positions the vehicle more than 50cm from the kerb while performing any part of the straight reverse manoeuvre.

**Non-critical driving error – U-turn (classes C, RE and R)**

- Unable to turn the vehicle around in one forward movement.
- Takes inappropriate course on the approach to, and during, U-turn.

***Note***

At an intersection where there is no dividing line or medium strip, a U-turn can be commenced from a position to the left of the centre of the road.

**Non-critical driving errors – heavy vehicle reversing exercise (class LR, MR, HR and HC)**

- Initially positions vehicle further than 2m away from the kerb to commence the heavy vehicle reversing manoeuvre on the first attempt.
- Finishes the exercise more than 2m away from the kerb on the first attempt.
- Fails to remain within two metres from the kerb for duration of the reversing exercise.

**Critical driving error – heavy vehicle reversing exercise (class LR, MR, HR and HC)**

- Unable to successfully complete the reversing manoeuvre within two attempts

***Note***

If a safe location for a reversing and uncouple/recouple exercise can't be incorporated on a LR, MR, HR and HC test the manoeuvre should not be completed and the test should continue.

## 6.4.1.10 Left turn position

**Performance outcome**

The applicant should negotiate a variety of left turn situations including laned and un-laned roads, roundabouts, traffic lights, stop signs, give way signs and uncontrolled crossroads.

The applicant should select and maintain an appropriate position on approach, during and immediately after the turn – Diagrams 21 and 22.

***Diagram 21***

**Cars and Motorcycles**

In a multi-lane situation, a vehicle turning left may turn into path A, B or C

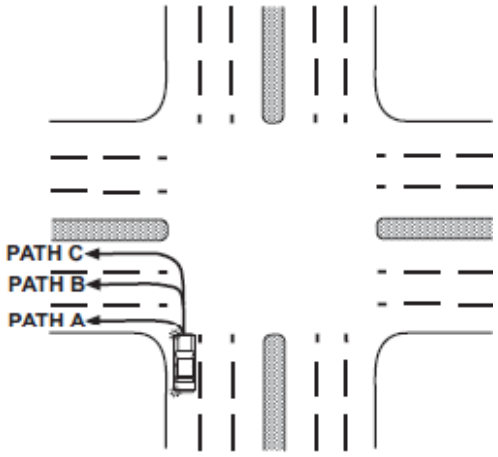
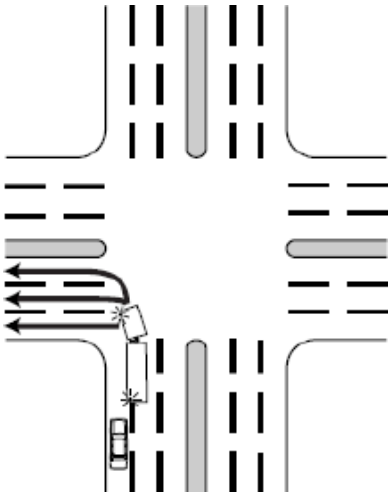



***Diagram 22***

**Heavy Vehicles**

This diagram illustrates the acceptable positions for heavy vehicles turning left.



***Note***

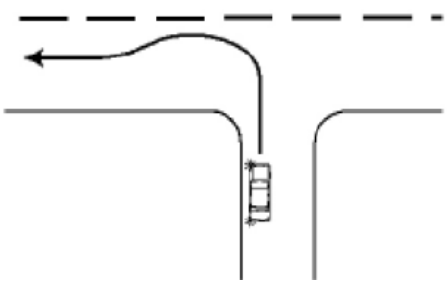
Vehicles 7.5m or more in length displaying a "Do Not Overtake Turning Vehicle" sign can turn left from, or partly from, the lane next to the left lane.

**Scoring criteria**

**Non-critical driving errors (all classes)**

- Approaches the turn in a position that is not as close as practicable to the far left side of the road.
- After commencing the turn does not position the vehicle as near as practicable to the left boundary of the road (for example, swings wide to finish the turn unnecessarily close to the centre of a two way road – Diagram 23).
- Takes inappropriate course when turning left at an intersection from a multi-lane road that has a slip lane.

***Diagram 23***



**Non-critical driving errors (class LR, MR, HR and HC)**

- Negotiates a left turn with any part of the vehicle encroaching unnecessarily onto incorrect road space.
- In a vehicle 7.5m or more in length, unnecessarily encroaches onto road space in an adjacent lane on the approach to the turn.

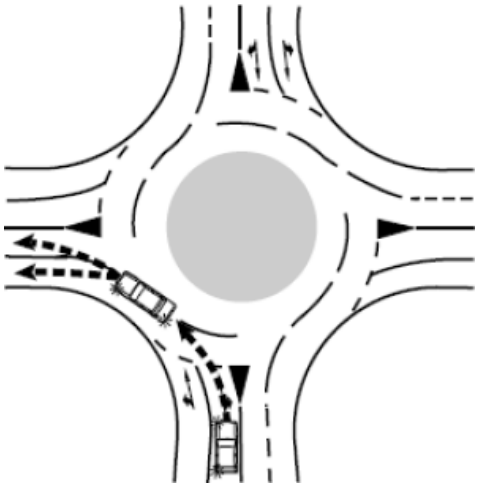
***Note***

Vehicles must be within 50m of the intersection before they encroach onto adjacent lane space.

## Critical driving errors (all classes)

- Turns from, or through, an incorrect or non-allocated marked lane – Diagram 24.

***Diagram 24***

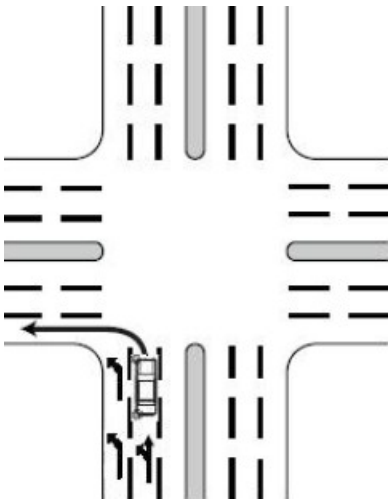


- Takes inappropriate course when turning left at a multi lane intersection where it is permitted to commence the turn from more than one marked lane – Diagram 24A.

***Note***

- This CDE does not apply in situations where only one marked lane is permitted to turn.
- This CDE does not apply to vehicles outlined in the QRR as being exempt from starting a left turn from within the left lane.

***Diagram 24A***



***Note***

A driver may turn left into a special purpose lane and drive for a permitted distance (that is, 50m for bicycle lanes and 100m for all others). If a driver breaches this rule by driving further than the permitted distance, this would be marked in Road Position.

- Causes other vehicles to take evasive action because of incorrect positioning.

## Critical driving error (all classes except motorcycles)

- Driving with one third or more of the vehicle unnecessarily on the incorrect side of the road in any turning situation.

## Critical driving error (motorcycles only)

- Rides too close to the left-hand edge or kerb during a left turn. For example, where potential danger may exist in the form of striking roadside objects.
- Makes a wide turn where all or part of the motorcycle unnecessarily crosses the centre of the road the motorcycle is turning into.

## 6.4.1.11 Right turn position

**Performance outcome**

The applicant should negotiate a variety of right turn situations including marked and unmarked roads, roundabouts, traffic lights, stop signs, give way signs, road related areas and uncontrolled crossroads.

The applicant should select and maintain an appropriate position on approach, during and immediately after the turn –Diagrams 25 and 26.

***Diagram 25***

Appropriate lane positions for turning right from marked allocated lanes.

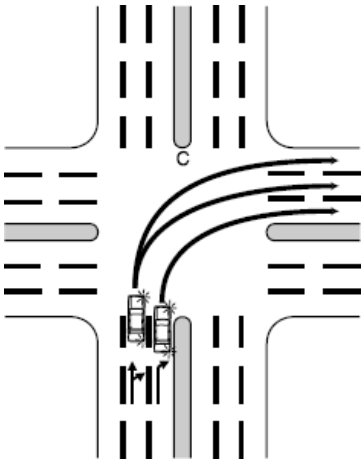
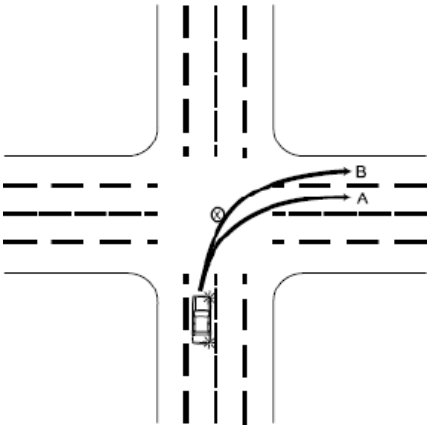



***Diagram 26***

Appropriate lane positions (A, B) for turning right into a two way multi-lane road.




**Scoring criteria**

**Non-critical driving errors (all classes)**

- On the approach to the turn, does not keep the vehicle entirely within the lane boundary or to the left of, parallel to and as close as practicable to the centre of the road, dividing line or median strip.

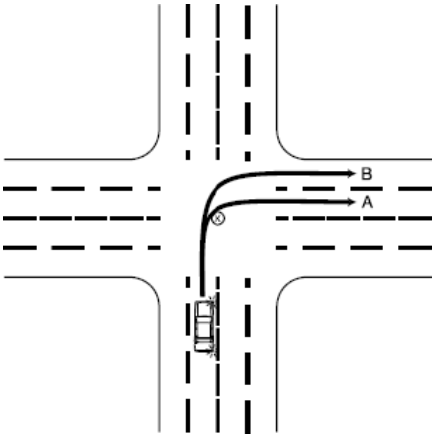
***Note***

Where there is no dividing line or medium strip a U-turn can be commenced from a position to the left of the centre of the road.

- Fails to turn from a position as close as practicable to the far right side of a one way street.
- Positions the front wheels to the right while waiting to turn, except in situations where this may be appropriate. For example, wide median strip dividing the road.
- Makes a wide turn by driving unnecessarily to the left of the centre of the intersection where circumstances do not require it – Diagram 27.

***Diagram 27***

Drives unnecessarily to the left of the centre of the intersection as indicated by A and B. In some cases, this may be acceptable for heavy vehicles.

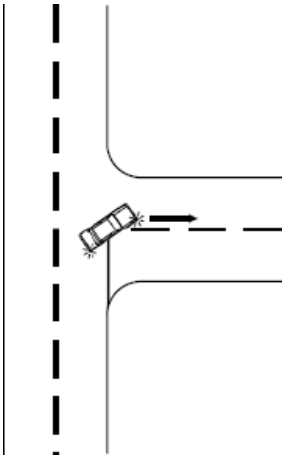



**Non-critical driving error (all classes except motorcycles)**

- Cuts the corner marginally but without causing a potentially dangerous situation – Diagram 28..

***Diagram 28***

Cuts the corner marginally with less than one third of the vehicle width on the incorrect side of the road.

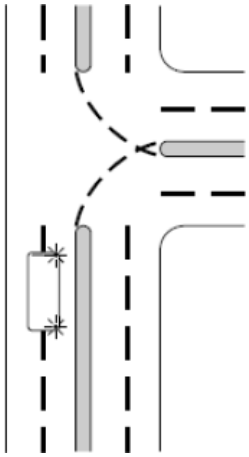


## Non-critical driving error (class LR, MR, HR and HC)

- In a vehicle 7.5m or more in length, unnecessarily encroaches into an adjacent lane on the approach to the turn – Diagram 29.

***Diagram 29***

In a vehicle 7.5m or more in length, unnecessarily encroaches into an adjacent lane on the approach to the turn.



***Note***

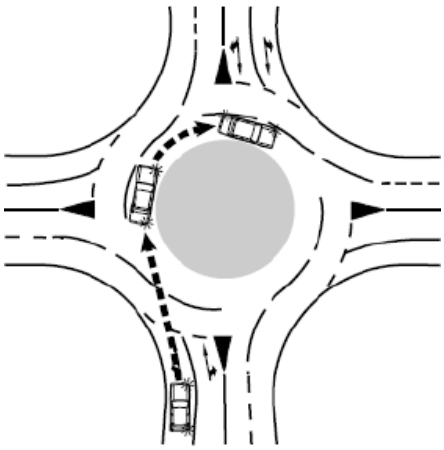
Vehicles must be within 50m of the intersection before they encroach onto adjacent lane space.

## Critical driving errors (all classes)

- Turns from or through an incorrect or non-allocated marked lane, including turning right at a roundabout from the left lane –Diagram 29.

***Diagram 29***

Turning right from a non-allocated lane.

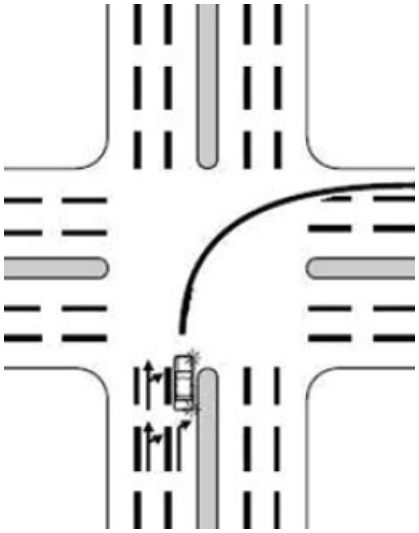


***Note***

A driver may turn right into a special purpose lane and drive for a permitted distance (that is 50m for bicycle lanes and 100m for all others). If a driver breaches this rule by driving further than the permitted distance, this would be marked in Road Position.

- Undertakes a U-turn on a multi-lane roundabout from the left lane.
- Takes inappropriate course when turning right at a multi-lane intersection where it is permitted to commence the turn from more than one marked lane - Diagram 29A.

***Diagram 29A***



***Note***

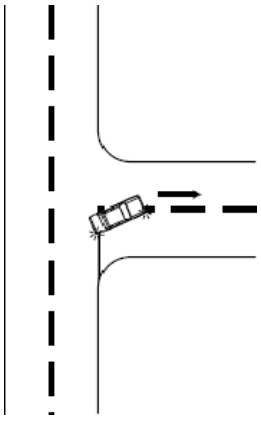
- This CDE does not apply to vehicles described in QRR as being exempt from starting a right turn from within the right lane.
- This CDE does not apply in situations where only one marked lane is permitted to turn.

## Critical driving error (all classes except motorcycles)

- Driving with one third or more of the vehicle unnecessarily on the incorrect side of road in any turning situation – Diagram 30.

***Diagram 30***

Cuts the corner with more than one third of the vehicle width on the incorrect side of the road.



## Critical driving error (motorcycles only)

- Allows any portion of the motorcycle or rider's body to encroach unnecessarily:
  - Onto the incorrect side of the road

  or

  - Over the right-hand edge or kerb of a one way street. For example, where a danger may exist in the form of striking roadside objects.

## 6.4.2 Hazard perception

Good hazard perception is based on the applicant's ability to read the road ahead and look out for hazards that may turn into a traffic conflict.

6.4.2.1 Observation/scanning and shoulder checks

6.4.2.2 Mirrors

6.4.2.3 Signalling

6.4.2.4 Traffic hazard

6.4.2.5 Judgement

6.4.2.6 Safety margins

6.4.2.7 Drives to conditions

6.4.2.8 Signs, signals and road markings

### 6.4.2.1 Observation/scanning and shoulder checks

**Performance outcome**

The applicant should scan, observe and monitor the driving environment in every direction as appropriate to the driving task.

When reversing, it is expected that the applicant uses all-round observation that combines physical vision to the rear, through side windows, internal and external mirrors and vision improvement devices (if fitted). A higher level of concentration is expected in the direction of potential dangers.

**Scoring criteria for general observation/scanning**

**Non-critical driving errors (all classes)**

- Fails to scan and observe all the road space ahead, to the sides and behind the vehicle (for example, at a controlled intersection where the controls are not facing the test vehicle).
- Late scanning, rushed scanning and not scanning in the correct direction for potential hazards
- Does not conduct a blind spot check over the appropriate shoulder at every lane change or divergence which would include moving off from and moving into the side of the road where there is significant lateral movement.

***Note***

This practice may not always be appropriate for heavy vehicles but may be included for smaller buses and trucks.

- Fails to scan and observe primarily to the rear while the vehicle is being reversed.

***Note***

Using mirrors only is not acceptable when reversing in most class C type vehicles; exceptions include panel vans, heavy vehicles or vehicles where direct rear vision is blocked.

- Diverts attention away from the driving task for an inappropriate period of time (for example, stares at or continually observes the position of the gear lever or other vehicle controls).

**Critical driving errors (all classes)**

- Fails to scan and observe at an uncontrolled intersection or uncontrolled level crossing.
- Fails to scan and observe at an intersection with a control (for example, Give Way or Stop sign).
- Diverts eyes from the direction of travel including conducting the blind spot check in a manner that compromises the safety of the driving task (for example, when driving in a forward direction, stares over the shoulder for a prolonged period or looks back as a substitute for using the mirrors).
- Fails to shoulder check and signal prior to making a lane change or divergence, where there is significant lateral movement, which would include moving off from the side of the road.

***Note***

This practice may not be appropriate for heavy vehicles but may be included for smaller buses and trucks.

- Fails to mirror check and signal prior to making a lane change or divergence, where there is significant lateral movement, which would include moving off from the side of the road. (MR, HR, and HC only).

**Critical driving errors (class C only)**

- Fails to scan and observe at an intersection or level crossing with a control (for example, Give Way or Stop sign).
- Nil observation to the rear when reversing.

***Note***

The CDE is to be marked only when the applicant fails to physically look at any time to the rear when reversing. Using mirrors only is not acceptable in most C class vehicles (exceptions may include vehicles with restricted direct rear vision such as panel vans). The applicant must apply all-round observation which includes turning the head to the rear where practical given the vehicle design, use of vision improvement devices (for example, reverse cameras) and the applicant's physical ability.

**Scoring criteria for shoulder checks at lane change or divergence**

**Specific repeated driving error (all classes)**

- Six or more diverging situations where blind spot, shoulder checks are not conducted.

***Note***

This SRDE refers only to the NCDE for failing to shoulder check.

### 6.4.2.2 Mirrors

**Performance outcome**

The applicant should use the rear vision mirrors on the approach to any hazard or potential hazard.

In all circumstances it is the driver response, not the vehicle systems operation which is assessed.

***Note***

Due to the nature of this performance check, it can only be conducted at certain locations or during certain sections of the test (that is, intersections, roundabouts, lane changes, manoeuvres and where a general mirror checking regimen can be verified).

**Scoring criteria**

**Non-critical driving errors (all classes)**

- Does not check the rear vision mirrors before:
  - slowing or stopping the vehicle
  - turning, changing lanes, diverging, merging
  - confronting any traffic hazard
- Stares into a mirror for a prolonged period (that is, a period excessive for the driving situation).

**Non-critical driving error – heavy vehicle reversing manoeuvre (class LR, MR, HR and HC)**

- Does not use the exterior mirrors primarily when observing to the rear during the manoeuvre (that is, uses the view over the left shoulder through the rear window to assist with positioning the vehicle).

***Note***

Occasional glancing over the shoulder is allowed.

### 6.4.2.3 Signalling

**Performance outcome**

The applicant should signal in the correct direction long enough to give sufficient warning to other drivers and pedestrians when intending to:

- Turn
- Diverge
- Move into the edge of the road or kerb
- Enter a line of traffic
- At a T-intersection where the continuing road curves to the left/right leaving the continuing road to proceed straight ahead onto the terminating road.

The applicant should signal in the correct direction for five seconds before moving off from a stationary position.

***Note***

- In situations where an applicant is unable to give electronic signals, they may be required to do prescribed hand signals as described in QRRs (for example, right signal and stopping signals).
- Hazard lights may be used when driving in hazardous weather conditions such as fog.

**Scoring criteria**

**Non-critical driving errors (all classes)**

- Fails to signal their intention with sufficient warning to turn or diverge left or right or when otherwise legally required to do so.

***Note***

This NCDE does not apply in circumstances where it would be impractical or inappropriate to do so, (for example where there is only a short distance between the first street and the intended turn location).

- Fails to signal left before exiting from a roundabout when legally required to do so.
- Activates the signal in the wrong direction.

***Note***

This NCDE should be marked only if the applicant turns in the opposite direction to the one that was signalled.

- Fails to cancel the signal within five seconds after the turn or divergence has been completed.
- Cancels the signal prematurely (that is, before the turn or divergence is commenced or completed) and without subsequent reapplication.
- Signals unnecessarily, where confusion to other road users may occur.

**Specific repeated driving error (all classes)**

- Repeated non-critical signalling errors (that is six errors).

**Critical driving error (all classes)**

- Signals incorrectly (for example, put on too early or is left on) and causes a dangerous situation – Diagram 32.

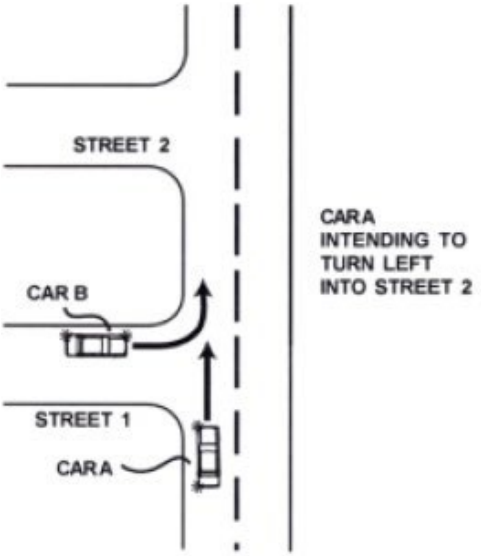
***Note***

This CDE should be marked where other road users need to take evasive action.

***Diagram 32***

**Example only**

Signal is put on incorrectly (car A) causing a dangerous situation.



### 6.4.2.4 Hazard detection

**Performance outcome**
The applicant should detect and respond appropriately to any hazard during the course of the test (for example out of order traffic lights, school crossings, railway crossings, cyclists).

***Note***

In assessing this performance check, consideration must be given to the speed of the vehicle, any defensive action taken by the applicant (for example, covering the brake) and the potential for danger.

**Scoring criteria**

**Non-critical driving error (all classes)**

- Does not respond appropriately or quickly enough in the event of a traffic hazard.

### 6.4.2.5 Judgement

**Performance outcome**

The applicant should judge and utilise a safe gap in traffic when negotiating intersections, lane changing or merging and without causing other road users to take evasive action.

The applicant should make a correct decision and respond appropriately with regard to judgement of the speed and distance of any traffic or pedestrians.

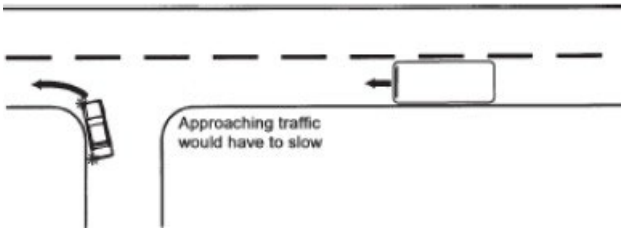
**Scoring criteria**

**Non-critical driving errors (all classes)**

- Does not judge appropriately the speed and distance of other vehicles while negotiating intersections, lane changes or merging situations – Diagram 33.

***Diagram 33***

The vehicle turning left has not appropriately judged the speed and distance of the oncoming vehicle necessitating a marginal adjustment of speed by this vehicle.




***Note***

This NCDE generally refers to situations where there is only a marginal adjustment of speed by other road users and no compromised safety. In more serious situations a CDE would be scored.

- Stops appropriately, but when presented with a safe gap in the traffic does not proceed.
- Stops in a situation where there are no vehicles or pedestrians present and it is clear to proceed.
- Gives way unnecessarily to another road user (that is, incorrect application of give way rule).

**Specific repeated driving error (all classes)**

Repeated judgement errors (that is, four errors).

## Critical driving errors (all classes)

- Enters a choked intersection causing obstruction to other vehicles, trains and/or pedestrians.
- Enters or attempts to enter a level crossing causing obstruction to other vehicles, trains and/or pedestrians.
- After moving into the intersection on a green light waiting to turn right, the applicant fails to leave the intersection when the lights turn yellow or red.

***Note***

This CDE should only be marked when the applicant fails to utilise a safe gap to clear the intersection.

- Fails to give way to vehicles (see Diagram 34) and other road users including:
  - Emergency vehicles
  - Cyclists
  - Pedestrians
  - Horses (at the direction of the person in charge)
  - Escorted vehicles
- Buses pulling out and displaying the regulatory Give Way sign.

***Note***

It is important that the applicant demonstrates a sound knowledge of give way rules and should not be penalised if he/she proceeds and there is no possibility of a give way situation arising from the actions of other road users (for example, other driver stops of their own volition to allow applicant to continue with turnaround manoeuvre).

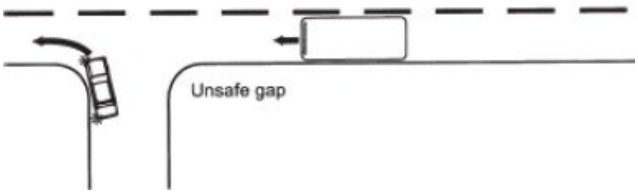
Give way for a driver or pedestrian means:

(a) if the driver or pedestrian is stopped – remain stationary until it is safe to proceed; or

(b) in any other case – slow down and, if necessary, stop to avoid a collision.

***Diagram 34***

Fails to give way.




## EXAMPLES OF *GIVE WAY* SITUATIONS

- When driving through a break in a dividing strip a driver must give way to vehicles on the part of the road the driver is entering.
- A driver entering a median turning bay must give way to any oncoming vehicle already in the turning bay.
- Drivers must give way when leaving or entering a road-related area.
- Drivers must give way to other vehicles when entering a turning lane after driving from a painted island.
- Drivers must give way to pedestrians, bicycle and personal mobility device riders on or entering a slip road.
- Drivers must give way to vehicles ahead of them when merging in another line of traffic.
- Drivers must give way to pedestrians, bicycle and personal mobility device riders on or entering a children's crossing.
- Drivers must give way to pedestrians, bicycle and personal mobility device riders on or entering a marked foot crossing.
- Drivers in shared zones must give way to all pedestrians.
- Drivers must give way to buses entering the traffic from the side of the road in a built-up area where the speed limit is 70 km/h or less.

### 6.4.2.6 Safety margins

**Performance outcome**

The applicant should ensure there is an appropriate buffer zone in front of and to the sides of the vehicle and that it is in the correct position when stopped in a line of traffic.

***Note***

The following distance is assessed using the time lapse formula (except for distance between heavy vehicles). DEs should take into account extra following distances required for heavy vehicles. In built up areas a minimum of 4 seconds is recommended.

**Scoring criteria**

**Non-critical driving errors (all classes)**

- Reduces the following distance from the vehicle in front to less than two seconds but more than one second.
- Reduces the following distance from the vehicle in front to less than four seconds but more than two seconds in adverse conditions.
- Drives too close to parked vehicles, cyclists, pedestrians or oncoming traffic when travelling at normal road speeds without compromising safety.
- Stops in a line of traffic with insufficient space between the test vehicle and the vehicle in front.

***Note***

The gap should be sufficient to allow the test vehicle to manoeuvre forward around the vehicle if necessary.

- Drives too close to the left-hand edge or kerb of the road (including firm brushing or nudging the kerb) or the right-hand edge or kerb of a one way street. Driving closer than 30cm is reasonable if driving at slow speeds and in confined situations.

**Specific repeated driving error (all classes)**

- Repeated non-critical safety margin errors (that is, four errors).

**Critical driving errors (all classes)**

- Follows other traffic with one second or less following distance (or in adverse conditions less than two seconds).
- Fails to maintain a safe distance when in close proximity to:
  - stationary or moving vehicles (including bicycles)
  - roadside obstacles
  - pedestrians walking on a road or road-related area or in a shared zone

***Note***

- This CDE should be marked if:
  - While passing or overtaking, the relationship between the speed of the vehicle and the safety margin is inappropriate (for example, 60 km/h with a 0.5m margin).
  - Impact is imminent.
- This CDE includes situations where the DE intervenes due to the possibility of a collision occurring.

- Fails to maintain a minimum distance of 1m when passing cyclists in a 60km/h or less zone.
- Fails to maintain a minimum distance of 1.5m when passing cyclists in a zone where the speed limit is in excess of 60km/h.

**Critical driving error (class HC only)**

- Reduces the following distance to below 60m in areas outside a built up area.

***Note***

This CDE would not apply on a multi-lane road or where the test vehicle is overtaking.

## 6.4.2.7 Drives to Conditions

### Progress

**Performance outcome**

The applicant should progress with the general flow of traffic (at a speed that is not excessive for the situation) and without exceeding the speed limit. Acceleration should be smooth, progressive and appropriate for the traffic conditions.

**Scoring criteria**

**Non-critical driving errors (all classes)**

- Fails to adjust speed appropriately in response to a non-regulatory advisory speed sign (non-hazardous situation).
- Fails to adjust speed appropriately when merging.
- Accelerates too rapidly or too slowly for the prevailing traffic and environmental conditions.
- Drives too fast for the situation, including in reverse, but does not exceed speed limit.
- Drives too slowly for the situation where the road, vehicle and/or traffic conditions do not require it.

**Critical driving errors (all classes)**

- Drives excessively slowly for the situation where the road, vehicle and/or traffic conditions do not require it and it creates obstruction to other road users, or a dangerous situation.
- Increases speed while being overtaken.
- Drives too fast for the situation, (for example, adverse weather conditions or approaching a pedestrian/children's crossing ), and compromises safety, including in reverse.

***Note***

- These CDEs should not be marked if momentary and quickly corrected and did not compromise safety to road users.
- The CDE for “Drives excessively too slowly for the situation” should not be marked where the applicant safely progresses with traffic (for example, progresses with traffic below the posted speed limit in the left lane of a multi-lane road)

  **or**

  In the case of an interstate licence holder, where the conditions on the applicant’s licence restrict them from driving to the legal sign posted speed limit.

### Speed

**Scoring criteria**

**Critical driving error (all classes)**

- Drives in excess of the speed limit.

***Note***

This CDE is only to be marked if the DE has determined the vehicle is actually speeding and the CDE is appropriate. The following should be considered:

- The relative seating position of the DE and whether the DE has an unobstructed view of the speedometer.
- Digital reading displays can fluctuate briefly before settling.
- Analogue speedometer needles can shake.
- Buses over 5 tonnes and all other vehicles over 12 tonnes are restricted to a speed of 100 km/h, even if the posted speed limit is over 100 km/h.

## 6.4.2.8 Signs, signals and road markings

**Performance outcome**

The applicant should obey any regulatory road sign, traffic signal or road marking.

The applicant is required to bring the vehicle to a stop (as described in the QRR) as close as practicable to, but not over, the line. If there is no line, before reaching the traffic lights.

Applicants are allowed to drive over single and double continuous white dividing lines to avoid an obstruction or to pass a cyclist so long as the driver can do so safely.

The level of hazard must be taken into account when making the decision.

***Note***

The applicant should not be penalised when obeying a direction given by a police officer or traffic controller in a driving test situation.

**Scoring criteria**

**Non-critical driving errors (all classes)**

- Brings the vehicle to a stop with the vehicle protruding marginally over a stop line.
- Disobeys a through traffic keep right (or similar) sign.
- When intending to turn right at traffic signals, fails to enter the intersection on a green light (when appropriate to do so) and wait for a safe gap in the traffic.

***Note***

This NCDE applies if the test vehicle is the first vehicle in line waiting to turn right.

- Demonstrates poor knowledge/understanding of traffic signals, signs or road markings.

***Note***

This NCDE is for situations of a less serious nature.

For example:

- Waits unnecessarily in a turning lane for a green arrow when legally able to proceed.
- Waits unnecessarily at a non-active school crossing.

- When turning right, inappropriately moves into the intersection behind the first vehicle. This applies in cases where the driver faces a traffic signal showing a green light.

***Note***

Generally only the first vehicle should move into the intersection to position for a right turn. However, if there is enough space (at a large intersection) then more than one vehicle may enter the intersection to turn right.

- Unnecessarily crosses a continuous line separating the lanes.

**Critical driving errors (all classes)**

- Disobeys any regulatory road sign, traffic signal or road marking including:
  - Standing in a line of traffic over a keep clear road marking.
  - Driving onto a railway crossing while the red lights are still flashing.
  - Heavy vehicles use low gear sign.
  - Disobeying an illuminated red flashing diagonal cross situated on an overhead lane control device.
  - Drives unnecessarily to the right of two continuous parallel dividing lines.

***Note***

- Disobeying a speed regulatory sign would be marked under Speed performance check and disobeying a No stopping sign of any kind would be marked in Road Position performance check.
- At a stop sign or line, it is acceptable for the applicant to make a correct stop and then move forward for a safe distance beyond the stop line, sign or intersection to increase vision before proceeding, provided approaching traffic is not impeded. Note that stop lines carry the same authority as the equivalent sign.
- Truck Must Enter and Bus Must Enter signs must be obeyed by these types of vehicles.
- A No U-turn sign applies until the next intersection or the end of the road or when another sign ends the restriction.

Disobeys a stop sign, including:

- Driving through a stop sign at any speed
- Not stopping the vehicle at the stop line or, if there is no stop line, as near as practicable to, but before the intersection.

***Note***

For the purposes of Q-SAFE, stopping at the stop line means stopping within 1m of the stop line. However, in some cases this may not be practicable and the DE is required to make a judgement based on traffic conditions at the time.

- Stopping with the vehicle over the stop line or intersection to the extent that it could cause a potentially dangerous situation.

***Note***

At a stop sign, it is acceptable for the driver to make a correct stop and then move forward for a safe distance beyond the stop line, sign or intersection to increase vision before proceeding, provided approaching traffic is not impeded.

## 6.4.3 Heavy vehicles only

### 6.4.3.1 Sequence class HC uncouple/recouple

**Performance outcome**

**Sequence class HC uncouple/recouple**

An applicant for a class HC licence is required to uncouple the trailer, drive forward approximately 10m and then reverse back onto the trailer to recouple ready to drive off. The applicant should be able to uncouple and recouple the trailer (having regard for all safe practices) in the correct sequence within approximately twelve minutes. (See *Section 5 – Manoeuvres*)

If a safe location for a reversing and uncouple/recouple exercise can't be incorporated on a LR, MR, HR and HC test the manoeuvre should not be completed and the test should continue.

**Scoring criteria**

**Non-critical driving errors - sequence class HC uncouple/recouple**

- Fails to ensure the release of jaws/pin coupling in preparation for the uncouple or recouple.
- Chocks not stowed securely and not causing a potentially hazardous situation.
- Fails to conduct trailer brake test after recoupling of trailer.

**Critical driving errors - sequence class HC uncouple/recouple**

- Unable to complete the task.
- Omits a segment (or operates out of sequence) causing a potentially dangerous situation to arise, for example:
  - Fails to apply park brake
  - Fails to carry out an initial tug test
  - Fails to lower or raise support legs and secure wind- up handle
  - Fails to ensure jaws/pin coupling is locked
  - Fails to chock wheels when required (i.e. spring brake or brake away system not fitted or operational)
  - Fails to disconnect and secure or reconnect hoses and cables
  - Fails to ensure that air pressure is at a correct operating level before driving off.

## 6.4.4 Motorcycles only

6.4.4.1 Balance and control (classes RE, R)

6.4.4.2 Posture (classes RE, R)

6.4.4.3 Helmet improperly worn (classes RE, R)

### 6.4.4.1 Balance and control

**Performance outcome**

A rider should maintain full balance and control of the motorcycle in all speed and driving conditions.

**Scoring criteria**

**Non-critical driving errors**

- Displays a lack of ability or skill in maintaining good balance and control (for example, during low speed riding has to place a foot down to steady the motorcycle).
- Fails to maintain a slow walking pace during the slow ride exercise.

**Specific repeated driving error**

- Applicant repeatedly (that is, more than five times) displays a lack of ability to balance or control the motorcycle.

**Critical driving errors**

- Applicant falls off the motorcycle or lays the motorcycle down.
- Operates the motorcycle with a severe lack of control or balance and in a manner that compromises safety.

### 6.4.4.2 Posture

**Performance outcome**

The applicant should ride the motorcycle with feet, knees, body, arms, hands and head in the appropriate position for safe and comfortable riding.

**Scoring criteria**

**Non-critical driving errors**

- Continually rides with toes on the foot pegs.
- Continually rides with knees protruding out from the tank.
- Continually fails to lean with the motorcycle, in a manner that interferes with cornering ability.
- Continually rides with the head not in an upright position.
- Continually rides in a seated position too far back from the tank.
- Continually rides sliding laterally from side to side across the seat.
- Continually rides with any hand off the handlebar without an appropriate reason and without causing a loss of balance and control.

***Note***

An appropriate reason would include switching to reserve fuel or adjusting a helmet visor.

**Critical driving errors**

- Removes both hands from the handlebars while the vehicle is in motion.
- Places feet on foot pegs other than those allocated for use of the foot controls.

### 6.4.4.3 Helmet improperly worn

**Performance outcome**

The rider should ensure that an appropriate helmet is worn that is securely fitted and strapped according to manufacturer's specifications and Australian Design Rules.

**Scoring criteria**

**Critical driving error**

- Rides with the helmet improperly fitted or not securely strapped.

# 7. Test result

## 7.1 Introduction

Generally, the applicant's test result is either **successful** or **unsuccessful.**

An **unsuccessful** result is recorded in the following situations:

- **Nine or more accumulated non-critical driving errors (NCDE).**

  These NCDEs may have occurred in relation to any of the performance checks – pre-drive check, vehicle operation, hazard perception or motorcycles/heavy vehicle checks.

- **One specific repeated driving error (SRDE).**

  This occurs where too many NCDEs have been recorded for a certain performance check.

**Most cases of test termination**

The conditions for test termination associated with an unsuccessful result are:

- **One critical driving error (CDE)** or **general critical driving error (GCDE)**.
- **Refusal** by the applicant to attempt any part of the test without a valid reason.
- **Coercion** of the DE by the applicant.
- Applicant under the influence of **alcohol or other drugs.**
- **Interference by a third party** (e.g. relative, driver trainer).
- **Unsuitable vehicle** (including failed vehicle check).
- **Separation from DE** (motorcycles only).

The applicant receives a **successful result** if there are no grounds for an unsuccessful result.

***Important note***

There are four conditions for test termination that do not lead to an unsuccessful result because they are beyond the applicant's control. These conditions are:

- Illness
- Breakdown of the vehicle
- Adverse weather conditions
- Accident where the applicant was not at fault.

In these cases, the test is terminated but the assessment result is **neither** unsuccessful nor successful. (Note: Any refund of the test fee in these situations is at the discretion of the M (CSC)).

For further details, please see *Section 8 – Conditions for test termination*.

## 7.2 How to record the test result on the DAR/RAR

- If the result is **successful**, cross the box marked **Successful** in the Assessment Result section of the DAR/RAR. Provide the applicant with written feedback on their driving performance in the area for Appraisal.

***Note***

Guidelines on written feedback are given later in this section.

- If the result is **unsuccessful**, cross the box marked **Unsuccessful** and, if applicable, cross the box marked **Test Terminated**. DEs also need to cross the appropriate box in the Criteria for an Unsuccessful Assessment Result section. The reasons for the unsuccessful result must be detailed in the Appraisal area.

***Note***

This list on the DAR/RAR does not cover all criteria for an unsuccessful result (e.g. interference by third party).

- If the test is **terminated for conditions that are beyond the applicant's control**, the **Test Terminated** box is crossed and the reason, with the time, is noted in the Appraisal area. In these cases, there is neither a successful or an unsuccessful assessment result recorded, and no boxes marked in the Criteria for an Unsuccessful Assessment Result section.
- The DE must sign the Assessment Result section of the DAR/RAR and record their DE number.

## 7.3 How to provide written feedback to the applicant

Detailed written feedback is **compulsory**, whether they are successful or unsuccessful. Written feedback aims to make the test result more informative and educational for both the applicant and their trainer/tutor. The feedback is recorded in the Appraisal area of the Assessment Result section of the DAR/RAR.

Information on general requirements for all written feedback is detailed below. This is followed by some examples of written feedback to illustrate some of these requirements.

**Requirements for written feedback**

- All feedback must relate specifically to the applicant's performance on the test. DEs must avoid making comments about the applicant's driving skills that are beyond the scope of the test.
- The DE is required to provide constructive information on both the strengths and weaknesses of the applicant's performance. They should try to be as positive as possible and note areas where the applicant has performed well and others where improvements are needed. It is not necessary to comment on every aspect of the test where the applicant performed well.
- Any driving errors that were made must be explained verbally and supported by written comments. It is not sufficient to just note the type of error made and the relevant performance check. Ideally, the driving error should be explained in terms of the scoring criteria for that particular error.
- If multiple NCDEs were accrued, it is sufficient to summarise the trends of errors rather than explain each NCDE. It is adequate to explain the most significant NCDEs as there may not be enough space on the DAR form to detail every error.
- A CDE (including GCDE) or a SRDE must be fully explained according to its scoring criteria.
- If the test is terminated for any reason, the DE must give a detailed explanation of why.

**Notes about the application and assessment details on the report forms**

**Before** leaving the CSC, ensure all elements of the Application and Assessment Details are completed, including "Time Started", except for

- Date, and
- Time finished (complete at the completion of the test).

**Driving Assessment Report (Car and Heavy Vehicle)**

Queensland Government

**Privacy Statement:** The Department of Transport and Main Roads (the department) provides this form for the use by a driving examiner to assess your ability to drive a vehicle. You will be given a copy of this form after you have completed the driving test and the driving examiner will discuss this information with you. This information is also accessible by authorised departmental persons. The department will not disclose your personal information to any other third parties without your consent unless authorised or required by law.

Report Number: **D**

**Application and Assessment Details**

Applicant's name _____ Customer Ref No. _____

Application for licence class _____ Conditions _____ Test centre _____ Special assessment _____

Driver Trainer _____ Accreditation No. _____ Driving school _____

Vehicle rego. No. _____ Vehicle check Suitable ☐ Unsuitable ☐ Driving Examiner's No. _____ Driving Examiner's initials _____

Applicant's signature _____ Date _____ Time started _____ am pm Finished _____ am pm

**Riding Assessment Report**

Queensland Government

**Privacy Statement:** The Department of Transport and Main Roads (the department) provides this form for the use by a driving examiner to assess your ability to drive a vehicle. You will be given a copy of this form after you have completed the driving test and the driving examiner will discuss this information with you. This information is also accessible by authorised departmental persons. The department will not disclose your personal information to any other third parties without your consent unless authorised or required by law.

Report Number: **R**

**Application and Assessment Details**

Applicant's name _____ Customer Ref No. _____

Application for licence class _____ Conditions _____ Test centre _____ Special assessment _____

Driver Trainer _____ Accreditation No. _____ Driving school _____

Vehicle rego. No. _____ Vehicle check Suitable ☐ Unsuitable ☐ Driving Examiner's No. _____ Driving Examiner's initials _____

Applicant's signature _____ Date _____ Time started _____ am pm Finished _____ am pm

## Written feedback – Example 1

### Car – Class C (manual)

In this example, the DE comments on aspects of the applicant's driving performance that were related to the test.

The DE refers to the main NCDEs that were made and briefly explains them in terms of their scoring criteria.

A positive comment is made in relation to the person's hill start and reverse park manoeuvre.

**Assessment Result** *please* [x] Successful [ ] Unsuccessful [x] Test Terminated [ ]

Appraisal: Accumulated to many NCDEs

In particular - CLUTCH COASTING and STALLING

GEARS - inappropriate gear selection.

OBSERVATION - fails to scan and observed primarily to the rear when reversing

PROGRESS - accelerates too slowly. Reverse park and hill start - well done

**Non-Critical Driving Errors (NCDE)** 9 or more [x] 6 or more [ ] (Tow Truck & Driver Authorisation)

**Specific Repeated Driving Errors (SRDE)** 1 or more [ ]

**Critical Driving Errors (CDE)** 1 [ ]

**General - Critical Driving Errors** Intervention by Examiner [ ] Collision [ ] Dangerous action [ ] Disobeys official direction [ ]

**C – Pre-Drive Check**

| ✓ assessed / [x] error | NCDE |
|---|---|
| *All Classes* | |
| Mirrors Adjustment | [ ] |
| Headlight/Dip | [ ] |
| Wipers | [ ] |
| Washers | [ ] |
| Demister | [ ] |
| Air Conditioning | [ ] |
| Hazard Lights | [ ] |
| Seat Adjustment | [ ] |
| *Trucks (Class MR, HR, HC)* | |
| Auxilliary Brake | [ ] |
| Trailer Brake | [ ] |
| Emergency Lights (Tow Truck only) | [ ] |

**D – Vehicle Operation**

| [x] error | NCDE | SRDE | CDE |
|---|---|---|---|
| Ancillary Controls | | | [ ] |
| Clutch | | | [ ] |
| Clutch Coasting | XXXX | [ ] | [ ] |
| Stalling | XXX | [ ] | [ ] |
| Accelerator | | | [ ] |
| Gears (Class C, LR) | XXX | | [ ] |
| Gears (Class MR, HR, HC) | | [ ] | [ ] |
| Steering Control | | [ ] | [ ] |
| Steering Operation | | | [ ] |
| Braking | | | [ ] |
| Road Position | XX | [ ] | [ ] |
| Manoeuvre Positions | | | [ ] |
| Left Turn Position - | | | |
| *Before* | X | | [ ] |
| *After* | | | [ ] |
| Right Turn position - | | | |
| *Before* | X | | [ ] |
| *After* | | | [ ] |

**E – Hazard Recognition/Decision**

| [x] error | NCDE | SRDE | CDE |
|---|---|---|---|
| Observation/Scanning | XX | | [ ] |
| Shoulder Checks | | [ ] | [ ] |
| Mirrors | | | |
| Signalling | | [ ] | [ ] |
| Traffic Hazard | | | |
| Judgement | | [ ] | [ ] |
| Safety Margins | | [ ] | [ ] |
| Progress | XXX | | [ ] |
| Signs/Signals/Markings | | | [ ] |
| Speed | | | [ ] |
| *Trucks* | | | |
| Sequence - Uncouple/Recouple | | | [ ] |

**Note: This report relates only to this test** **This is not a licence** TRB Forms Area F5080 V01 Feb 2015

## Written Feedback – Example 2

### Car – class C

In this example, the DE explains the CDE made according to its scoring criteria and the time that it occurred.

The DE comments on a positive aspect of the drive.

**Assessment Result** *please* ☒ Successful ☐ Unsuccessful ☒ Test Terminated ☒

Appraisal CDE for SPEED (at 10.40am) - exceeded speed limit 50km/h in a 40km/zone.

NCDEs for OBSERVATION - insufficient

Good steering control and operation.

| Non-Critical Driving Errors (NCDE) | Specific Repeated Driving Errors (SRDE) | Critical Driving Errors (CDE) |
|---|---|---|
| 9 or more ☐ 6 or more ☐ (Tow Truck & Driver Authorisation) | 1 or more ☐ | 1 ☒ |

General - Critical Driving Errors: Intervention by Examiner ☐ Collision ☐ Dangerous action ☐ Disobeys official direction ☐

**C – Pre-Drive Check**

| ✓ assessed / ☒ error | NCDE |
|---|---|
| *All Classes* | |
| ○ Mirrors Adjustment | ☐ |
| ○ Headlight/Dip | ☐ |
| ✓ Wipers | ☐ |
| ✓ Washers | ☐ |
| ○ Demister | ☐ |
| ○ Air Conditioning | ☐ |
| ○ Hazard Lights | ☐ |
| ○ Seat Adjustment | ☐ |
| *Trucks (Class MR, HR, HC)* | |
| ○ Auxilliary Brake | ☐ |
| ○ Trailer Brake | ☐ |
| ○ Emergency Lights (Tow Truck only) | ☐ |

**D – Vehicle Operation**

| ☒ error | NCDE | SRDE | CDE |
|---|---|---|---|
| Ancillary Controls | | | ☐ |
| Clutch | | | ☐ |
| Clutch Coasting | | ☐ | ☐ |
| Stalling | | ☐ | ☐ |
| Accelerator | | | ☐ |
| Gears (Class C, LR) | | | ☐ |
| Gears (Class MR, HR, HC) | | ☐ | ☐ |
| Steering Control | | ☐ | ☐ |
| Steering Operation | | | ☐ |
| Braking | ☒ | | ☐ |
| Road Position | | ☐ | ☐ |
| Manoeuvre Positions | | | ☐ |
| Left Turn Position - | | | |
| *Before* | | | ☐ |
| *After* | | | ☐ |
| Right Turn position - | | | |
| *Before* | | | ☐ |
| *After* | ☒ | | ☐ |

**E – Hazard Recognition/Decision**

| ☒ error | NCDE | SRDE | CDE |
|---|---|---|---|
| Observation/Scanning | ☒☒ | | ☐ |
| Shoulder Checks | | ☐ | ☐ |
| Mirrors | | | |
| Signalling | | ☐ | ☐ |
| Traffic Hazard | | | |
| Judgement | | ☐ | ☐ |
| Safety Margins | ☒ | ☐ | ☐ |
| Progress | | | ☐ |
| Signs/Signals/Markings | | | ☐ |
| Speed | | | ☒ |
| *Trucks* | | | |
| Sequence - Uncouple/Recouple | | | ☐ |

Note: This report relates only to this test — This is not a licence — TRB Forms Area F5080 V01 Feb 2015

## Written Feedback – Example 3

### Car – class C (automatic)

In this example, the DE gives a description of why the test was terminated.

The DE refers to NCDEs that were made.

**Assessment Result** *please* [x] Successful [ ] Unsuccessful [ ] Test Terminated [X]

Appraisal

Test vehicle involved in an accident - applicant not at fault

Accident occured at 11:45am

NCDEs: SHOULDER CHECKS: insufficient

MIRRORS: insufficient use before slowing or stopping

| Non-Critical Driving Errors (NCDE) | Specific Repeated Driving Errors (SRDE) | Critical Driving Errors (CDE) |
|---|---|---|
| 9 or more [ ] 6 or more [ ] (Tow Truck & Driver Authorisation) | 1 or more [ ] | 1 [ ] |

**General - Critical Driving Errors** Intervention by Examiner [ ] Collision [ ] Dangerous action [ ] Disobeys official direction [ ]

| C – Pre-Drive Check | | D – Vehicle Operation | | | | E – Hazard Recognition/Decision | | | |
|---|---|---|---|---|---|---|---|---|---|
| ✓ *assessed* [x] *error* | NCDE | [x] *error* | NCDE | SRDE | CDE | [x] *error* | NCDE | SRDE | CDE |
| ***All Classes*** | | Ancillary Controls | | | | Observation/Scanning | | | |
| Mirrors Adjustment | | Clutch | | | | Shoulder Checks | XX | | |
| Headlight/Dip | | Clutch Coasting | | | | Mirrors | XX | | |
| Wipers | | Stalling | | | | Signalling | | | |
| Washers | | Accelerator | | | | Traffic Hazard | | | |
| Demister | | Gears (Class C, LR) | | | | Judgement | | | |
| Air Conditioning | | Gears (Class MR, HR, HC) | | | | Safety Margins | | | |
| Hazard Lights | | Steering Control | | | | Progress | | | |
| Seat Adjustment | | Steering Operation | | | | Signs/Signals/Markings | | | |
| | | Braking | | | | Speed | | | |
| | | Road Position | | | | ***Trucks*** | | | |
| ***Trucks (Class MR, HR, HC)*** | | Manoeuvre Positions | | | | Sequence - Uncouple/Recouple | | | |
| Auxilliary Brake | | Left Turn Position - | | | | | | | |
| Trailer Brake | | *Before* | | | | | | | |
| Emergency Lights (Tow Truck only) | | *After* | | | | | | | |
| | | Right Turn position - | | | | | | | |
| | | *Before* | | | | | | | |
| | | *After* | | | | | | | |

**Note: This report relates only to this test** **This is not a licence** TRB Forms Area F5080 V01 Feb 2015

## Written Feedback – Example 4

### Car – class C (manual)

In this example, the DE describes the SRDE according to its scoring criteria and explains why the test was unsuccessful.

The DE notes the NCDEs made and an aspect of the test where the applicant performed well.

**Assessment Result** *please* [x] Successful [ ] Unsuccessful [X] Test Terminated [ ]

Appraisal

SRDE - ROAD POSITION: did not stay within the lane on numerous occasions during the drive

Manoeuvres were performed well

| Non-Critical Driving Errors (NCDE) | Specific Repeated Driving Errors (SRDE) | Critical Driving Errors (CDE) |
|---|---|---|
| 9 or more [ ] 6 or more [ ] (Tow Truck & Driver Authorisation) | 1 or more [X] | 1 [ ] |

**General - Critical Driving Errors** Intervention by Examiner [ ] Collision [ ] Dangerous action [ ] Disobeys official direction [ ]

**C – Pre-Drive Check**

| ✓ assessed / [x] error | NCDE |
|---|---|
| ***All Classes*** | |
| Mirrors Adjustment | |
| Headlight/Dip | |
| Wipers | |
| Washers | |
| Demister | |
| Air Conditioning | |
| Hazard Lights | |
| Seat Adjustment | |
| ***Trucks (Class MR, HR, HC)*** | |
| Auxilliary Brake | |
| Trailer Brake | |
| Emergency Lights (Tow Truck only) | |

**D – Vehicle Operation**

| [x] error | NCDE | SRDE | CDE |
|---|---|---|---|
| Ancillary Controls | | | |
| Clutch | | | |
| Clutch Coasting | | | |
| Stalling | | | |
| Accelerator | | | |
| Gears (Class C, LR) | X | | |
| Gears (Class MR, HR, HC) | | | |
| Steering Control | | | |
| Steering Operation | | | |
| Braking | X | | |
| Road Position | XXXXX | X | |
| Manoeuvre Positions | | | |
| Left Turn Position - | | | |
| *Before* | | | |
| *After* | | | |
| Right Turn position - | | | |
| *Before* | | | |
| *After* | | | |

**E – Hazard Recognition/Decision**

| [x] error | NCDE | SRDE | CDE |
|---|---|---|---|
| Observation/Scanning | | | |
| Shoulder Checks | X | | |
| Mirrors | | | |
| Signalling | | | |
| Traffic Hazard | | | |
| Judgement | | | |
| Safety Margins | | | |
| Progress | | | |
| Signs/Signals/Markings | | | |
| Speed | | | |
| ***Trucks*** | | | |
| Sequence - Uncouple/Recouple | | | |

**Note: This report relates only to this test** **This is not a licence** TRB Forms Area F5080 V01 Feb 2015

## Written Feedback – Example 5

### Car – class C (manual)

In this example, the DE gives applicant positive feedback on their driving performance and notes specific areas where they performed well.

The DE comments on NCDEs made during the test.

**Assessment Result** *please* ☒ Successful ☒ Unsuccessful ☐ Test Terminated ☐

Appraisal

Good effort - demonstrated sound driving practices overall

NCDE - failed to check blind spot when moving off

- insufficient use of signals when exiting roundabout

| Non-Critical Driving Errors (NCDE) | Specific Repeated Driving Errors (SRDE) | Critical Driving Errors (CDE) |
|---|---|---|
| 9 or more ☐ 6 or more ☐ (Tow Truck & Driver Authorisation) | 1 or more ☐ | 1 ☐ |

**General - Critical Driving Errors** Intervention by Examiner ☐ Collision ☐ Dangerous action ☐ Disobeys official direction ☐

**C – Pre-Drive Check**

| ✓ *assessed* ☒ *error* | NCDE |
|---|---|
| ***All Classes*** | |
| Mirrors Adjustment | ☐ |
| Headlight/Dip | ☐ |
| Wipers | ☐ |
| Washers | ☐ |
| Demister | ☐ |
| Air Conditioning | ☐ |
| Hazard Lights | ☐ |
| Seat Adjustment | ☐ |
| ***Trucks (Class MR, HR, HC)*** | |
| Auxilliary Brake | ☐ |
| Trailer Brake | ☐ |
| Emergency Lights (Tow Truck only) | ☐ |

**D – Vehicle Operation**

| ☒ *error* | NCDE | SRDE | CDE |
|---|---|---|---|
| Ancillary Controls | ☐☐☐ | | ☐ |
| Clutch | ☐☐☐ | | ☐ |
| Clutch Coasting | ☐☐☐☐☐ | ☐ | ☐ |
| Stalling | ☐☐☐☐☐ | ☐ | ☐ |
| Accelerator | ☐☐☐ | | ☐ |
| Gears (Class C, LR) | ☐☐☐ | | ☐ |
| Gears (Class MR, HR, HC) | ☐☐☐☐☐ | ☐ | ☐ |
| Steering Control | ☐☐☐☐☐ | ☐ | ☐ |
| Steering Operation | ☐☐☐ | | ☐ |
| Braking | ☐☐☐ | | ☐ |
| Road Position | ☐☐☐☐☐ | ☐ | ☐ |
| Manoeuvre Positions | ☐☐ | | ☐ |
| Left Turn Position - | | | |
| *Before* | ☐☐☐ | | ☐ |
| *After* | ☐☐☐ | | ☐ |
| Right Turn position - | | | |
| *Before* | ☐☐☐ | | ☐ |
| *After* | ☐☐☐ | | ☐ |

**E – Hazard Recognition/Decision**

| ☒ *error* | NCDE | SRDE | CDE |
|---|---|---|---|
| Observation/Scanning | ☐☐☐ | | ☐ |
| Shoulder Checks | X☐☐☐☐ | ☐ | ☐ |
| Mirrors | ☐☐☐ | | |
| Signalling | X☐☐☐☐ | ☐ | ☐ |
| Traffic Hazard | ☐☐☐ | | |
| Judgement | ☐☐☐ | ☐ | ☐ |
| Safety Margins | ☐☐☐ | ☐ | ☐ |
| Progress | ☐☐☐ | | ☐ |
| Signs/Signals/Markings | ☐☐☐ | | ☐ |
| Speed | | | ☐ |
| ***Trucks*** | | | |
| Sequence - Uncouple/Recouple | ☐☐☐ | | ☐ |

**Note: This report relates only to this test** **This is not a licence** TRB Forms Area F5080 V01 Feb 2015

## Written Feedback – Example 6

### Truck – class HR

In this example, the DE explains why the test was unsuccessful by detailing the reason for the CDE made.

The DE makes a comment on an aspect of the test performed well.

**Assessment Result** *please* ☒ Successful ☐ Unsuccessful ☒ Test Terminated ☒

Appraisal: CDE for GEARS at 9:47am - applicant's demonstrated lack of ability to change gears appropriately for speed and road conditions causes loss of control of the vehicle

Good use of mirrors during test drive

| Non-Critical Driving Errors (NCDE) | Specific Repeated Driving Errors (SRDE) | Critical Driving Errors (CDE) |
|---|---|---|
| 9 or more ☐ 6 or more ☐ (Tow Truck & Driver Authorisation) | 1 or more ☐ | 1 ☒ |

**General - Critical Driving Errors** Intervention by Examiner ☐ Collision ☐ Dangerous action ☐ Disobeys official direction ☐

**C – Pre-Drive Check**

| ✓ assessed / ☒ error | NCDE |
|---|---|
| ***All Classes*** | |
| ○ Mirrors Adjustment | ☐ |
| ○ Headlight/Dip | ☐ |
| ○ Wipers | ☐ |
| ✓ Washers | ☐ |
| ○ Demister | ☐ |
| ○ Air Conditioning | ☐ |
| ○ Hazard Lights | ☐ |
| ✓ Seat Adjustment | ☒ |
| ***Trucks (Class MR, HR, HC)*** | |
| ✓ Auxilliary Brake | ☒ |
| ✓ Trailer Brake | ☐ |
| ○ Emergency Lights (Tow Truck only) | ☐ |

**D – Vehicle Operation**

| ☒ error | NCDE | SRDE | CDE |
|---|---|---|---|
| Ancillary Controls | ☐☐☐ | | ☐ |
| Clutch | ☐☐☐ | | ☐ |
| Clutch Coasting | ☐☐☐☐☐ | ☐ | ☐ |
| Stalling | ☐☐☐☐☐ | ☐ | ☐ |
| Accelerator | ☐☐☐ | | ☐ |
| Gears (Class C, LR) | ☐☐☐ | | ☐ |
| Gears (Class MR, HR, HC) | ☐☐☐☐☐ | ☐ | ☒ |
| Steering Control | ☐☐☐☐☐ | ☐ | ☐ |
| Steering Operation | ☐☐☐ | | ☐ |
| Braking | ☐☐☐ | | ☐ |
| Road Position | ☐☐☐☐☐ | ☐ | ☐ |
| Manoeuvre Positions | ☐☐ | | ☐ |
| Left Turn Position - | | | |
| *Before* | ☐☐☐ | | ☐ |
| *After* | ☐☐☐ | | ☐ |
| Right Turn position - | | | |
| *Before* | ☐☐☐ | | ☐ |
| *After* | ☐☐☐ | | ☐ |

**E – Hazard Recognition/Decision**

| ☒ error | NCDE | SRDE | CDE |
|---|---|---|---|
| Observation/Scanning | ☐☐☐ | | ☐ |
| Shoulder Checks | ☐☐☐☐☐ | ☐ | ☐ |
| Mirrors | ☐☐☐ | | |
| Signalling | ☐☐☐☐☐ | ☐ | ☐ |
| Traffic Hazard | ☐☐☐ | | |
| Judgement | ☐☐☐ | ☐ | ☐ |
| Safety Margins | ☐☐☐ | ☐ | ☐ |
| Progress | ☐☐☐ | | ☐ |
| Signs/Signals/Markings | ☐☐☐ | | ☐ |
| Speed | | | ☐ |
| ***Trucks*** | | | |
| Sequence - Uncouple/Recouple | ☐☐☐ | | ☐ |

**Note: This report relates only to this test** This is not a licence TRB Forms Area F5080 V01 Feb 2015

## Written Feedback – Example 7

### Bus – class HR

In this example, the DE explains why the bus test was terminated on the basis of a GCDE.

**Assessment Result** *please* ☒ Successful ☐ Unsuccessful ☒ Test Terminated ☐

Appraisal: Applicant disobeyed police direction to stop at accident scene (at 3:07pm)

| Non-Critical Driving Errors (NCDE) | SpecificRepeatedDrivingErrors(SRDE) | Critical Driving Errors (CDE) |
|---|---|---|
| 9 or more ☐ 6 or more ☐ (Tow Truck & Driver Authorisation) | 1 or more ☐ | 1 ☐ |

**General - Critical Driving Errors** Intervention by Examiner ☐ Collision ☐ Dangerous action ☐ Disobeys official direction ☒

**C – Pre-Drive Check**

| ✓ assessed ☒ error | NCDE |
|---|---|
| ***All Classes*** | |
| ○ Mirrors Adjustment | ☐ |
| ○ Headlight/Dip | ☐ |
| ✓ Wipers | ☐ |
| ✓ Washers | ☐ |
| ○ Demister | ☐ |
| ○ Air Conditioning | ☐ |
| ✓ Hazard Lights | ☐ |
| ✓ Seat Adjustment | ☐ |
| ***Trucks (Class MR, HR, HC)*** | |
| ○ Auxilliary Brake | ☐ |
| ○ Trailer Brake | ☐ |
| ○ Emergency Lights (Tow Truck only) | ☐ |

**D – Vehicle Operation**

| ☒ error | NCDE | SRDE | CDE |
|---|---|---|---|
| Ancillary Controls | ☐☐☐ | | ☐ |
| Clutch | ☐☐☐ | | ☐ |
| Clutch Coasting | ☐☐☐☐☐ | ☐ | ☐ |
| Stalling | ☐☐☐☐☐ | ☐ | ☐ |
| Accelerator | ☐☐☐ | | ☐ |
| Gears (Class C, LR) | ☐☐☐ | | ☐ |
| Gears (Class MR, HR, HC) | ☐☐☐☐☐ | ☐ | ☐ |
| Steering Control | ☐☐☐☐☐ | ☐ | ☐ |
| Steering Operation | ☐☐☐ | | ☐ |
| Braking | ☐☐☐ | | ☐ |
| Road Position | ☐☐☐☐☐ | ☐ | ☐ |
| Manoeuvre Positions | ☐☐ | | ☐ |
| Left Turn Position - | | | |
| *Before* | ☐☐☐ | | ☐ |
| *After* | ☐☐☐ | | ☐ |
| Right Turn position - | | | |
| *Before* | ☐☐☐ | | ☐ |
| *After* | ☐☐☐ | | ☐ |

**E – Hazard Recognition/Decision**

| ☒ error | NCDE | SRDE | CDE |
|---|---|---|---|
| Observation/Scanning | ☐☐☐ | | ☐ |
| Shoulder Checks | ☐☐☐☐☐ | ☐ | ☐ |
| Mirrors | ☐☐☐ | | |
| Signalling | ☐☐☐☐☐ | ☐ | ☐ |
| Traffic Hazard | ☐☐☐ | | |
| Judgement | ☐☐☐ | ☐ | ☐ |
| Safety Margins | ☐☐☐ | ☐ | ☐ |
| Progress | ☐☐☐ | | ☐ |
| Signs/Signals/Markings | ☐☐☐ | | ☐ |
| Speed | | | ☐ |
| ***Trucks*** | | | |
| Sequence - Uncouple/Recouple | ☐☐☐ | | ☐ |

**Note: This report relates only to this test** **This is not a licence** TRB Forms Area F5080 V01 Feb 2015

## Written Feedback – Example 8

### Motorcycle – class R

In this example, the DE provides informative and positive feedback on the applicant's riding performance.

The DE comments on errors made.

**Assessment Result** *please* ☒ Successful ☒ Unsuccessful ☐ Test Terminated ☐

Appraisal

Demonstrated good riding skills during test

NCDES - SIGNALLING: insufficient use of signals; and unable to locate kill switch

| Non-Critical Driving Errors (NCDE) | Specific Repeated Driving Errors (SRDE) | Critical Driving Errors (CDE) |
|---|---|---|
| 9 or more ☐ 6 or more ☐ (Driver Authorisation) | 1 or more ☐ | 1 ☐ |

**General - Critical Driving Errors** Intervention by Examiner ☐ Collision ☐ Dangerous action ☐ Disobeys official direction ☐

**C – Pre-Drive Check**

| ✓ assessed | ☒ error | NCDE |
|---|---|---|
| ✓ Mirrors Adjustment | | ☐ |
| ○ Headlight/Dip | | ☐ |
| ✓ Choke | | ☐ |
| ✓ Side Stand | | ☐ |
| ○ Fuel Reserve | | ☐ |
| ✓ Kill Switch | | ☒ |

**D – Vehicle Operation**

| ☒ error | NCDE | SRDE | CDE |
|---|---|---|---|
| Ancillary Controls | ☐☐☐ | | ☐ |
| Clutch | ☐☐☐ | | ☐ |
| Clutch Coasting | ☐☐☐☐☐ | ☐ | ☐ |
| Stalling | ☐☐☐☐☐ | ☐ | ☐ |
| Accelerator | ☐☐☐ | | ☐ |
| Gears | ☐☐☐ | | ☐ |
| Steering Control | ☐☐☐☐☐ | | |
| Braking | ☐☐☐ | | ☐ |
| Road Position | ☐☐☐☐☐ | ☐ | ☐ |
| Manoeuvre Positions | ☐☐ | | |
| Left Turn Position - | | | |
| *Before* | ☐☐☐ | | ☐ |
| *After* | ☐☐☐ | | ☐ |
| Right Turn position - | | | |
| *Before* | ☐☐☐ | | ☐ |
| *After* | ☐☐☐ | | ☐ |

**E – Hazard Recognition/Decision**

| ☒ error | NCDE | SRDE | CDE |
|---|---|---|---|
| Observation/Scanning | ☐☐☐ | | ☐ |
| Shoulder Checks | ☐☐☐☐☐ | ☐ | ☐ |
| Mirrors | ☐☐☐ | | |
| Signalling | ☒☒☐☐☐ | ☐ | ☐ |
| Traffic Hazard | ☐☐☐ | | |
| Judgement | ☐☐☐ | ☐ | ☐ |
| Safety Margins | ☐☐☐ | ☐ | ☐ |
| Progress | ☐☐☐ | | ☐ |
| Signs/Signals/Markings | ☐☐☐ | | ☐ |
| Speed | | | ☐ |
| Balance and Control | ☐☐☐☐☐ | ☐ | ☐ |
| Posture | ☐☐☐ | | ☐ |
| Helmet | | | ☐ |

**Note: This report relates only to this test** This is not a licence TRB Forms Area F5081 V01 Feb 2015

# 8. Conditions for test termination

## 8.1 Introduction

This section describes the conditions for test termination.

If a test is terminated, the applicant must be directed back to the testing centre by the shortest or safest possible route.

Information on how to mark the DAR/RAR is detailed after the conditions for test termination.

***Note***

For further information on some conditions for test termination (for example, coercion, alcohol and other drugs, illness and interference by a third party), refer to *Q-SAFE Policies and procedures manual.*

## 8.2 Applicant-related

**Test is terminated if:**

***Critical driving error***

Applicant accrues one CDE or a GCDE.

***Refusal***

Applicant refuses to attempt any part of the test without a valid reason (for example, applicant refuses to undertake or complete a manoeuvre because of lack of practice).

***Coercion***

A bribe is offered to the DE or any form of corrupt practice is suggested.

***Alcohol and other drugs***

There are reasonable grounds to suspect that the applicant is under the influence of alcohol or other drugs (that is, the applicant demonstrates observable signs that makes the DE believe that he/she is affected by alcohol or other drugs).

***Illness***

Applicant is ill to the point that it would not be appropriate to continue the test.

***Interference by third party***

Applicant receives instruction or advice from a third party after the test has officially commenced (that is, after the statements have been read from the DE message and any questions answered). Examples of third parties include driver trainers, official interpreters and relatives.

***Separation from DE (motorcycles only)***

Motorcycle licence applicant becomes separated from the DE during the course of the test for a period of time that prevents completion of the assessment.

## 8.3 Vehicle-related

**Test is terminated if:**

***Unsuitable vehicle***

- Failed vehicle check.
- Vehicle is unsuitable for the class of licence the applicant is applying for.
- It becomes apparent during the test that the vehicle is not functional for the purposes of testing. For example:
  - speedometer not working
  - excessive exhaust fumes
  - extreme noise from vehicle
  - hand brake not functional
  - selected gear will not remain engaged
  - inability to brake appropriately with short brake levers (motorcycles only).

***Breakdown***

Vehicle breaks down after the test has commenced.

## 8.4 Other conditions

**Test is terminated if:**

- Extremely adverse weather conditions occur (for example, flooding, severe thunderstorm or dense fog), making the test significantly more difficult than normal.
- Applicant is involved in an accident of any consequence (that is, damaged test vehicle) during the test.

## 8.5 How to mark the report form

- Test termination must be recorded by crossing the **Test Terminated** box in the Assessment Result section of the DAR/RAR. The reason for test termination must also be detailed in the Appraisal section.

***Note***

Depending on the condition that resulted in test termination, it may also be necessary to mark additional areas of the DAR/RAR. For example, if the test is terminated because of a CDE, this should be recorded and an unsuccessful test result noted.

- When a test is terminated, the assessment result is generally marked as unsuccessful. However, this is not appropriate in cases where the test was terminated because of conditions beyond the applicant's control. The following conditions for test termination are usually not associated with an unsuccessful assessment result:
  - illness
  - breakdown
  - adverse weather
  - accident

In these types of cases, only the **Test Terminated** box should be marked and the reason detailed.