

MOT Qualifications Assessment Strategy

Vocationally Related Qualifications (VRQ)

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1. Introduction, background and scope

This document sets out Driving Vehicle Standards Agency (DVSA) requirements for its approved Awarding Organisations to implement the robust assessment and quality assurance of MOT Vocationally Related Qualifications for MOT Testers of classes 1 and 2 vehicles and classes 4 and 7 vehicles and MOT Manager Qualifications.

Learners meeting the requirements of the qualification as well as additional DVSA requirements will be eligible to carry out Statutory Vehicle Inspections on behalf of the Secretary of State for Transport.

Once qualified, the MOT Tester learner will need to demonstrate competence by completing a DVSA observed and assessed demonstration test. DVSA will then authorise the individual to test and the tester will be deemed to have achieved a Certificate of Competence, although no physical certificate will be issued. (as long as all other eligibility criteria have been met)

A qualified MOT Manager is eligible to become an Authorised Examiner (AE)/Authorised Examiner Designated Manager (AEDM) without any further competence assessment by DVSA as long as they meet all other requirements including those relating to Convictions and repute as detailed in Appendix 7 of the MOT Testing Guide. Please note that a basic Disclosure and Barring (DBS) certificate is mandatory for each person proposed to be involved within the Authorisation which also includes all company directors, partners, or sole traders and the AEDM.

The MOT qualification and assessment strategy must satisfy current legislative requirements.

This updated overarching assessment strategy comes into force on 01/05/2021 and must be used for the assessment and verification of the Award in MOT Testing and Award in MOT Test Centre Management underpinned by the industry set and designed National Occupational Standards (NOS).

The current MOT Testing Guide, Inspection Manuals and Special Notices and associated documentation can be located on Gov.uk and are the central reference documents.

The requirement for MOT Testers to undertake CPD/annual training is mandatory (minimum of 16 hours over a rolling 5-year period with a minimum of 3 hours being completed each year and one year must be of at least 4 hours) and will be required to maintain records of their learning and updating along with evidence of successful completion of the annual assessment.

The annual assessment **must** be carried out solely by the tester. The CPD/annual training can continue to be carried out individually, in groups or more formally as a training event. MOT Testers must produce a log of this training and an example template for recording this can be found [here](#).

All MOT Tester annual assessment results will be fed into the MOT Testing Service via the Awarding Organisation's API. The MOT Tester must ensure that they record their Date of Birth (DoB) and user id correctly otherwise their results will not be recorded against their MTS account and this could result in suspension from testing.

Recording of all annual assessment attempts is mandatory to allow for further development of the annual assessment and monitoring of standards.

2. Aims of the assessment strategy

- 2.1 The purpose of the Assessment Strategy is for DVSA and its approved Awarding Organisations to work in partnership to:
 - put in a place a robust assessment system that will instil industry confidence in the MOT qualifications;
 - maximise the quality assurance arrangements for the units and qualifications and maintain standardisation across the assessment practice;
 - assure employers and learners that the units and qualifications are based on the National Occupational Standards (NOS) and
 - promote continuous professional development amongst trainers, assessors and verifiers.
- 2.2 The content of the strategy has been reviewed in close consultation with DVSA's approved Awarding Organisations. Any awarding organisation wishing to offer the qualifications must agree to offer the qualifications in coherence with the principles in this assessment strategy, and that the assessment strategy will be reviewed along with the qualifications content and National Occupational Standards to ensure that they continue to meet the needs of the DVSA and the sector.
- 2.3 DVSA approved Awarding Organisations will be entitled to use a discrete DVSA logo on the certificates that they award. This logo may not be used for any other purpose than to validate certificates issued by DVSA approved Awarding Organisations.
- 2.4 The DVSA corporate logo has legal protection because it incorporates the Royal Coat of Arms, the misuse of which can be a criminal offence. Guidance on the use of other DVSA logos can be sought by emailing; crowncopyright@dsa.gsi.gov.uk
- 2.5 Level 2 and Level 3 certificates **must** display the Awarding Organisation and Training Provider details.

3. Eligibility Requirements

3.1 MOT Testers

Those who wish to undertake the Level 2 Award in MOT Testing must:

- have a current and full UK driving licence for a vehicle class within the test group to be tested;
- be a skilled technician with at least 4 years' full-time employment, permitted by law, in the service and repair of the vehicle types to be tested;
- have no unspent convictions for criminal offences as described in Appendix 7 of the MOT Testing Guide;
- not be currently suspended or disqualified from MOT testing and
- be 'of good repute' (DVSA will decide this to make sure of suitability to be an MOT Tester)

To become a tester for class 3, 4, 5 or 7 vehicles, applicants must also have an appropriate qualification. For details relating to this please see; <https://www.gov.uk/become-an-mot-tester/qualifications>

It will be the responsibility of the training provider to verify the identity of the individual, the driving licence and qualification certificates (originals to be presented not copies).

Certificates and driving licences must be hard copy originals.

Electronic Certificates can be used - Name as appears on the certificate, authentication code and or access code details are required to be retained for authentication. A screen shot and print out must be retained

Conviction status and employment records are required to be recorded on the DVSA Tester Eligibility form.

Reasonable checks must be made on the details recorded on the DVSA Tester Eligibility form by the training provider and signed accordingly.

All evidence must be kept in line with the Awarding Organisation's requirements.

DVSA has the right to refuse the progression of the learner if it is subsequently found that the individual does not comply with the above. This may result in the withdrawal of approval of the training provider to offer the qualification.

Prior learning from previous training **must not** be assumed, and therefore all learning outcomes, assessment criteria and the entire content must be covered within the delivery of the training for this qualification.

3.2 MOT Managers

There are no eligibility requirements for those who wish to undertake the Level 3 Award in MOT Test Centre Management, however if they wish to take on the role as AEDM (or any of the following roles AEPs, AEDs, Site Managers, Site Admin and Testers) they must be free of conviction and be of good repute as described in Appendix 7 of the MOT Testing Guide. It will be the responsibility of the training provider to verify the identity of the individual, a driving licence or passport are acceptable forms of photographic identification.

Reasonable checks must be made on the details recorded on the DVSA Manager Training form by the training provider and signed accordingly.

The DVSA Manager Training form must be retained in line with the Awarding Organisation's requirements.

Prior learning from previous training must not be assumed, and therefore all learning outcomes, assessment criteria and the entire content must be covered within the delivery of the training for this qualification.

4. Assessment Requirements

A robust set of assessment requirements are required to ensure the validity, reliability and authenticity of the evidence produced and of the assessment decisions made. It will also ensure comparability in the offer across different awarding organisations to ensure that there is a consistent standard that best represents the sector.

4.1 MOT Tester Qualification

The Award in MOT Testing qualifications contains mandatory units only and are designed to provide generic units for all Testers, a generic Pre-Test unit and a unit covering the MOT test that is specific for either classes 4 & 7 or classes 1 & 2. For those undertaking the pathway for classes 4 & 7, additional training and recognition to cover classes 3 and 5 are available. A DVSA observed test (VT8) will be required for each of these additional classes. Annex A shows the optional routes for a MOT Tester.

The requirements for the classes 4 & 7 MOT Testing qualification include:

- Learning will be no less than 29 Guided Learning Hours (GLH), and a minimum of 8 hours must be practical training.
- Direct observation of an entire simulated, uninterrupted MOT Test (with use of an assistant) carried out in the training environment to the current standard required by DVSA. This must include the 'MOT computer testing service system' part of the demo test. This will include assessment of all units in the qualification.
- Knowledge elements must also be assessed through an externally set and externally marked examination in line with the assessment specification.
- As Testers will need to access DVSA material during their normal testing activities, scribes or readers will not be allowed during the qualification assessment.
- Additional oral questioning including assessment of component wear and ethics will also be carried out by the assessor as part of the practical observation.
- For the practical assessment, the following must apply:
 - The assessor can play the role of the Vehicle Presenter during assessment
 - The assessor to learner ratio must be 1:1
 - The assistant and vehicle presenter must not be a learner on the same qualification
 - Other learners must not be present when practical assessments are taking place.

The requirements for Motorcycle classes 1 and 2 MOT Testing qualification include:

- Learning will be no less than 16 Guided Learning Hours (GLH), and a minimum of 4 hours must be practical training.

- Direct observation of an entire simulated, uninterrupted MOT Test (with use of an assistant) carried out in the training environment to the current standard required by DVSA. This must include the 'MOT computer testing service system' part of the demo test. This will include assessment of all units in the qualification.
- Knowledge elements must also be assessed through an externally set and externally marked examination in line with the assessment specification.
- As Testers will need to access DVSA material during their normal testing activities, scribes or readers will not be allowed during the qualification assessment.
- Additional oral questioning including assessment of component wear and ethics will also be carried out by the assessor as part of the practical observation.
- For the practical assessment, the following must apply:
 - The assessor can play the role of the Vehicle Presenter during assessment
 - The assessor to learner ratio must be 1:1
 - The assistant and vehicle presenter must not be a learner on the same qualification
 - Other learners must not be present when practical assessments are taking place.

Awarding Organisations will ensure that quality assurance of the assessments is in place, both internally and externally in line with Ofqual's General Conditions of Recognition, systems and procedures.

DVSA will carry out a final check after the qualification has been awarded before authorising testers. Successful candidates will be entered onto the MOT Testing Service and will be deemed to have achieved a Certificate of Competence, although no physical certificate will be awarded.

4.2 MOT Test Centre Management Qualification

The Award in MOT Test Centre Management qualification structure comprises of mandatory units that will be undertaken by all types of Manager. There are no separate pathways. A table showing the unit structure of the qualification can be found in Annex B.

The requirements for the qualification include the below:

- Learning must be no less than 16 Guided Learning Hours.
- Knowledge elements must also be accessed through an externally set and externally marked examination in line with the assessment specification.
- As managers will need to access DVSA material during their normal testing activities, scribes or readers will not be allowed during the qualification assessment.

Awarding Organisations will ensure that quality assurance of the assessments is in place, both internally and externally in line with Ofqual's General Conditions of Recognition, systems and procedures.

4.3 Simulation for all qualifications

Due to the legislation that governs MOT testing, testing can only be carried out by those authorised to do so. Carrying out assessments in the workplace is permissible, however only simulated MOT Tests are allowed.

Where approved Centres are carrying out assessments in a simulated environment, they should make every attempt to ensure that the simulation is as close to the real-world scenario as possible.

Assessors must use the DVSA 'VT8' documentation or equivalent. This ensures that the assessment mirrors the final observation which DVSA will conduct, prior to authorising individuals to carry out MOT tests.

Actual vehicles, subject to test by virtue of age, must be used and suited to the category being assessed against. It is not recommended that defects are introduced onto vehicles because the defects will likely become general knowledge and there is a risk to road safety if the vehicle is used on the road. However, if defects exist, they must be identified. The simulation process should include an oral, open book assessment of theoretical defects.

The use of training rigs is not permitted for assessment. In addition, the equipment used should reflect real workplace resources available to testers.

Where Training Providers wish to offer the facility to complete the DVSA observed inspection (VT8) at the training venue, Awarding Organisations will complete a site visit to ensure that the facilities are suitable for the purpose. This request should then be made via the Awarding Organisation to DVSA using the request document that AOs hold to; MOT@dvsa.gov.uk.

Note: If the centre is already an active Vehicle Testing Station, the site will not need inspecting but the application process to DVSA must still be completed and a new Training Centre number will be issued, which the candidate must use when requesting a VT8.

Minimum training equipment requirements are listed in Annex C.

Please note any Training Provider who no longer wishes to deliver MOT Training or have demonstration tests carried out at their facilities should notify DVSA promptly at MOT@dvsa.gov.uk. If the training provider has had its MOT Training Centre Recognition removed please notify DVSA promptly at MOT@dvsa.gov.uk. The other Awarding Organisations should also be notified.

5. Requirements for Trainers, Assessors and Quality Assurers

5.1 Trainer requirements

Training Providers must have trainers with sufficient knowledge, skills and experience in the subject matter being delivered.

They must have completed MOT relevant training and gained the qualification which they are delivering.

Those that received DVSA delivered training, provided for Training Providers, are now required to complete the relevant Level 2 MOT Qualification by 1st of April 2022.

All MOT Trainers who deliver MOT Manager Training must hold the Level 3 qualification (this should be completed by October 2021) and details forwarded to DVSA using the form at appendix D.

All MOT Trainers (for both MOT Testing and MOT Manager Training) must complete MOT annual training as required by the Supervisory Body/Competent Authority (DVSA).

All new trainers must complete and pass the current year's annual assessment and CPD/annual training prior to gaining approval from an Awarding Organisation which will be evidenced by the Awarding Organisation confirming receipt of a recognised certificate. Failure to pass the annual assessment or provide evidence will result in the trainer not being approved.

Existing MOT trainers/assessors will be required to complete and pass the current year's annual assessment and every year thereafter. Failure to pass the annual assessment will result in the suspension of the trainer being able to deliver MOT level 2 and 3 courses until the current year's annual assessment has been passed. . This ideally should be completed within 3 months of the new annual training year

All MOT trainers/assessors must create a personal account within the MOT testing service. It is the trainers'/assessors' responsibility to ensure details have been recorded against their MTS account.

All MOT trainers and assessors, MOT testing service user id's to be retained by Awarding Organisation's and forwarded to DVSA MOT@dvsa.gov.uk using the proforma in Annex D. If trainers or assessor decide to move training venues or leave an amended proforma should be forwarded to DVSA MOT@dvsa.gov.uk .

In addition to the above, for unit 5 (MOTT05 or MOTT05MC) of the Award in MOT Testing qualifications:

Awarding Organisations must check that MOT trainers have proven competence in the delivery of motor vehicle skills **and**

- have evidence that they are either current or lapsed MOT Testers **or**
- have gained the Award in MOT Testing and have successfully passed a DVSA VT8 assessment. New trainers will have a successful DVSA VT8 recorded against their MTS account by a DVSA Vehicle examiner.

Alternatively, trainers will be acceptable if they have previously delivered MOT Tester courses on behalf of DVSA.

5.2 Assessor Requirements

Assessors will be responsible for, and accountable for; the validity, reliability and authenticity of evidence.

The primary responsibility of the assessor is to ensure that learners satisfy the requirements of the qualification. Assessors therefore need to have a thorough understanding of assessment and quality assurance processes, as well as having an in-depth technical competence relating to the qualifications for which they are assessing learners.

It will be the responsibility of the Approved Centre to select and appoint assessors.

It will be the responsibility of the Awarding Organisation to approve the selected assessors in line with their policies.

There are no specific requirements for assessors of the MOT Managers qualification as the only form of assessment is an externally set and externally marked assessment.

For unit 5 (MOTT05 or MOTT05MC) of the Award in MOT Testing qualifications:

- Assessors must have attended relevant MOT training recognised by the Awarding Organisation and gained the qualification which they are assessing.

All Assessors for MOT Tester Training **must** complete MOT annual training as required by the Supervisory Body/Competent Authority (DVSA) and are required to successfully complete the MOT annual assessment. All new assessors must complete and pass the current year's annual assessment and CPD/annual training prior to gaining approval from an Awarding Organisation and this will be evidenced by the Awarding Organisation confirming receipt of a recognised certificate. Failure to pass the annual assessment or provide evidence will result in the assessor not being approved.

Existing assessors will be required to complete and pass the current year's annual assessment and CPD/annual training and every year thereafter. Failure to pass the annual assessment will result in the suspension of the assessor until the current year's annual assessment has been passed. This ideally should be completed within 3 months of the new annual training year.

All assessors must create a personal account within the MOT testing service. It is the assessors' responsibility to ensure details have been recorded against their MTS account.

All trainers and assessors MOT testing service user id's to be retained by Awarding Organisation's and forwarded to DVSA MOT@dvsa.gov.uk using the proforma in Annex D. If trainers or assessor decide to move training venues or leave an amended proforma should be forwarded to DVSA MOT@dvsa.gov.uk .

Additionally, Awarding Organisations must check that assessors:

- have attended training recognised by the Awarding Organisation and gained the qualification which they are assessing;
- demonstrate knowledge and understanding of the competencies that the learner is required to demonstrate for the qualification that they are undertaking;
- provide evidence of completing the required number of hours of MOT annual training each year.

5.3 Internal Quality Assurers (IQA) Requirements

Internal quality assurance of VRQs shall be the responsibility of Awarding Organisation approved industry competent IQAs.

The primary responsibility of the IQA is to assure the quality and consistency of assessments by the assessors for whom they are responsible. IQAs therefore need to have a thorough understanding of quality assurance and assessment practices, as well as technical competence related to the qualifications that they are internally quality assuring.

IQAs will be responsible for, and accountable for consistency, quality and reliability of evidence and assessors.

It will be the responsibility of the approved centre to select and appoint IQAs.

To be an approved IQA, the person must:-

- have in-depth knowledge of the MOT qualification requirements;
- be occupationally aware of the MOT sector;

- be approved by the Awarding Organisation to carry out internal quality assurance for relevant qualifications;
- demonstrate knowledge and understanding of the quality assurance processes required by the centre and the Awarding Organisation.

Approval of IQAs can be **removed**. IQAs **cannot** verify the qualifications if they are not approved by or have had their approval removed by the Awarding Organisation.

6. External Quality Control of Assessment

6.1 External Quality Assessor (EQA) Requirements

Awarding Organisations will be responsible for the selection and appointment of EQAs. To be an approved EQA or moderator the person must:

- hold or be working towards an appropriate qualification as specified by the Awarding Organisation, confirming their competence to externally verify VRQ assessments. This will include, but not be limited to:
 - Level 4 Award in Externally Assuring the Quality of Assessment Processes and Practice
 - Level 4 Certificate in Leading the External Quality Assurance of Assessment Processes and Practice
 - SVQ Unit L&D12 Externally monitor and maintain the quality of workplace assessment (SCQF Level 9)
 - PDA in External verification of workplace assessment at SCQF Level 9
- EQA's working towards a relevant qualification must achieve their qualification within 12 months. Ordinarily, there is a requirement that EQAs working towards the assessor qualification must have their assessment decisions confirmed by a qualified EQA;
- have experience of working within the Automotive Industry gained through current or prior employment in order to have an up-to-date technical awareness relevant to the qualification they are seeking to externally verify;
- have a sound and in-depth knowledge of the qualification requirements.
- demonstrate their commitment to maintaining their industry knowledge by providing evidence of CPD totalling not less than 30 hours from within their professional area within a 12-month period.

7. External Quality Control

7.1 It is expected that the awarding of qualifications will be underpinned by quality assurance appropriate to the delivery. At a minimum this should reflect the principles outlined below.

- External quality control of assessment is the responsibility of the Awarding Organisations. They must ensure that common approaches are employed and that consistent, high standards are achieved. If repeated shortcomings are identified by the Awarding Organisation, then an appropriate sanction should be applied including suspension of the

delivery of training by this provider. In that instance the other AO's should be made aware of the action to prevent the training provider switching AO's.

- EQA's will be required to implement rigorous risk management strategies consistently across all centres for which they are responsible, and in line with Ofqual approved systems and processes.
- Awarding Organisations must adopt a risk rating and risk management system for centres offering VRQ's.

Such systems will identify:

- Assessment/Quality assurance risk – are factors apparent in the relationship between learner, assessors and quality assurers that might prejudice a fair and consistent assessment process.

Where risks or potential risks are identified, DVSA expects that the Awarding Organisation, via the EQA, takes appropriate action to ensure that the credibility of the assessment process is not prejudiced.

Awarding Organisations will be responsible for and accountable for the quality of the qualifications delivered and assessed by their approved assessment centres.

8. Review Process (Qualifications & Process)

All DVSA approved awarding organisations will attend regular meetings to discuss the performance of the qualifications and assessments with the DVSA, to be held twice per year. Awarding Organisations will share with the DVSA information that relates to the performance of the qualification including registrations, certification and pass/fail rates (this sensitive information will not be shared without first being anonymised).

It is imperative that the National Occupational Standards (NOS) and the qualifications remain quality products, consistent across awarding organisations and up to date with the changing industry requirements.

9. Complaint's procedure service level of agreement

When a complaint is raised by DVSA a response of receipt of the complaint would be expected to be received within 5 working days. An investigation will be carried out and a report/summary made to DVSA within a 20-day period. If the initial investigation identifies further concerns and further investigation is required, we expect that further updates are forwarded to DVSA on a 2-weekly period. Failure to provide information in a timely manner would mean that DVSA may not carry out VT8 assessments or recognise the Level 3 Award in Test Centre Management from learners from this provider.

10. Candidate fails a DVSA demo test.

If a candidate fails the demonstration test they cannot reapply for a demonstration test for at least 10 working days to allow them time for further training and practice. If they fail for a second time, they cannot apply for a further assessment for 6 months. At this stage they are required to

successfully complete the current year's annual training and pass the annual assessment prior to phoning the contact centre to arrange their demo test.

Any further failures would repeat the 6-month cycle. Should this cycle exceed 5 years they will need to re-attend initial training.

Should a candidate have any issues or concerns with the training they have received, the candidate must be directed to contact their training provider directly.

If candidate has been unsuccessful on their second attempt at the demonstration test, the Vehicle Examiner should note the Training Provider and Awarding Organisation details recorded from the Level 2 certificate, on the event notes and the candidate's user ID and dates of the failed demo tests should be forwarded to MOT Policy.

When MOT Policy is in receipt of 3 notifications of candidates failing the demo test for a second time from a particular Training Provider within a month period MOT Policy (MOT@dvsa.gov.uk) will contact the appropriate Awarding Organisation. The initial action from the Awarding Organisation will be to contact the Training Provider, detailing the concerns and warning of the further actions of repeated demo test failures.

If after a 3-month period 3 further demo test failures (second attempts) have been identified from a particular training provider the Vehicle Examiner would send details to MOT Policy (MOT@dvsa.gov.uk) who will contact the Awarding Organisation.

The Awarding Organisation will prevent any further candidates registering for training with this provider and will inform the other Awarding Organisations that an investigation is ongoing, preventing the Training Provider switching Awarding Organisations at this time.

DVSA will decline any requests for demo tests from candidates from that Training Provider or accept any Level 3 Award in MOT Test Centre Management certificates until the Awarding Organisation has carried out an investigation and reached a satisfactory outcome.

Candidates who have been declined requests during this period should practice/consider additional training or mentoring as appropriate.

ANNEX A

Award in MOT Testing

Each qualification consists of 5 mandatory units. The 4 units below must be completed by all MOT Testers. In addition, learners must also complete the MOTT05 unit relevant to the class of vehicle they will be testing (either MOTT05 or MOTT05MC)

Unit Ref	Unit Title
MOTT01	Safe working practices in the vehicle test centre
MOTT02	Working relationships within the vehicle test centre
MOTT03	Manage own professional development as an MOT Tester
MOTT04	Carry out pre-test checks for a statutory periodic roadworthiness test

Learners undertaking the Award in MOT Testing (classes 4 and 7) must also achieve the unit below:

Unit Ref	Unit Title
MOTT05	Carry out a statutory periodic roadworthiness test

Learners undertaking the Award in MOT Testing (classes 1 and 2) must also achieve the unit below:

Unit Ref	Unit Title
MOTT05MC	Carry out a statutory periodic roadworthiness test (Motorcycle)

For MOT Testers that have completed the qualification for Classes 4 and 7, additional training and recognition to cover classes 3 and 5 are available. A DVSA observed test (VT8) will be required for each of these additional classes.

Annex B

Award in MOT Test Centre Management Qualification

All the units below are mandatory and undertaken by all types of MOT Manager

Unit Ref	Unit Title and ID Number
MOTM01	Understand how to manage the legislative and compliance requirements of a Vehicle Test Centre
MOTM02	Know how to deal with customer service problems within a test centre
MOTM03	Understand how to develop and supervise staff within a test centre
MOTM04	Understand Test centre quality systems and quality audits

Annex C

Minimum equipment list for delivery of Light Vehicle/Motor Cycle MOT training

- Vehicle Ramp with Turning Plates & Jacking Beam **or:-**
 - Vehicle Pit with Turning Plates & Jacking Beam
- Roller Brake Tester
- Headlamp Aim Tester
- Gas Analyser
- Diesel Smoke Meter
- Corrosion Assessment Tool (CAT)
- Tyre Tread Depth Gauge
- Decelerometer
- Low voltage hand lamp

- Steel tape (Minimum 1 metre)
- 13 Pin trailer socket tester
- Gas leak detector (Optional – only required for gas vehicles)
- Suitable wheel chocks

Motorcycle

- Brake Tester with Weighing Facility or:-
 - Brake Tester incorporating Weighing Facility
- Headlamp Aim Tester
- Corrosion Assessment Tool (CAT)
- Tyre Tread Depth Gauge
- Decelerometer
- Selection of levers
- Low voltage hand lamp
- Steel tape (Minimum 1 metre)
- Wheel alignment cords or bars

Equipment should be as currently authorised for MOT use but need not be calibrated or connected equipment at present.

Annex D

Name of Trainer/Assessor	MOT User ID	Training site	Training Group		
			A	B	Manager