



## DRIVING ASSESSMENT REPORT

MLP-HS-027

To be completed & carried out by line manager

Driver name				Endorsements	
Licence number				Eyesight spot-check completed?	
Categories					
Date		Start time		Finish time	
Vehicle reg		Vehicle type / size		Loaded / unloaded	
Reason for assessment					

### PRE - DRIVING CHECKS

Did the driver carry out a full and concise vehicle check prior to moving the vehicle?	Yes	No	Comments
Was / is the vehicle roadworthy?			Comments

### ON THE ROAD ASSESSMENT 1 = poor / 5 = Excellent

Road procedure	Score	Keep visible & communicate	Score
Manage speed / Eco	1 to 5	Effective positioning	1 to 5
Manage space - stationary	1 to 5	Signals / horn	1 to 5
Manage space - sides	1 to 5	Brake lights	1 to 5
Manage space - behind	1 to 5	Lights (If applicable)	1 to 5
Manage space - escape routes	1 to 5	Eye contact	1 to 5
Identify risks	Score	Reversing / Manoeuvring	Score
Managing distractions	1 to 5	Theory	1 to 5
Information - well ahead	1 to 5	R/H Reverse	1 to 5
Information - near to vehicle	1 to 5	L/H Reverse	1 to 5
Information - to the sides	1 to 5	Manage space	1 to 5
Information - in blind areas	1 to 5		Score
Information - in mirrors	1 to 5	Parallel parking left / right (If app)	1 to 5
Use of information / signs	1 to 5	Banksman (if applicable)	1 to 5
Attitude	Score	Highway code	
Other road users / pedestrians	1 to 5	Understanding & implementation	1 to 5

### DRIVER ISSUES

Eyesight			Vehicle control skills	
Hearing			Managing distractions	
Nervousness			Awareness	
Fatigue			Responsibility / Vehicle check	
Drink / drugs / smoking			Procedural	
Language difficulties			Licence	
Overall score	Target	Score	% score	
	125	0	0%	

Driver signature		Trainer print and sign	

Percentage calculation- divide the score by the target then multiply by one hundred.

Author	Issue Date	Version	Reason for Change
Nick Pack	03/01/2018	1	Initial Issue
Rob Tyson	04/01/2019	2	
Rob Tyson	12/11/2019	3	