

## **Vocational Qualifications (QCF, NVQ, NQF)**

### **CPC (Certificate of Professional Competence)**

Level 3 CPC (Certificate of Professional Competence) for Transport Managers (Passenger Transport) - **05670**

Unit P2: Certificate of Professional Competence Passenger Transport - **05678**

## **OCR Report to Centres September 2015**

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This report on the examination provides information on the performance of candidates which it is hoped will be useful to teachers in their preparation of candidates for future examinations. It is intended to be constructive and informative and to promote better understanding of the specification content, of the operation of the scheme of assessment and of the application of assessment criteria.

Reports should be read in conjunction with the published question papers and mark schemes for the examination.

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# **Level 3 CPC (Certificate of Professional Competence) for Transport Managers (Passenger Transport) - 05670**

## **General Comments**

I will repeat again a number of comments made in previous principal examiner reports. The importance of the command verb used in each question cannot be understated. Likewise, the instructions given in the notes at the end of each question must be followed.

The command verb used, as explained in the student and tutor guide, gives the candidate an instruction about the degree of detail required in the answer, whether it be 'Give' the document used, where a simple document name is sufficient, or alternatively 'Describe' the document used where a more detailed answer is required.

Many candidates again lost marks because they did not follow instructions given in the notes to questions. Many of these notes are common to every examination, but candidates still fail to comply with them. For example, in question 2, the driver schedule, one of the notes stated 'When scheduling driving, you **MUST** include the destination'. Many candidates ignored this instruction, thereby foregoing three or more of the available twelve marks. Another note to this question stated that tachograph symbols are not acceptable. A number of candidates ignored this instruction and thereby gained no marks at all for the question

Questions often ask candidates to outline a number of actions which must be carried out in a given scenario. When 'actions' are asked for, the answer must necessarily contain verbs, to describe the 'actions'. Where candidates have simply listed a number of documents without stating the actions which must be performed with the documents, no marks have been awarded.

The comments and advice given for individual questions below, explains a number of the above errors in greater detail.

The nominal pass mark for this examination is 30 but after every examination, a group of senior examiners and industry sector representatives reviews each paper and sets the actual pass mark in order to reflect the paper's level of difficulty. In this case, the **PASS MARK** was set at 30

The **PASS RATE** for this examination was 43%

The pass mark for the multiple choice paper (P1) in this session was 42 and the pass rate was 67%

The comments below are intended to help centres and candidates in future examination preparation and while examples of answers which would attract full marks are given, there are, for some questions, other ways of answering which would also gain full marks.

**Question 1**

**Detail SEVEN actions which you will have to carry out in relation to operator licensing, before GPTS would be permitted to operate the proposed coach hire work for RCR.**

This question illustrates the importance of answering exactly that which is being asked. Failure to give actions in the answers meant that almost 20% of candidates gained no marks at all for this question. The remaining 80% of candidates answered well, many gaining the full seven marks.

**Question 2**

**Prepare a driver schedule for the outward journey for one coach to Hockenheim showing the latest time and date at which it is possible to leave Coventry, yet still arrive at the racing circuit by 1000 hours local time on practice day.**

**Notes:**

Tachograph symbols are NOT acceptable.

Local times MUST be stated throughout.

When scheduling driving, stage destinations MUST be stated.

This question required candidates to work a schedule from an arrival at destination reference time, calculating back to determine the latest possible departure time from the pick up point.

35% of candidates gained at least half of the available marks, although a significant number gained no marks at all, having used tachograph symbols in the driver 1 and 2 mode columns.

Shown below, is an example of an answer which would have attracted full marks.

Time Start	Time End	Activity	Mode Driver 1	Mode Driver 2
1915	1945	Checks and Paperwork	W or O/W	
1945	2000	Drive to RCR	Drive	Break
2000	2030	Load Passengers	W or O/WW or O/W	
2030	2400	Drive to Cheriton	Drive	POA
0000	0030	Check-in	W or O/WBreak	
0030	0045	Embark	Drive	Break
0045	0125	Le Shuttle	Break	Break
0125	0225	Time Change		
0225	0240	Disembark	Drive	Break
0240	0255	Drive to Hockenheim	Drive	Break
0255	0725	Drive to Hockenheim	Break	Drive
0725	0952	Drive to Hockenheim	Drive	Break

There were other ways of completing the schedule legally, with alternative ways of allocating driving time between the two drivers. All legal options gained marks, as long as the coach arrived at Hockenheim before 1000hrs AND left Coventry at the latest possible time. Marking of a driver schedule in a candidate script, will always stop at the point where the schedule becomes illegal, where passengers are not picked up or where a non-valid ferry/shuttle time is used.

### Question 3

RCR will need to publish a brochure advertising the proposed tours to their staff and supporters. One of the required items of information in a brochure is the price to be charged for each tour.

Calculate the price to be charged per passenger for a seat on the 30 seat executive coach for the Spa-Francorchamps (Belgium) tour. The coach for this tour will be single manned.

**Notes:**

You MUST show all your workings, to the nearest penny.

You MUST name each cost and show an amount for each cost to the nearest penny.

This was a typical, standard costing question with all the normal elements including depreciation having to be calculated. Common errors were (i) failure to deduct the cost of the tyres from the new coach cost, before working out the depreciation, (ii) using an incorrect total mileage figure to work out running costs and (iii) including road toll costs for one way only.

Shown below is an example of an answer which would have attracted full marks.

#### Depreciation

$$£285,001 - £2600 = £282,401$$

$$£282,401 - £170,000 = £112,401$$

$$£112,401 \div 3 \text{ (years)} = £37,467$$

$$£37,467 \div 180 \text{ (days)} = \text{(Depreciation per day)} \quad £208.15$$

$$208.15 \times 5 \text{ (days)} = £1040.75$$

Other Standing (5 days)	£850.00
Subsistence (5 days)	£150.00
Wages (5 days)	£700.00
Total standing including depreciation (5 days)	£2740.75

#### Running Costs

Tour Mileage = 1310

Tyres	2600 ÷ 52,000 = £0.05 per km 1310km x £0.05 = £65.50
Fuel	1310km ÷ 4kpl = 327.5l 327.5l @ £1.18 = £386.45
Maintenance	1310km @ £0.20 = £262.00
Tolls	€70 @ 0.80 = £56.00 £56.00 x 2 = £112.00
Sub Total	£3566.70
Mark-up @ 20%	£713.34
Total with mark-up	£4280.04
Total per person (25)	£171.20

#### Question 4

**The addition of a coach hire operation will mean that GPTS workshops will have more vehicles to maintain. Their lorries are currently inspected every five weeks.**

**GPTS lorry drivers currently use the daily defect report sheet shown in Fig 4.**

- a) Give EIGHT additional items which need to be added to this daily defect report sheet to make it compliant with DVSA guidelines for a coach driver's vehicle defect report.**
- b) Use the information in the Case Study, including the graph in Fig.3, to determine the appropriate safety inspection intervals for GPTS's proposed new coaches**

Part a) of this question was very well answered, with most candidates giving eight relevant items to be added to the daily defect report sheet.

Part b), however, was not well answered, with the majority of candidates not specifying different intervals for the two types of coach, although they average very different annual mileages. Less than 5% of candidates gained the two marks for part b).

#### Question 5

**The directors of GPTS have detailed knowledge of the insurance requirements for their road haulage operation, but know nothing of the requirements for a coach operation.**

**You have been asked to research insurance requirements for the coach and coach tour operations and advise the directors accordingly.**

- a) Give TWO types of insurance, which GPTS MUST have in place for a coach operation.**
- b) Give FOUR types of insurance, which you would advise SHOULD be in place for a coach operation.**
- c) Give SIX liabilities which should be covered in any holiday insurance which is offered to tour passengers.**

Unsurprisingly, parts a) and b) of the question were generally answered well, as these answers can be found fairly easily in most sets of training notes, although a few candidates seem unaware of the two mandatory insurances, but list Public Liability Insurance as a 'must have'.

Part c) however was less well answered, as this is not so well covered in training notes. Candidates were required to think for themselves and use wider knowledge to give those liabilities which should be covered in a holiday insurance policy. A lot of candidates listed the liabilities which have to be covered by the tour operator under the requirements of package travel regulations.

### Question 6

The directors currently use the straight line depreciation method when preparing accounts for the road haulage operation.

In view of the high capital cost of the proposed coaches, the directors wish to compare depreciation figures calculated using the straight line method with those calculated using the reducing balance method.

For the 50 seat standard coach only, use the reducing balance method (at 20% per annum) to calculate the annual depreciation and end of year valuation for each year in years one and two.

**Notes:**

Show ALL your workings and answers to the nearest penny.

In this question, 45% of candidates gained full marks and 45% gained no marks. The majority of those who gained no marks made the mistake of deducting the likely residual value of the coach from the new cost, before applying the 20% annual depreciation amount, or not deducting the cost of tyres from the new cost before applying the 20% annual figure. An answer is shown below which would have gained the full four marks.

Reducing Balance 50 seater

Cost	£190,000.00
Less Tyres (£1950)	£188,050.00
Depreciation @ 20% each year for 5 years	
<b>Year 1 - Depreciation</b>	<b>£37,610.00</b>
Year 1 – End of Year value	<b>£150,440.00</b>
<b>Year 2 - Depreciation</b>	<b>£30,088.00</b>
Year 2 – End of Year value	<b>£120,352.00</b>

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