

## **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 December 2015**

OCR (Oxford Cambridge and RSA) is a leading UK awarding body, providing a wide range of qualifications to meet the needs of candidates of all ages and abilities. OCR qualifications include AS/A Levels, Diplomas, GCSEs, Cambridge Nationals, Cambridge Technicals, Functional Skills, Key Skills, Entry Level qualifications, NVQs and vocational qualifications in areas such as IT, business, languages, teaching/training, administration and secretarial skills.

It is also responsible for developing new specifications to meet national requirements and the needs of students and teachers. OCR is a not-for-profit organisation; any surplus made is invested back into the establishment to help towards the development of qualifications and support, which keep pace with the changing needs of today's society.

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.

OCR will not enter into any discussion or correspondence in connection with this report.

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

## **General Comments**

The case study examination is a test of a candidate's ability to apply their knowledge within a given scenario, unlike the multiple choice paper which simply tests a candidate's knowledge. The case study paper is an 'open book' examination, allowing candidates the opportunity to research information and facts from written materials which they have taken into the examination with them. The Syllabus, Student and Tutor Guide, which has been referred to in previous reports, lists the written materials which are likely to be of most use to candidates in this examination. The guide is available for download from the OCR website. It will be found in the Certificates of Professional Competence section, under the heading 'Key Documents'.

Candidates must be aware however, that answers given, must relate to the scenario in the examination and should not be simply copied from notes. Answers to questions 3 and 4 in this paper showed evidence of candidates having simply copied from notes, without thinking about the scenario and relating their answers accordingly.

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.

The instructions given in the notes to each question are also important and must be followed, if full marks are to be achieved. For example, if the instruction states that answers must be given to two decimal places, then answers which are only given to one decimal place will not be given a mark.

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 29

The PASS RATE for this examination was 56.6%.

The PASS MARK for the paper based multiple choice paper (P1) in this session was 42 and the PASS RATE was 50.3%.

The following Comments are designed to help centres and candidates in future examination preparation, and while examples of answers which would attract correct marks are given, there are, for some questions, other ways of answering which would also be awarded full marks.

## **Question 1**

**The hockey club has asked you to quote for the provision of coach travel to their away matches in the UK and France.**

**Prepare a quote for the round trip journey to Valence and return, using the new 49-seat coach, double-manned.**

**NOTES:**

You MUST show all workings.  
 You MUST name each cost showing a total for each.  
 Show your workings and answers to the nearest penny.

This question illustrates the importance of answering exactly what is being asked and of following the instructions given in the notes. Many candidates still do not name the costs but simply present a page of numbers, giving no indication of the individual elements, or how they were calculated.

Questions of this type are awarded marks for each stage of the calculation, and thereby, if a candidate has arrived at an incorrect final figure, it is still possible that they may achieve a number of marks for each correct stage of the calculation. These marks can only be awarded however, if the workings are shown and the costs are itemised.

A common error in this question was miscalculation of the tour mileage. Some candidates forgot the local mileage while in Valence, while others doubled this figure, having added it to the one way distance. An incorrect mileage figure resulted in incorrect running cost figures and hence incorrect totals, thereby losing a candidate eight of the available 15 marks.

There are a number of ways in which this calculation could be done, but an example of an answer which would have attracted full marks is given below.

Purchase Price	£250,000 x 20%	= £50,000 p.a. depreciation.
£50,000 ÷ 250 days	= £200 per day x 3 days	= £600 per trip depreciation
Other Standing Costs	£70.00 per day x 3	= £210.00
Wages	£120 x 3 days x 2 drivers	= £720
Overnight allowance	£25 x 2 nights x 2 drivers	= £100

Tour Mileage = 20+654+860+20+860+654+20 = 3088km

Fuel = 3088km ÷ 2.5 kpl	= 1235.2 litres
1235.2 litres at £1.20	= £1482.24 Fuel cost
Tyres 3088km @ £0.05	= £154.40 Tyre cost
Maintenance 3088km @ £0.40	= £1235.20 maintenance cost

OVERALL OPERATING COST = £4,501.84

+ Le Shuttle	= £590.00
+ tolls €200 x 0.80	= £160.00

Sub total = £5251.84

+ 15% Markup = £787.77 (or £787.78)

FINAL QUOTATION = £6039.61 (or £6039.62)

**Question 2**

The driver allocated to the Gretna/Coventry rescue has asked how he should record his time since starting work at 07.00hrs and you need to determine when he will finish work today.

- a) State how the driver will record the three hours other work in the workshop.
- b) Produce a driver’s schedule for the Gretna/Coventry run starting at 10.00hrs and ending when the driver arrives back at the Carlisle depot.

**Note**

Tachograph symbols are NOT acceptable as the driver’s activity.

This question required candidates to work out a schedule from a known start time, thereby making it easier in some ways than when required to work backwards from a given arrival time requirement. The more able candidates recognised that the driver had commenced his duty three hours earlier however, at 0700hrs and therefore required a working time break after only three further hours of work. Many candidates did not recognise this and produced a schedule which became illegal at 1300hrs when the working time break was required.

Most candidates correctly calculated the driving times from the given distances and speeds and were therefore able to gain some marks.

Given below is an example of a schedule which would have attracted full marks.

<b>Time</b>	<b>Location</b>	<b>Activity</b>	<b>Tachograph mode</b>
<b>10.00 – 10.15</b>	Carlisle	<b>Briefing</b>	<b>Other Work</b>
<b>10.15 – 10.30</b>	Carlisle	<b>Vehicle Checks</b>	<b>Other Work</b>
<b>10.30 – 10.45</b>	Carlisle to Gretna	<b>Driving</b>	<b>Driving</b>
<b>10.45 – 11.15</b>	Gretna	<b>Load Passengers</b>	<b>Other Work</b>
<b>11.15 – 13.00</b>	Gretna to Coventry	<b>Driving</b>	<b>Driving</b>
<b>13.00 – 13.15</b>	Services	<b>WTR Break</b>	<b>Break or rest</b>
<b>13.15 – 15.30</b>	Continue to Coventry	<b>Driving</b>	<b>Driving</b>
<b>15.30 – 16.00</b>	Coventry	<b>Transfer Passengers</b>	<b>Other work</b>
<b>16.00 – 16.15</b>	Begin drive back to Carlisle	<b>Driving</b>	<b>Driving</b>
<b>16.15 – 16.45</b>	Services	<b>Break</b>	<b>Break or rest</b>
<b>16.45 – 20.15</b>	Complete drive back to depot	<b>Driving</b>	<b>Driving</b>

When marking a schedule in this examination, marking will stop at the point where a schedule becomes illegal, or if passengers are not picked up.

### Question 3

**The OCR directors are aware that there will be implications in respect of OCR's operator licence, should the company be successful in gaining the Anglo French League work from the hockey club**

- a) **Outline TWO actions which must be taken in respect of OCR's operator licence before starting the Anglo French League work.**
- b) **Give the form numbers to be used for these actions.**
- c) **Other than the particulars of the licence holder, outline TWO areas of information for which details must be provided on one of these forms.**
- d) **Identify THREE documents which will be issued to OCR by the Traffic Commissioner following a successful application.**

This question typified the situation where candidates copied text from notes, without thinking about the situation described in the scenario.

In this case, the company already held an operator licence and could not therefore apply for another, as many candidates stated. The actions required to be taken were to apply for a change (or variation) to the existing licence, upgrading it from a Standard National to a Standard International Licence and at the same time, applying for an increase in the vehicle authorisation, in anticipation of the purchase of the new vehicle.

Once again, I would mention the importance of taking note of the requirements of the question. Part a) of this question asked for two ACTIONS which must be taken. Any question asking for an action, requires a verb in the answer, in order to describe that action.

Part b) asked for the form numbers to be used. Two marks were given to those candidates who correctly stated PSV 431 and PSV 431A. Those candidates who only stated PSV 431 were also awarded two marks, as both actions can be covered with this one form.

It is also important to be specific in an answer when asked about documents. Part c) of this question asked candidates to identify the documents which would be issued following a successful application. Simply stating 'a new licence' or 'new discs' is not giving sufficient detail. In order to identify the documents, it should state 'new international operator licence' and 'new international discs' or 'new green discs'.

### Question 4

**New tenders are shortly to be invited for the supply of transport to and from the day-care centres. The tendering authority have indicated that they intend to change their policy from issuing supply side tenders to issuing net subsidy tenders.**

- a) Complete the table below to show the differences between the two forms of tender.

	<b>COST/SUPPLY SIDE TENDER</b>	<b>NET SUBSIDY TENDER</b>
<b>OCR will receive</b>		
<b>The Authority will receive</b>		
<b>Fares are set by</b>		
<b>Risk is taken by</b>		

- b) Give **THREE** pieces of information that must be made available by the tendering authority on completion of the tender process.

This question was generally well answered, with the table, as printed, being available in many sets of training notes. Nevertheless, few candidates gained full marks for the question, since most did not correctly state that the operator sets the fares under a net subsidy tender.

### Question 5

**You are concerned that the scheduled Periodic Training may not meet the requirements for all of your current drivers. If any drivers require additional training days they will be booked onto external courses.**

**Using the information provided in the Case Study, state how many external training days will be required for OCR's current drivers. For each driver, or group of drivers, state the date by which this training must be completed.**

Few candidates gained full marks on this question, although most were able to identify the required number of days and the deadline dates for the three identified drivers. The case study detailed the periodic training which had been done by the drivers, together with the dates on which they had gained their entitlements. The requirement therefore, was to determine from this information, how many more days would be required and whether or not this could be accommodated by the proposed training schedule.

The completed table should be as below –

<b>DRIVERS</b>	<b>NUMBER OF EXTERNAL TRAINING DAYS</b>	<b>DATE OF COMPLETION</b>
Fred Jones	<b>4 days</b>	<b>by October 2016</b>
Ali Johnson	<b>5 days</b>	<b>by February 2016</b>
Fraser Urquhart	<b>5 days</b>	<b>by March 2016</b>
Remaining 22 drivers	<b>1 day</b>	<b>before 2019</b>



**Question 6**

**OCR operates four local services. Route A3 suffers from low passenger numbers.**

**You want to improve vehicle utilisation across all four routes and you are considering halving the frequency on route A3 and taking advantage of interworking all or some of the services.**

**Calculate to two decimal places the number of vehicles currently required to operate each route and give the total whole number of vehicles required.**

**Note:**

Show all of your workings.

Although generally well answered, this question again highlighted the need to answer the question exactly as asked. Many candidates did not follow the instruction to calculate to two decimal places. Similarly, many candidates did not show all of their workings.

A fully and correctly completed table is shown below –

<b>SERVICE DETAIL</b>	<b>VEHICLES</b>
A1 (70mins + 10mins + 10mins) ÷ 120 minutes =	<b>0.75</b>
A2 (40mins + 10mins) ÷ 60 minutes = 0.83	<b>0.83</b>
A3 (40mins + 15mins) ÷ 60 minutes = 0.91	<b>0.91</b>
A4 (20mins + 5mins) ÷ 30 minutes = 0.83	<b>0.83</b>
Total	<b>3.32 or 4</b>

**OCR (Oxford Cambridge and RSA Examinations)**  
1 Hills Road  
Cambridge  
CB1 2EU

**OCR Customer Contact Centre**

**Skills and Employment**

Telephone: 02476 851509

Fax: 02476 421944

Email: [vocational.qualifications@ocr.org.uk](mailto:vocational.qualifications@ocr.org.uk)

[www.ocr.org.uk](http://www.ocr.org.uk)

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**OCR (Oxford Cambridge and RSA Examinations)**  
Head office  
Telephone: 01223 552552  
Facsimile: 01223 552553

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