

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

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

Level 3 CPC (Certificate of Professional Competence) for Transport Managers (Road Haulage) - **05669**

Unit R2: Certificate of Professional Competence for Transport Managers (Road Haulage) - **05689**

## **OCR Report to Centres June 2016**

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 (Road Haulage) - 05669**

## **General Comments**

As was the case in the R2 paper for March 2016, many candidates seemed well prepared for this paper and were able to score high marks. However, some candidates were not able to apply knowledge to the circumstances described in the case study and/or did not address the requirements of the questions. The open book format of this exam allows candidates to demonstrate understanding and ability to apply their knowledge, but success will rarely be achieved without adequate preparation and study.

There is information about the case study, the balance and type of questions that will be asked and guidance about acceptable answers in the Syllabus, Student & Tutor Guide, available on the OCR website.

## **Question 1**

An example of a correct schedule is given on the next page.

Marks were awarded for correct start and finish times for each line, with an appropriate activity description, including a correct destination for each driving period. Unnecessary activities resulted in no mark being given for the following line. Marking stopped when an offered schedule was illegal but following lines were adjusted for other errors.

The question required candidates to give the names of the driver(s) on board the vehicle for each line. This instruction was not followed by the majority of candidates, and examiners decided not to penalise for these omissions, provided that answers gave enough information to indicate which drivers they had chosen and from where. Candidates who provided no driver names at all earned no marks.

Some candidates scheduled Liz and Sam for the whole journey from Harlow. These drivers would reach 21 hours from the start of work before arriving in Turin and these illegal schedules (if otherwise correct) earned 11 marks.

Some candidates scheduled Liz (or Sam) to drive from Harlow to Ashford, where the single driver was joined by Jon (or Mia). This would not qualify for 'double-manning' because the second driver joins after more than one hour and these illegal schedules earned a maximum of 9 marks, marking stopped when the first driver has worked for 15 hours.

Common mistakes included not changing to local time on arrival in France, giving unnecessary, or too long, breaks and/or rests, and mistakes in calculating 4.5-hour driving periods.

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<b>Start Time</b>	<b>Finish Time</b>	<b>Activity Description</b>	<b>Driver(s) names</b>
0700	0715	Start, Checks or other work	Liz (or Sam)
0715	0915	Drive to Ashford	Liz (or Sam)
0915	0930	Checks OR Other work OR Loading	Jon & Mia
0930	1000	Drive to Folkestone	Jon & Mia
1000	1045 OR 1145	Train crossing	Jon & Mia or None
1145	1615	Drive to Turin	Jon & Mia
1615	1645	Break or Stop or Rest	Jon & Mia or None
1645	2115	Drive to Turin	Jon & Mia
2115	2145	Break or Stop or Rest	Jon & Mia or None
2145	0215	Drive to Turin	Jon & Mia
0215	0245	Break or Stop or Rest	Jon & Mia or None
0245	0515	Drive to Turin	Jon & Mia
0515	0545	Arrive Turin, Unload OR Other work	Jon &/or Mia
0545	1445	Daily Rest	Jon & Mia or None

**Question 2**

This costing question was generally well answered, with workings clearly shown. There were a number of ways of correctly calculating the total cost, but a typical example of a correct answer is given on the next page.

For most costing questions, it is vital for candidates to establish the correct distance and the correct number of days to be charged. In this case, some candidates did not include the return distance between Harlow and Ashford and others simply miscalculated the total kilometres travelled.

The number of days to apply to the drivers’ wages depended on candidates understanding that one driver would be needed for each leg between the operating centres and a further two drivers for three days to travel between Ashford and Turin. A correct calculation of driver costs, with workings, earned two marks.

Depreciation	$\text{£}15,000 / 240 = \text{£}62.50 \times 3 = \text{£}187.50$
Other standing costs	$\text{£}24,000 / 240 = \text{£}100 \times 3 = \text{£}300.00$
Driver wages	$\text{£}125.00 \times 8 =$ $\text{£}1,000$
Distance	2,530 km
Fuel calculation OR	$2,530 / 4\text{kpl} = 632.5 \text{ litres} \times \text{£}1.20 = \text{£}759.00$ OR $2,530 \times (\text{£}1.20 / 4\text{kpl}) = \text{£}759.00$
Maintenance	$2,530 \times \text{£}0.28 = \text{£}708.40$
Tyres	$2,530 \times \text{£}0.04 = \text{£}101.20$
Expense Allowance	$\text{€}40 \times 2 = \text{€}80 \times 2 = \text{€}160 \times 0.8 = \text{£}128.00$
Le Shuttle fare & Tolls	$\text{£}600.00$
Total Cost	$\text{£}3,784.10$

### Question 3

This question required candidates to identify four events or circumstances which require the company to notify, or make application to, the Traffic Commissioner. The case study stated that the company was not registered for operator licensing self-service.

There were six possible correct answers and the majority of candidates correctly outlined at least three of these. However, a significant number of responses gave a description of the timescale for submitting the relevant document, but did not provide the latest submission date required by the question. Some answers suggested an inability to calculate a future date.

Some candidates incorrectly gave “OCR is dangerously near its overdraft limit” as a notifiable circumstance, but only very few identified that the recently prepared company balance sheet shows that OCR does not have sufficient funds to meet the financial standing criterion.

Correct answers were as follows.

Event/circumstance	Document	Date
Appoint Director	Letter	19 July 2016
Appoint Transport Manager	TM1 or original CPC certificate or GV80A or GV81	18 August 2016
Add vehicle above margin	GV81 or evidence of financial standing or copy of advert or licence document	17th June 2016
Financial Standing shortfall	Evidence of Financial Standing	28th June 2016 or 15th July 2016
Removing vehicles	GV80 or GV81 or vehicle disc or Licence document	13 July 2016 or 20 July 2016
Change maintenance provider	Maintenance contract or safety inspection sheet or letter or GV81	17th June 2016 or 12 July 2016

Answers given as “letter” above were accepted when candidates gave “email”, “by fax” or “in writing”. Similarly, “bank statements”, “audited accounts”, or “proof of an increased overdraft” were accepted as “evidence of financial standing” and “immediately” or “now” was accepted instead of 17 June 2016.

### Question 4

Case study examinations often contain at least one question which will require candidates to use their general knowledge combined with imagination, and to think logically about an answer. The answers to such questions will not normally be found in training notes or in other publications and there will invariably be many possible correct answers.

This question required candidates to either draw on personal experience or to think objectively about what an operator could do to assist drivers in completing an effective walkround check. Training notes and DVSA publications both list those items which should be checked daily but the question required a candidate to think about how best to carry out that check and then give a list of resources which the operator should provide to ensure that the driver can complete the check effectively.

Most candidates were able to give a credible number of facilities or resources that would help OCR’s drivers carry out walkround checks effectively.

The command word “give” informed candidates that a correct item name was sufficient to earn a mark, and that a description of its use, or outline of why the item would help were not required. Some candidates used valuable time providing longer, descriptive answers than the question demanded.

Answers that outlined general vehicle maintenance requirements, such as “periodic safety inspections” did not earn marks.

### **Question 5**

This 4-mark question was the first relating to marketing that has been set in a case study paper. Most candidates successfully supplied the one-word answers required, although many thought incorrectly that the sales team reports (item d)) represented primary marketing data.

### **Question 6**

More than half of this cohort achieved more than 50% of the marks for this question about balance sheet ratios, with a significant number of entirely correct answers given.

Common reasons for candidates not achieving full marks included giving answers to one decimal place and/or rounded incorrectly, arithmetic errors and answers that did not show workings.

In this open book exam, the formulae needed were accessible to candidates. Those who read the requirements of the question carefully and took appropriate care in their calculations, scored well here.

## **OVERALL PERFORMANCE**

In setting the pass mark, examiners took into account the relative difficulty of this paper, compared to previous sessions, finding that the notional pass mark of 30 was appropriate. As described in the Syllabus, Student and Tutor Guide, the Awarding process forms part of the system that seeks to ensure that all candidates are treated fairly, regardless of which session they sit the case study paper.

The pass mark was set at 30 and approximately 61% of candidates achieved this level.

The pass mark for the June 2016 R1 (Multiple Choice) paper was set at 40 and 54.7% of candidates achieved this level.

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