



Compulsory Basic Training Trainee Logbook



An Agency within the Department of the
Environment
www.doeni.gov.uk



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Introduction

Compulsory Basic Training (CBT) is a foundation course designed to give you the knowledge, skills and understanding required to attain a level of competence which will enable you, on your own, to practice safely in an on-road environment and gain the necessary exposure to traffic to make you a safe rider.

Research has shown that some trainees may leave the courses thinking they are more skilled and as a result, are better able to deal with dangers on the road. The perception of their skills is likely to be higher than their real ability. It is therefore important you recognise your own personal limits in terms of ability. You should avoid overconfidence as this can be counterproductive and could lead to you putting yourself at risk.

With this in mind the CBT course is designed to deal with the “whole” rider and covers practical riding skills, safety aspects and behaviour. The course moves away from pure riding skills to include attitude and behaviour which are important aspects of learning to ride. It encourages you to reflect on your own solution making processes and develop awareness and responsibility which will help you to make informed choices.

This CBT logbook is designed to help you with this process, it is not just a record of your training, it is a record of your experience during the course which hopefully will help you to self assess your own ability. Knowing your own ability and limitations is the first step on the road to being a safe rider. The logbook is therefore an essential part of the CBT course, please keep it safe.

Your trainer will record your progress at the end of each training session and give you feedback on your performance. You should therefore ensure you bring this logbook along with you to each training session. After you have successfully completed a module your trainer will complete the relevant section and detach the bottom section of each page. When the module has been completed he/she will sign and date the module completion form contained in the logbook. This is your record proving that you have completed a module or modules. When all 3 modules have been completed your trainer will issue you with a CBT certificate which is valid for two years from the date on which you complete the course. Make sure you keep this certificate safe as you will need to present it to the driving examiner when you take your practical riding tests or to the PSNI or DVA enforcement officer if requested.

DVA has worked with the motorcycle industry and road safety organisations to design and develop a modular CBT course. The course has 3 modules which include five elements, each of which provides its own unique core competency and as such its own importance. Together the modules cover the basic core competencies required for safe riding and, as each person is different, your training should be influenced by the knowledge and skills learnt and not by unnecessary time constraints. The three modules are:

Module 1

Element A - Introduction;

Element B - Practical training (conducted either off-road or on-road in a safe environment)

Module 2

Element C - Practical riding (conducted either off-road or on-road in a safe environment)

Element D - Preparation for on-road riding;

Module 3

Element E - Practical on-road riding.

The course has been designed with flexibility in mind to enable you to either take bite size pieces or a full course. This means you learn at your own pace and spread the overall cost. It also means you may bank a module and return to training at a later date or move between CBT trainers if you wish. However, you can only bank completed modules which have been signed off by your trainer. If you are halfway through a particular module it may be in your interest to complete it before moving to a different trainer. If you move to a new trainer mid way through a module, you will be required to restart the module again.

There is no set time or duration for completing modules 1 or 2. This will depend on your knowledge, understanding and skill of the elements. However, there is a minimum duration of 4 hours for module 3 which is designed to ensure you are able to safely demonstrate your ability to put into practice what you have learnt in modules 1 and 2 while exposed to different types of road and traffic situations. This will include demonstrating your ability to ride in an eco-safe manner. The minimum period of 4 hours may be increased if you have not reached a standard which would allow you to practice safely on road, on your own.

If you lose or misplace your log book you may download a version from www.nidirect.gov.uk/motoring. In order to have a record of training completed, you should ask your trainer to update the copy. There may be a charge you for this so keep you logbook safe.

If you have any concerns about your CBT training speak with your trainer or contact the Driver & Vehicle Agency's Business Support Unit (BSU) on Tel: 02890 541858.

COMPULSORY BASIC TRAINING LOG BOOK

(Please complete in BLOCK Capitals)

Driver Number																			
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Name of Trainee	
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Address	
Post Code	

If this logbook is found please return it to the address above

SAMPLE

COMPULSORY BASIC TRAINING

Completion Form Module 1

(Please complete in BLOCK Capitals)

Name of trainee	
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Name of authorised CBT instructor	
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Category Restrictions

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Licence Presented / Machine Used (tick one box only)

Provisional / Moped

Provisional / Motorcycle

Full Car / Moped

Full Car / Motorcycle

Starting date:	D			M				Y		
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Completion date:	D			M				Y		
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This form is an official record of CBT training provided to the above named trainee and it should be kept in a safe place, and may be required for inspection by an officer of the Driver & Vehicle Agency.

INSTRUCTOR SIGNATURE:

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TRAINEE SIGNATURE:

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AMI NUMBER:

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COMPULSORY BASIC TRAINING

Completion Form Module 1

(Please complete in BLOCK Capitals)

Name of trainee	
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Name of authorised CBT instructor	
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Category Restrictions

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Licence Presented / Machine Used (tick one box only)

Provisional / Moped

Provisional / Motorcycle

Full Car / Moped

Full Car / Motorcycle

Starting date:	D			M				Y		
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Completion date:	D			M				Y		
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TRAINEE SIGNATURE:

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AMI NUMBER:

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Module 2 – Element D

Understand the correct procedures for dealing with:

Covered

33. Traffic light controlled junctions including multi lane junctions	✓
<i>Demonstrate knowledge and understanding for the need to:</i>	
a) plan ahead for junction select correct lane for direction in good time	
b) use of observation, signal, manoeuvre, position, speed, look (OSM/PSL) routine	
c) know the sequence, meaning and use of traffic lights including filter arrows	
d) be ready to stop, do not try to "beat the lights".	
e) know the effect of adverse weather conditions on stopping distance	
f) know what to do if lights fail, proceed with caution, never assume priority.	
g) adhere to school crossing warning signals.	
h) be aware of pedestrians crossing the road	

Instructor's notes – Use reverse as required

Instructor's notes – Use reverse as required

Trainee Name:

33. Traffic light controlled junctions including multi lane junctions

COMPULSORY BASIC TRAINING

Completion Form Module 2

(Please complete in BLOCK Capitals)

Name of trainee	
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Name of authorised CBT instructor	
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Category Restrictions

Licence Presented / Machine Used (tick one box only)

Provisional / Moped Provisional / Motorcycle Full Car / Moped Full Car / Motorcycle

Starting date:	D			M			Y		
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Completion date:	D			M			Y		
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INSTRUCTOR SIGNATURE:

TRAINEE SIGNATURE:

AMI NUMBER:

COMPULSORY BASIC TRAINING

Completion Form Module 2

(Please complete in BLOCK Capitals)

Name of trainee	
------------------------	--

Name of authorised CBT instructor	
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Category Restrictions

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Licence Presented / Machine Used (tick one box only)

Provisional / Moped

Provisional / Motorcycle

Full Car / Moped

Full Car / Motorcycle

Starting date:	D			M				Y		
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Completion date:	D			M				Y		
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TRAINEE SIGNATURE:

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AMI NUMBER:

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COMPULSORY BASIC TRAINING

Completion Form Module 3

(Please complete in BLOCK Capitals)

Name of trainee	
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Name of authorised CBT instructor	
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Category Restrictions

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Licence Presented / Machine Used (tick one box only)

Provisional /
Moped

Provisional /
Motorcycle

Full Car /
Moped

Full Car / Motorcycle

Starting date:	D			M				Y		
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Completion date:	D			M				Y		
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INSTRUCTOR SIGNATURE:

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TRAINEE SIGNATURE:

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AMI NUMBER:

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COMPULSORY BASIC TRAINING

Completion Form Module 3

(Please complete in BLOCK Capitals)

Name of trainee	
------------------------	--

Name of authorised CBT instructor	
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Category Restrictions

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Licence Presented / Machine Used (tick one box only)

Provisional / Moped **Provisional / Motorcycle** **Full Car / Moped** **Full Car / Motorcycle**

Starting date:	D			M				Y		
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Completion date:	D			M				Y		
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