



Petroleum Driver Passport

Petroleum Driver Passport (PDP) Scheme

Revised Dispensations due to Covid-19

Valid from 21 January 2021

The Downstream Oil Distribution Forum (DODF) have again reviewed the PDP Scheme dispensations in the light of the on-going Covid-19 pandemic, and the training and assessment challenges the industry faces. Our priorities, in making amendments to PDP, continue to be allowing Drivers, Employers, Training Providers and Terminals to operate within Government restrictions and guidance and take all necessary precautions, and keeping the economy moving by ensuring drivers can continue to work safely, load at Terminals, and deliver product in a competent manner.

Therefore, in consultation with SQA, we have agreed to extend the dispensation period for PDP card expiry dates. The following PDP Scheme dispensations are currently in place:

REVISED PDP AMENDMENTS - valid from 21 January 2021

PDP CARD EXPIRY - EXTENSION TO DISPENSATION PERIOD

All driver PDP cards, which expire between 1st March 2020 and 1st May 2021, remain valid until 31st May 2021. These cards will be renewed for five years if a driver has passed their written and practical assessments before 1st June 2021.

Renewed PDP card period of validity / expiry date:

- If a driver completes and passes their 25W and 25P before their original expiry date, their new PDP card shall begin from their original expiry date. For example, expiry date in March, training and assessment completed in February, renewed PDP card's period of validity will begin from the March date.
- If a driver completes and passes their 25W and 25P after their original expiry date, then their new PDP card period of validity shall begin from their new date of completion. For example, expiry date in March, training and assessment completed in April, renewed PDP card's period of validity will begin from April date.

ANNUAL REFRESHER TRAINING - 2021 (as previously communicated)

In 2021, Drivers have to complete their annual refresher within the calendar year as normal, i.e. by 31st December 2021.

Covid-19 lockdowns/restrictions meant some drivers were unable to complete their 2020 annual refresher. Under normal circumstances, these drivers would have an invalid PDP card at the start of 2021. To allow drivers with a good track record of completing their annual refreshers to load product, the DODF has asked the Terminals to implement the following measure:

- Until further notice, any driver who has taken and passed their Annual Refresher in 2020 and/or 2019 should be treated as having a valid PDP card and be permitted to load normally.



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AMENDMENT TO PDP PRACTICAL ASSESSMENT - REVIEW OF LO3: BE ABLE TO DRIVE PETROLEUM PRODUCT ROAD TANKERS ONLY (as previously communicated)

The mandatory requirement to assess tanker driving (LO3) via in-cab assessment or observation is suspended and instead this assessment can be undertaken via a verbal, structured review of tanker driving between the assessor and driver. The driver's responses forms part of their overall practical assessment. Guidance has been issued.

This temporary dispensation has been extended and is now in force **until 31st May 2021**.

The other elements of the Practical Assessment - prepare to load, loading and unloading (LO1, LO2 and LO4) must be assessed as normal, in accordance with the PDP Syllabus and Manual of Practice.

Assessors will require access to the Terminals to conduct their assessment of the driver during the loading element of the PDP Practical Assessment.

PDP HELPDESK

The PDP helpdesk can be contacted via the PDP email address - pdpassport@sqa.org.uk - or by telephone (0345 270 0123).

INFORMATION FOR TERMINALS

The DODF would be very grateful if the Terminals continue with PDP card validity checks, taking account of the above dispensations.

If a Terminal has direct access to the PDP System to check a driver's validity, please use this method.

Otherwise, enforcement officers (Terminals) wishing to check a driver's entitlement, may contact the SQA Administration Team via email pdpassport@sqa.org.uk or telephone on 0345 270 0123 to check the PDP System.

Please note that SQA has now moved to homeworking and any email checks will be dealt with in business hours, Monday to Friday, with phone lines open 10am - 4pm Monday to Friday.

The DODF appreciate your support and understanding as we take these steps to protect drivers, Training Providers, Terminals and SQA staff and ensure the smooth running of the petroleum distribution industry. If you have any queries please contact: PDP Helpdesk - pdpassport@sqa.org.uk or DODF Facilitator – jenny.clucas@coagentskills.com

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Chair
Downstream Oil Distribution Forum

www.pdpassport.com/pdpassport