



**INTERNATIONAL TRANSPORT FORUM
TRANSPORT MANAGEMENT BOARD**

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Group on Road Transport

Draft Report by FYR of MACEDONIA on implementation of the QUALITY CHARTER

APPENDIX I: Checklist on Implementation of CPC Manager and CPC Driver (initial and periodic training)

APPENDIX II: Checklist on training capacity

This document amends the draft Report on Implementation of Quality Charter by FYR of Macedonia [ITF/TMB/TR(2016)3/ADD23/REV2]

It is presented under draft Agenda Item 4.2 of the meeting of the Sub-Group on the Qualitative Development of the ECMT Quota to be held on 18 September 2018 in Paris, France.

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APPENDIX I: Checklist on Implementation of CPC Manager and CPC Driver (initial and periodic training)
update: 11 September 2018

Special provisions on qualification of MANAGERS	
National qualification requirements for training	Yes, Fully - Law on Road Transport - Rulebook on the manner, procedure and program for taking the exam for obtaining the SPC of the person responsible for transportation, the form and content of the application for passing the exam, the minutes for the past exam and the certificate.
Requirements to compulsory training	Yes, -Law on Road Transport - Fully -Rulebook on the detailed conditions to be fulfilled by the authorized trained centers, the procedure for conducting the training and the form and content of the certificate for completed training.
Standard programme for compulsory training	Yes, -Law on Road Transport -Rulebook on the manner, procedure and program for taking the exam for obtaining the SPC of the person responsible for transportation, the form and content of the application for passing the exam, the minutes for the past exam and the certificate.
<i>Distinction between goods and passenger</i>	No distinction
Compulsory examination requirements	Yes, -Law on Road Transport -Rulebook on the manner, procedure and program for taking the exam for obtaining the SPC of the person responsible for transportation, the form and content of the application for passing the exam, the minutes for the past exam and the certificate.
Examinations procedure (oral, written, exempted)	Yes, electronic examination, -Law on Road Transport
Examination body	Yes, Commission of 5 members (3 from the Ministry of Transport and Communications + 2 from professional associations)
National training centers approval procedures	Yes, Fully -Law on Road Transport -Rulebook for the more detailed conditions to be met by the legal entities and the procedure for conducting the training, the form and content of the certificate for completed training.
National training centers (ATI) approved by the IRU Academy prepared to provide adequate training	Yes, AMERIT Training Centre (and AMSM, although inactive) - authorized nationally together with other training centers which should be in aligned with the requirements given in the change of the law, this means that it is necessary to meet all the stated conditions to be authorized after the entry into force of the law.

Other training providers	Yes, -currently some 15 training providers offering CPC Manager training which should be in aligne with the requirements given in the change of the law, this means that it is necessary to meet all the stated conditions to be authorized after the entry into force of the law.
National certificate of professional competence	Yes, Law on Road Transport
Certificate of the IRU Academy countersigned by the National competent authorities/ MOI	Yes, See in attachment of the Application
Special provisions on qualification of DRIVERS	
National qualification requirements to professional driver's training	Yes, Fully -Law on Road Transport -Rulebook on the manner, procedure and program for taking the exam for obtaining a driver's license, form and content of the application for passing the exam, the minutes for the passed exam and the certificate. -Rulebook on the detailed conditions to be fulfilled by the authorized trained centers, the procedure for conducting the training and the form and content of the certificate for completed training.
Compulsory initial qualification requirements	Training: CPC Driver 280 hours for initial qualification (140 hours in the case of accelerated initial qualification) - Law on Road Transport
Compulsory periodic training requirements	Training: 35 hours for periodic training every five years - Law on Road Transport
Standard programme of initial qualification	Yes, Fully -Law on Road Transport -Rulebook for the manner, procedure and program for taking the exam for obtaining a driver's certificate, form and content of the application for passing the exam, the minutes for the past exam and the certificate.
Standard programme of periodic training	Yes, Fully -Law on Road Transport -Rulebook for the manner, procedure and program for taking the exam for obtaining a driver's certificate, form and content of the application for passing the exam, the minutes for the past exam and the certificate
<i>Distinction between goods and passenger</i>	Yes, -Law on Road Transport -Rulebook for the manner, procedure and program for taking the exam for obtaining a driver's certificate, form and content of the application for passing the exam, the minutes for the past exam and the certificate.

Initial qualification compulsory examination requirements	Yes, Fully -Law on Road Transport -Rulebook for the manner, procedure and program for taking the exam for obtaining a driver's certificate, form and content of the application for passing the exam, the minutes for the past exam and the certificate
Periodic training compulsory examination requirements	Yes, Fully -Law on Road Transport -Rulebook for the manner, procedure and program for taking the exam for obtaining a driver's certificate, form and content of the application for passing the exam, the minutes for the past exam and the certificate.
Initial qualification examinations procedure (oral, written, exempted)	Yes, electronic examination, -Law on Road Transport
Periodic training examinations procedure (oral, written, exempted)	Yes, electronic examination
Initial qualification examination body	Yes, Commission of 5 members (3 from the Ministry of Transport and Communications + 2 from professional associations)
Periodic training examination body	Yes, Commission of 5 members (3 from the Ministry of Transport and Communications + 2 from professional associations)
Approval procedure of national training centers to provide initial qualification	Yes, Fully -Law on Road Transport -Rulebook on the detailed conditions to be fulfilled by the authorized trained centers, the procedure for conducting the training and the form and content of the certificate for completed training.
Approval procedure of national training centers to provide periodic training	Yes, Fully -Law on Road Transport -Rulebook on the detailed conditions to be fulfilled by the authorized trained centers, the procedure for conducting the training and the form and content of the certificate for completed training.
National training centers (ATI) approved by the IRU Academy prepared to provide initial qualification	Yes, AMERIT Training Centre (and AMSM, although inactive) - authorized nationally together with other training centers which should be aligned with the requirements given to the change of the law, this means that it is necessary to meet all the stated conditions to be authorized after the entry into force of the law.
National training centers (ATI) approved by the IRU Academy prepared to provide periodic training	Yes, AMERIT Training Centre
Other training providers	Yes, but which should be aligned with the requirements given to the change of the law, this means that it is necessary to meet all the stated conditions to be authorized after the entry into force of the law.

National certificate of professional competence	Yes, in attachment, but in accordance with the amendments to the law, is predicted the election of a legal entity that will issue the cards in accordance with the requirements of the Quality Charter.
Distinguishing mark on the driving licence	Yes, -Rulebook on the manner, procedure and program for taking the exam for obtaining a driver's license, form and content of the application for passing the exam, the minutes for the passed exam and the certificate.
Driver's qualification card	Yes, See in attachment of the Application
Certificate of the IRU Academy countersigned by the National competent authorities/ MOI	Yes, See in attachment of the Application

APPENDIX II: Checklist on training capacity

Please provide the following addition information on implementation of training capacity:

Background information on training institutions:

- Training Institutes (TI): name, address, webpage, established in__

Name: **SIZ Makedonija soobrakaj AMERIT – Skopje**
Address: **St. “1506” Nb. 22, Momin potok, 1000 Skopje**
Webpage: **www.amerit.org.mk**
Established in: **Republic of Macedonia**
- Type of organisation: school/ vocational school (as part of Association)/ TI/ University, private/ state/ etc.
- endorsed by an competent Authorities/ holder of valid license
- Programme portfolio (related to road transport area): **no data**
- Training capacity (number of candidates for CPC qualification per year)
CPC Manager 700 per year
CPC Driver 120 per year

Training specific information:

Programmes

- Training programme (CPC Manager / CPC Driver Initial Qualification / CPC Driver Periodic training)
- Duration: days and/or hrs for training and examination
Training: CPC Driver 280 hours for initial qualification (140 hours in the case of accelerated initial qualification) and 35 hours for periodic training every five years

Examination: CPC Manager 120 min and 120 min (second part)
CPC Driver 120 min
- Format: in class / blended / online/ practical (in vehicle, simulator), etc.
- Availability of lesson plan, instructor guidance, individual student material, practical hand-outs, case scenarios, etc
- Developed: internally by the TI / by external consultants / purchased etc

Training facilities:

- Venue/ location: building with classrooms / approximate space
- Training equipment – general: PC, modern applications, electronic equipment, etc
- Training equipment to deliver CPC Driver: vehicles/ simulators

Instructors' qualification

- Selection process
Passed exam for trainers national and international (IRU academy)
- Teaching experience (in years)/ Subject knowledge (field of expertise)

Not required

- Practical experience in the road transport industry & Cat C/D driving license
3 years
- Measures in place to maintain instructor's qualification: participation in professional seminars / continuous vocational training / etc.

Examination procedures

- Conducted under the supervision of an Examination Body (Ministry of Transport and Communications) / fully under the TI's control
- Manual / With automatic examination system