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English - Or. English

17 October 2024

**INTERNATIONAL TRANSPORT FORUM
TRANSPORT MANAGEMENT BOARD**

Group on Road Transport

Report by the REPUBLIC OF ARMENIA on Implementation of the Quality Charter

APPENDIX IV:

Decision by the Government of the Republic of Armenia on approving the requirements for professional competence of and professional competence examinations for the transport manager, the description of the certificate of professional competence and the procedure for issuing a certificate of professional competence №1482-N approved on 19 September 2024

This document amends the Application by the REPUBLIC OF ARMENIA
ITF/TMB/TR(2016)3/ADD42/FINAL.

JT03552248

GOVERNMENT OF THE REPUBLIC OF ARMENIA

DECISION

№1482-N of 19 September 2024

**ON APPROVING THE REQUIREMENTS FOR PROFESSIONAL COMPETENCE OF AND
PROFESSIONAL COMPETENCE EXAMINATIONS FOR THE TRANSPORT MANAGER,
THE DESCRIPTION OF THE CERTIFICATE OF PROFESSIONAL COMPETENCE AND
THE PROCEDURE FOR ISSUING A CERTIFICATE OF PROFESSIONAL COMPETENCE**

Guided by part 9 of Article 7 of the Law "On road transport", the Government of the Republic of Armenia *decides*:

1. To approve:
 - (1) the requirements for professional competence of and professional competence examinations for the transport manager, according to Annex No 1;
 - (2) the procedure for issuing a certificate of professional competence, according to Annex No 2;
 - (3) the description of the certificate of professional competence, according to Annex No 3.
2. This Decision shall enter into force on the tenth day following its official promulgation.

**Prime Minister
of the Republic of Armenia**

Yerevan

N. Pashinyan

Annex 1

to Decision of the Government
of the Republic of Armenia

N°1482-N of 19 September 2024

REQUIREMENTS
FOR PROFESSIONAL COMPETENCE OF AND PROFESSIONAL COMPETENCE
EXAMINATIONS FOR THE TRANSPORT MANAGER

**1. REQUIREMENTS FOR PROFESSIONAL COMPETENCE OF THE TRANSPORT
MANAGER**

1. These requirements regulate the relations pertaining to obtaining professional competence of the transport manager (hereinafter referred to "transport manager") that organises the activities of legal persons or individual entrepreneurs engaged in international road haulage.
2. For professional competence, the transport manager may complete a training course.
3. A professional training course provided for by this Decision may be conducted by training centres considered to be a natural person or an individual entrepreneur that have obtained a right to engage in activities subject to notification (hereinafter referred to as "training centre") from the state authorised body in the transport sector (hereinafter referred to as "authorised body") in compliance with the requirements of the Law "On notification of carrying out activities".
4. Training centres must have:
 - (1) a curriculum;
 - (2) teaching staff having relevant qualification;
 - (3) a territory, a classroom, training materials for organising the training courses.

5. The training centre shall develop the curriculum of the training course which must cover the legal acts defining the areas of professional knowledge included in the competence examination tests published on the official website of the authorised body.
6. The training centre shall conduct the training course by a training programme.
7. The training course may be conducted within the scope of separate professional and general issues, in which case the programme shall be comprised of two separate parts.
8. After completing the course, the centre shall issue to the person having participated in the training programme a statement of information on completing the course, according to Form 1.
9. A transport manager may — not earlier than three months before and not later than one month before the expiry of the validity period of the certificate of professional competence — apply to the authorised body to obtain a new certificate of professional competence in compliance with the requirements of this Decision.

2. REQUIREMENTS FOR PROFESSIONAL COMPETENCE EXAMINATIONS

10. To obtain professional competence, a transport manager must take a professional competence examination which is organised by the authorised body.
11. A person having paid the state duty prescribed by the Law "On state duty" may participate in the professional competence examination.
12. The persons shall submit the following to the examination body to participate in the professional competence examination:
 - (1) an application;
 - (2) a copy of the personal identification document;
 - (3) the state duty receipt of payment prescribed by the Law "On state duty".
13. Questionnaires of the professional competence examination may cover the areas of organisation of road haulage operations, finances and management, technical standards, road traffic safety, trade and services, social security and labour legislation, civil law, and tax. Legal acts that are covered in questionnaires shall be published on the official

website of the authorised body.

14. Professional competence examinations shall be organised through computer testing, in Armenian, or Russian, or English languages, as selected by the participant of the examination.
15. The dates of the professional competence examination shall be set by the authorised body, not less than once a month.
16. The information on conducting the examination shall be published on the official website of the authorised body.
17. Examination tests may consist of questions with 4 answer options, with only one of the answer options being correct.
18. Examination tests may be comprised of two parts, with 25 questions each:
 - (1) professional questions covering the area of organisation of road haulage;
 - (2) general questions covering the areas of finances and management, technical standards, road traffic safety, trade and services, social security and labour legislation, civil law, and tax.
19. The professional and general parts of the professional competence examination prescribed by point 18 of this Procedure may be taken at once or separately. If the professional or general parts are taken separately, the professional competence shall be conferred on the manager within one year, provided that the examinations of separate parts are taken successfully.
20. The state duty paid for participation in the professional competence examination shall be effective within three years. If the professional and general parts of the competence examination provided for by point 19 of this Procedure are taken separately, the state duty prescribed by the Law "On state duty" shall be paid once.
21. If the professional and general parts of the professional competence examination are taken separately, the participant having failed to take any of the examinations, may — within one year — retake only the part that has been failed, each time paying the state duty prescribed by the Law "On state duty".

22. Professional competence examination tests shall be drawn up of downloaded questionnaires randomly selected by a software on the day of examination.
23. The authorised body shall notify the persons having applied for examination of the day and hour of examination at least 5 working days before the examination.
24. Before starting the professional competence examination the employee of the authorised body shall explain to the participants of the examination the procedure for conducting the examination.
25. A maximum of two 90 minutes shall be allocated for each part of the professional competence examination.
26. The professional competence examination shall be considered as taken successfully if the person taking the examination has answered at least 60 percent of the questions of the test correctly.
27. The authorised body shall summarise the results of the professional competence examination within one working day.
28. The participant of the examination may appeal against the results of the examination to the authorised body. If the results of the examination are appealed against, the authorised body shall consider it within 10 working days. If it is established during the consideration that the test contains a question that has become wrong following the legislative amendment, it shall be accepted as a right answer. The authorised body shall notify the participant of the results of the appeal within three working days.
29. If the professional competence examination is a success, the authorised body shall render a decision on issuing a certificate of professional competence to the transport manager having passed the examination.

**Chief of Staff of the Prime Minister of
the Republic of Armenia**

A. Harutyunyan

STATEMENT OF INFORMATION
ON COMPLETING PROFESSIONAL COMPETENCE TRAINING COURSE

This is to certify that _____,
name, surname, father's name

born in _____, on _____ 20 _____,

name of training centre

completed the professional competence course for the transport manager with the duration
of _____ academic hours at _____

Head of the Training Centre _____
signature, name, surname

place of seal

Annex 2
to Decision of the Government
of the Republic of Armenia
N°1482-N of 19 September 2024

**PROCEDURE
FOR ISSUING A CERTIFICATE OF PROFESSIONAL COMPETENCE**

1. This Procedure shall regulate the processes of issuing a certificate of professional competence, including issuing the duplicate of the lost certificate of professional competence.
2. Persons with a recent ten-year service record in managerial positions within Armenian undertakings engaged in road haulage shall be issued a certificate of professional competence without taking a competence examination, provided that the state duty payment receipt prescribed by the Law "On state duty", the copy of the personal identification document and the relevant employment information are submitted to obtain professional competence for the transport manager.
3. The certificate of professional competence shall be issued within 3 working days if the competence examination is a success, except for the case provided for by point 2 of this Procedure.
4. In the case provided for by point 3 of this Procedure the transport manager shall submit to the authorised body — for the purpose of obtaining a certificate of professional competence — the state duty payment receipt prescribed by the Law "On state duty" for issuing a certificate of professional competence for the transport manager.
5. The certificate of professional competence shall be issued for a period of five years, except for the case provided for by point 2 of this Procedure, where the certificate of professional competence is issued for a period of three years.

6. If a competence examination has been failed, the authorised body shall render a decision on rejecting the issuance of a certificate of professional competence, to which the record on the results of the relevant examination is attached.
7. For the purpose of obtaining the duplicate of the lost or damaged certificate of professional competence the person shall submit to the authorised body an application, information on the notice on loss of the certificate given in any of the mass media outlets and the state duty payment receipt prescribed by the Law "On state duty" for issuing a certificate of professional competence for the transport manager.

**Chief of Staff of the Prime Minister of the
Republic of Armenia**

A. Harutyunyan

Annex 3
to Decision of the Government
of the Republic of Armenia
№1482-N of 19 September 2024

**DESCRIPTION
OF THE CERTIFICATE OF PROFESSIONAL COMPETENCE**

1. A certificate of professional competence (hereinafter referred to as "certificate") shall be produced on yellow-brownish A4 paper with thickness of 100g/m².
2. The certificate must have at least two of the following security features:
 - (1) a hologram;
 - (2) special fibers in the paper that become visible under UV light;
 - (3) at least one microprint line (visible only if viewed with a magnifying glass and is not reproduced by printing machines);
 - (4) tactile characters, symbols or patterns;
 - (5) double numbering: serial number and issue number;
 - (6) a security design background with fine guilloche patterns and rainbow printing.
3. The certificate shall be produced in Armenian and English languages.
4. The certificate must have the distinguishing sign of the Republic of Armenia and the name of the authorised body issuing the certificate.
5. The model form of the certificate shall be defined in Form No 1.

**Chief of Staff of the Prime Minister of the
Republic of Armenia**

A. Harutyunyan

Form No 1

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ՀՀ տարածքային կառավարման եւ
ենթակառուցվածքների նախարարություն

**ՄԻՋԱԶԳԱՅԻՆ ԱՎՏՈՍՈՒԲԻԼԱՅԻՆ ՓՈԽԱԴՐՈՒՄՆԵՐԻ ՄԱՍՆԱԳԻՏԱԿԱՆ
ՈՐԱԿԱՎՈՐՄԱՆ ՎԿԱՅԱԿԱՆ**

N _____

Տարածքային կառավարման եւ ենթակառուցվածքների նախարարությունը
սույնով հավաստում է, որ _____ ը՝
անուն, հայրանուն, ազգանուն

ծնված _____, դրական արդյունքով հանձնել է
օր,ամիս,տարի վայր

միջազգային ավտոմոբիլային փոխադրումների մասնագիտական
որակավորման վկայական ստանալու համար անհրաժեշտ քննական թեստերը
« ___ » _____՝ ՏՆԵԿ բազմակողմ քվոտայի շրջանակներում իրականացվող
միջազգային ավտոճանապարհային բեռնափոխադրումների նկատմամբ կիրառվող
Որակի խարտիայի դրույթներին համապատասխան:

Սույն վկայականը Որակի խարտիայի II գլխի 4-րդ հոդվածում նշված
մասնագիտական որակավորման մասին վկայող բավարար ապացույց է:

Տրվել է՝ _____, « ___ » _____ 20___ թ.
վայրը

Պաշտոնը ստորագրություն անուն, ազգանուն
կ.տ.

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Ministry of Territorial Administration
And Infrastructure

CERTIFICATE OF PROFESSIONAL COMPETENCE (CPC)
FOR THE ROAD TRANSPORT MANAGER

N _____

We _____ hereby
Organization

certify that _____
Name, Surname

born on _____ in _____
date of birth place of birth

has successfully passed the tests for the examination (year: ____.; session: _____) necessary for the award of the certificate of professional competence in road haulage in accordance with the provisions of the Quality Charter applicable to international road haulage operations carried out under the ECMT multilateral quota.

This certificate constitutes the sufficient proof of professional competence referred to Article 4 of Chapter II of the Quality Charter.

Issued at _____, on _____ 20 ____
place

position

signature

name,surname

s.p