

Driver licence course provider memorandum

To NZ Transport Agency course providers

Date 3 May 2017

Subject **Unit standard 24089 – Demonstrate knowledge of fatigue management worktime and driver logbook requirements**

For course providers approved to conduct approved driver licensing courses. Please ensure you are familiar with the contents of this memorandum.

For organisational approvals, please also ensure that all assessors operating under a certificate of responsibility to the organisation and who are conducting unit standard 24089 are familiar with the content of this memorandum. If you have any queries please contact the regional licensing officer responsible for your area.

Introduction On 17 December 2016, Section 30ZH of the Land Transport Act 1998 was amended changing the time drivers and employers were required to maintain logbook/pages from 36 months to 12 months.

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Section 30ZH of the Land Transport Act 1998

Section 30ZH of the Land Transport Act has been amended and now reads:

Duties regarding logbooks:

- 1 A driver must –
 - a. retain a logbook required to be maintained by that driver under section 30ZF for a *period of 12 months after the date of the last entry in that logbook*; and
 - b. in the case of a driver who is an employee, deliver a copy of each completed logbook record to the driver's employer within 14 days after completing that record, and the employer must retain the copy of each logbook record *for a period of 12 months from the date of the record*.

Updating material and resources

The NZ Transport Agency and MITO are working on updating the *The official New Zealand road code for heavy vehicle drivers*, relevant factsheets, guides and the MITO training and assessment material.

Changes to unit standard 24089 training and assessment material

The following changes will be made to MITO documentation:

Document reference	Page	Change
Trainer Guide: Unit Standard 24089	52	Question 7: How long must the driver keep a used logbook after the final entry Answer to read 12 months
Marking guide: Unit Standard 24089	9	Question 11 (a): How long must a driver keep their logbook for Answer to read 12 months
Study guide: Unit Standard 24089	57	Upkeep of logbooks – last paragraph to read: A logbook must be kept by the driver for 12 months after the date of the last entry in that logbook
	61	Failing to carry out duties regarding logbooks – first point to read: Do not keep their logbook for a period of 12 months after the date of the last entry in that logbook
	71	Question 2(a) to read: (a) 12 months after the date of the last entry in that logbook

Effective date

As from the **date of this notice** course providers must:

- amend the answer to question 7 on your copy of the trainer guide for unit standard 24089 to show 12 months
- purchase from MITO the updated marking schedule for unit standard 24089 with the updated answer to question 11(a)
- make the amendments noted above to pages 57, 61 and 71 of all study guides you have on hand prior to giving them to candidates
- immediately start training to the new requirements
- immediately start assessing to the new requirements.