

DVSA Earned Recognition Scheme- self assessment check list

Prior to applying for the DVSA Earned Recognition scheme, it is recommended that operators ensure they meet all the criteria by carrying out this self- assessment. This document should be used in conjunction with the DVSA Earned Recognition Scheme Guide.

	Criteria	Reference point	Yes/No
1	Do you hold a valid operator's licence?	N/A	
2	Have you held this for two years or more?	Scheme Guide section 1.4	
3	Will all licences you hold be included in your application?	Scheme Guide section 1.4	
4	Can you confirm that no regulatory action has been taken by the traffic commissioner against your licence(s) during the last two years other than warnings?	Scheme Guide section 1.4	
5	Do you have either electronic or manual systems capable of reporting the earned recognition KPI triggers for both maintenance and driving activities?	Scheme Guide section 3.3	
6	Do you meet the KPI measures? You will be required to produce an electronic or manual KPI report showing the last 3 reporting periods.	Scheme Guide section 3.3.1 and 3.3.2	
7	Are you prepared to accept the terms & conditions?	Terms and Conditions document	
8	Do you consider you meet the audit standards in all applicable sections?	HGV or PSV Audit Standards document	

If you have answered 'yes' to all these questions you may apply.

How do I apply?

Complete the application form at: <https://www.gov.uk/government/publications/apply-to-join-dvsa-earned-recognition-or-add-extra-modules>