

I have an employee who has been trained abroad and I would like to use it in the Netherlands. What should I do?

You can have this employee follow the training to become a transport escort at a training institute in the Netherlands. The employee must successfully complete both the theoretical and practical exams. An aanstellingspas for the transport supervisor can then be applied for.

You also have the option to complete an adaptation internship based on the regulations. More information: <https://wetten.overheid.nl/BWBR0025299/2017-10-01#Paragraaf1>

Additional regulations can be found at:

https://wetten.overheid.nl/BWBR0023066/2018-09-19/#Hoofdstuk1_Artikel1

What do I have to do to start an adaptation internship?

Before commencement, the adaptation internship transport escort must be registered with SVNL stating:

- Personal details intern (name, initials, date of birth)
- Courses covered by the adaptation internship
- A copy of the certificates of competence or training certificates attested by the competent authority in the country of origin or provenance, under which the applicant in that State has the right to enter and pursue the same profession for which the applicant seeks recognition of professional qualifications
- The duration of the adaptation internship (minimum 9 months, maximum 1 year)
- Where applicable, the additional training that forms part of the adaptation period
- Internship supervisor (a qualified practitioner of the profession involved, appointed by the management of the organization in which this supervisor works)

You can send an email to helpdesk@aanstellingspas.nl containing all the above. If an approval follows, the adaptation internship can be started.

My request for an adaptation internship has been approved. What do I have to meet?

An internship report must contain the following content:

- Personal details of the intern
- Details of the internship supervisor and proof of his expertise in the form of an appointment as a transport escort
- Period of the internship (minimum 9 months, maximum 1 year)
- The content of the guidance with criteria and objective(s)
- The internship report per period based on the subjects to which the adaptation internship relates
- Results of the internship elaborated in a final assessment based on the set criteria**
- An interim evaluation must be conducted monthly and this must be submitted to SVNL, including the progress, for assessment.

The entire report including the result must be communicated to SVNL as soon as possible and in any case within one month of completing the adaptation period.

The registration, the interim reports and the final result can be emailed to: helpdesk@aanstellingspas.nl.

****Set criteria:**

The practical test for the candidate transport supervisor meets the following requirements:

- 1. In the route of guidance during the practical test, the different traffic situations must occur several times.**
- 2. The transport to be supervised during the practical test must meet the following conditions:**
 - The vehicle to be accompanied falls under driving license category C
 - The vehicle to be accompanied has a minimum width of 2.5 meters
 - The vehicle to be accompanied carries a load with a minimum width of 4.01 meters, which obstructs the view in the mirrors
 - The dimensions of the transport to be accompanied require an exemption in which transport supervision is prescribed
- 3. The candidate transport escort:**
 - Demonstrates how a transport is prepared together with the driver of the transport. In any case, attention is paid to checking the exemption, discussing the route and explaining various procedures to the driver
 - Demonstrates how to drive behind and in front of a transport
 - Demonstrates that he knows the traffic rules and shows safe and decisive road behavior
 - Demonstrates the ability to interpret road signs and signage
 - Demonstrates insight into the traffic risks associated with the behavior of other road users and the traffic risks associated with transport
 - Demonstrates how he can guarantee the safety of other traffic in different traffic situations, with particular attention being given to guidance on motorways and roads with separate lanes and guidance on the underlying and the higher road network
 - Demonstrates at least three times how to safely stop other road users
 - Demonstrates how he protects a breakdown situation in accordance with Incident Management procedures
 - Demonstrates that it is able to limit the delay for other traffic as much as possible and to promote traffic flow as much as possible

In the theoretical part the following topics can be discussed:

- The RDW documents
- Preparation and guidance of a ride
- Check dimensions of exceptional transport
- How to act with 1 or more transport escorts
- Follow vehicle position
- When or not a vehicle should be positioned before the transport
- Traffic insight
- Knowledge of man and his limitations in the field of vision
- Knowledge of road design and traffic rules and road signs
- Knowledge Legislation regarding transport security
- Knowledge of Dutch law and regulations regarding cross-border transport
- Waivers
- Incident Management

The theory can be filled freely, but focuses on the practical requirements as indicated above.