

FREQUENTLY ASKED QUESTIONS ON PRIVATE HIRE CAR DRIVER'S VOCATIONAL LICENCE COMMENCEMENT

PDVL APPLICATION

1. What are the criteria for me to apply for a Private Hire Car Driver's Vocational Licence?

To be eligible to apply for a Private Hire Car Driver's Vocational Licence (PDVL), you should:

- Pass LTA's required medical examination and background checks;
- Held a valid class 3/3A/3C/3CA Singapore driving licence for at least a continuous period of two years at the point of application; and
- Be able to speak and read simple English
- Singapore Permanent Resident and Foreign Work Pass holder need to be employees driving for a company or business providing chauffeured services;
- Singapore Permanent Resident applying for PDVL must submit a copy of the Employment Letter (stating that "you are employed as a Chauffeured Services Driver") at the point of application
**Please note that CPF Contribution Statement is no longer required for application from 1st July 2017*
- Work Pass Holder applying for PDVL must submit a copy of your Work Permit (stating "Chauffeur" as Vocation), Certificate of Conduct and Employment Letter (stating that "you are employed as a Chauffeured Services Driver") at the point of application

Note: If you are applying for a **PDVL**, you will be required to produce documentary proof of your ability to speak and read simple English **when you register for the PDVL training course** upon approval of your application. For this purpose, a GCE 'O' Level or 'N' Level pass in English (at least a D7 grade) or a Level 3 pass in English under the Workplace Literacy (WPL) programme is accepted. If you are not able to provide these documents, you are required to sit for the WPL-Computer Adaptive Test (WPL-CAT). The fee for this test is \$10.50 (excluding GST).

You must ensure that you have up-to-date Medisave contributions. To check the Medisave payment status for licence application, please visit the CPF website at www.cpf.gov.sg.

2. How do I know whether I am required to contribute to Medisave Account before I apply?

If you are a self-employed person, you must ensure that you have up-to-date Medisave contributions. For more information on the Medisave for the Self-Employed Scheme or to check the Medisave payment status for licence renewal, please visit the CPF website at www.cpf.gov.sg.

Please note that you are required to make arrangements to settle your Medisave liabilities (at any CPF Branch office or via other channels offered by the CPF Board) at least one week before you apply for your vocational licence.

3. How do I apply for a Private Hire Car Driver's Vocational Licence (PDVL)?

You may download the application form at the LTA Website. The application form is also available at:

LTA, 10 Sin Ming Drive, Reception Counter at Level 1.

4. How do I cancel my application?

You may come to our office personally to cancel your application. You may approach the Reception Counter at Level 1 for assistance. Please note that the application fee of \$40 is non-refundable.

5. Can I submit through online or by post?

Currently, the application for Private Hire Car Driver's Vocational Licence (PDVL) cannot be done online as it requires the verification of documents such as driving licence and, if required, medical forms, etc.

However, you may submit your PDVL application by post (Land Transport Authority, 10 Sin Ming Drive, Vocational Licence Service, Singapore 575701), with a cheque payment of \$40 to LTA for the non-refundable application fee together with the following documents:

- Completed application form with a recent passport-photograph
- Photocopy of NRIC and Singapore Class 3/3A/3C/3CA (where applicable) Driving Licence (Front and Back View)
- Singapore Permanent Resident applying for PDVL must submit a copy the Employment Letter (stating that "you are employed as a Chauffeured Services Driver") at the point of application
**Please note that CPF Contribution Statement is no longer required for application from 1st July 2017*
- For Work Pass Holder applying for a PDVL, please submit a copy of your Work Pass (stating "Chauffeur" as Vocation), Employment Letter (stating that "you are employed as a Chauffeured Services Driver") and Certificate of Conduct at the point of application

6. Where can I go for the medical check-up for the purpose of my Private Hire Car Driver's Vocational Licence (PDVL) application?

You may go to any registered medical clinic to have your medical examination done for the purpose of you PDVL application. You will be required to use LTA's medical examination form. For applications, you will also need to get a chest X-ray done.

7. When will TDVL holders receive the letter to convert their TDVL to PDVL?

All TDVL holders holding a valid TDVL will be issued a PDVL automatically by 1 July 2017. The validity of the PDVL will be tied to the validity of their existing TDVL. New TDVL trainees will attend a revised TDVL course which will cover both taxi and chauffeured services. The revised TDVL course has commenced in tandem with the new PDVL course.

8. Private Hire Car drivers from 1 July 2017, must they have PDVL before they can drive?

Yes, Private Hire Car drivers from 1 July 2017 will need to obtain a PDVL before they can provide chauffeured services.

However, if the PDVL Applications from Private Hire Car drivers are received by 30 June 2017, they will be allowed up to 30 June 2018 to pass the PDVL test and obtain a PDVL. In the interim, LTA will issue them a letter to authorise them to continue to drive a private hire car from 1 July 2017 until they obtain their PDVL or by 30 June 2018, whichever is earlier.

9. What are the medical requirement to apply for a Private Hire Car Driver's Vocational Licence?

Applicants who are aged 50 years and above are required to pass regular medical examinations. The details are as follows:

Age Range	Frequency of Medical Examination
50 - 64 years	Once every 2 years
65 years onwards	Every year

In addition to the above required medical examination by General Practitioner, prior to reaching the age of 70, 73 and 74 years, applicants are required to undergo a special assessment to certify that they are fit to continue driving a private hire car. This assessment is called the "Assessment on Fitness to Drive for Vocational Licence Holders Aged 70 years and Above". This Assessment covers an off-road occupational therapy evaluation, and an on-road driving test with an occupational therapist and a driving instructor. If the PDVL holder passes the above required medical checks, he will be allowed to extend his licence accordingly.

10. How long can an applicant expect to wait for his application to LTA to be approved?

As we expect a high volume of applications in the initial application period, more time may be needed than usual, to process these applications. As a general guide, it will take about 4 to 6 weeks for LTA to process an application for a PDVL, assuming that all relevant documents have been duly submitted.

11. If I'm driving a self-drive private hire car for personal uses, do I need to hold a PDVL?

A PDVL is not required if a private hire car is used for self-drive purposes¹. A chauffeur-driven PHC (registered with vehicle class and body code Z10/11) may also be used for self-drive purposes and no VL is required when used as such.

12. Will non-Singapore Citizens be allowed to apply for a PDVL?

Yes, there will be no nationality restrictions on who can apply for a PDVL. However, non-Singapore Citizens must be employees driving for a company providing chauffeured services.

For Work Pass Holder applying for a PDVL, you are required to submit a copy of your employment letter and Certificate of Conduct at the point of application.

PDVL COURSE

13. Can I register for the Private Hire Car Driver's Vocational Licence (PDVL) Course before submitting a PDVL application?

No. Applicant would need to submit the PDVL application before they are allowed to register for the course.

14. Is there sufficient time to train all PHC drivers by 1 July 2018?

Yes, LTA has worked with the training provider, Singapore Taxi Academy, to cater for sufficient training capacity.

15. Will App providers such as Uber and Grab be appointed by LTA to help with the PDVL training?

No. LTA has appointed the Singapore Taxi Academy to provide PDVL training.

16. When will the PDVL course commence?

PDVL course have started since 20th March 2017. Applicants who are interested and have obtained their approval letter from LTA may visit STA to register for the PDVL

¹ A self-driven private hire car registered with vehicle class and body code R10/11 can only be used for self-drive.

Course. Alternatively, they can download the PDVL Course registration form from the STA website (<http://www.taxi.org.sg/>) and mail the duly completed PDVL Course registration form together with supporting documents and cheque payment to the STA to register for the course.

17. Can PDVL be converted to TDVL?

No, PDVL cannot be converted to TDVL.

18. When should I register for the Private Hire Car Driver's Vocational Licence (PDVL) Course?

You may register for the PDVL course once you receive an approval letter from LTA.

19. I would like to register for the Private Hire Car Driver's Vocational Licence (PDVL) Course. Where should I go?

The Singapore Taxi Academy has been appointed to conduct training for the PDVL Course. Those who wish to find out more about the PDVL Course can contact the Singapore Taxi Academy at 6472 7351 or visit <http://www.taxi.org.sg/>.

20. I would like to apply for a Private Hire Car Driver's Vocational Licence (PDVL) but do not possess a GCE "O" or "N" Level pass (at least a D7 grade) in English. What can I do?

PDVL applicants who do not possess a GCE "O" or "N" Level pass (at least a D7 grade) in English may sit for the Workplace Literacy Computer Adaptive Test (WPL-CAT) for Conversational English. The WPL-CAT for Conversational English assesses an individual's English proficiency in 3 areas – Listening, Reading and Speaking – with the aid of a computer. PDVL applicants must obtain at least a Level 3 pass for all 3 modules in order to meet the English language requirement for a PDVL.

The test is about 3 hours long. The Listening and Reading tests use multiple-choice questions, while for the Speaking test, the trainee is required to respond to 3 questions in English posed by the computer. The WPL-CAT costs \$10.50 (excluding GST).

21. What will be covered during the Private Hire Car Driver's Vocational Licence (PDVL) Course?

The course will equip private hire car driver with knowledge on the rules and regulations, service quality as well as general safety and has been designed to facilitate both self-study (2 hours) and classroom coaching (8 hours) within a structured learning framework.

22. How long is the duration for the Private Hire Car Driver's Vocational Licence (PDVL) course?

The PDVL course comprises 8 hours of classroom training and 2 self-study hours.

23. What is the criteria for drivers of traditional limousine companies to be exempted from PDVL training?

The criteria would largely depend on the robustness of the training programme offered by the companies and the driver must be fulfilling corporate jobs most of the time.

24. Are there tests for the PDVL?

PDVL course applicants will be required to attend training and pass the relevant tests in order to obtain the licence. This is to ensure that they are equipped with knowledge on private hire car rules and regulations, service quality as well as general safety. Details on the PDVL course and tests can be found on STA's website at <http://www.taxi.org.sg>

25. Can I re-sit for the PDVL test if I am unable to pass on my first attempt?

Yes, PDVL applicants can approach Singapore Taxi Academy (STA) and schedule a re-test.

26. What happens if I am unable to pass the test by 30 June 2018?

Applicant need to re-apply afresh for the PDVL, attend the 8 hours PDVL course and sit for the competency test.

27. How much do I need to pay to register for the course?

Course Fee : \$100 per trainee

Test Fee : \$10 per registration, \$5 per test paper

Training Materials: \$25 per set

- 1 copy of the textbook – Driving in Singapore and
- 1 Set of Notes, Worksheets, Area Maps and Routes Maps

28. What is the validity of a PDVL, and will PDVL holders be required to go for refresher courses?

The PDVL is valid for three years from the date of issuance and PDVL holders will be required to go for refresher courses once every six years.

29. Can Skills Future Credit be used for PDVL course?

Yes.

30. Is PDVL course available in Chinese?

The PDVL course will be conducted in English.

PDVL ISSUANCE

31. How will I be notified on the issuance of my Private Hire Car Driver's Vocational Licence (PDVL)?

Applicants who have completed the PDVL course and passed the test will receive an issuance letter from LTA to collect their PDVL.

32. What must I do if my Private Hire Car Driver's Vocational Licence (PDVL) is lost?

You are required to make a police report immediately and apply for a duplicate licence at LTA, 10 Sing Ming Drive with the following documents:

- Original NRIC (Original Passport – if NRIC is not available);
- Valid Class 3/3A/3C/3CA Singapore Driving Licence; and
- Original police report stating the loss of the PDVL licence

Please approach the Reception Counter at Level 1 for assistance. You will need to make a payment of \$10 (excluding GST) for the replacement of the licence.

33. My Private Hire Car Driver's Vocational Licence (PDVL) is damaged. How do I apply for a replacement:

LTA will issue replacement PDVL photo-cards if the existing photo-card is defaced, damaged or lost. To obtain a replacement licence, you are required to come personally to LTA, 10 Sin Ming Drive, with the following documents:

- Original NRIC (Original Passport – if NRIC is not available);
- Valid Class 3/3A/3C/3CA Singapore Driving Licence; and
- The existing PDVL Licence photo-card (for damaged and defaced photo-cards).

Please approach the Reception Counter at Level 1 for assistance. You will need to make a payment of \$10 (excluding GST) for the replacement of the licence.

PDVL GENERAL QUERIES

34. During transition period, how does LTA enforcement officers recognise drivers who are on transition?

For the transition period, LTA will issue In-Principle Approval Letter (IPA) or Approval-to-Drive Letter (ATD) to PHC drivers who registered before the 30 June 2017. These PHC drivers may show the enforcement officers this letter.

**35. PHC owners can only check physical VL card for proof of PDVL validity?
Possible to perform online checks on PDVL validity?**

Yes. An online portal has been provided for checking of PDVL validity via the Onemotoring website.

PHC ON DECAL IMPLEMENTATION

36. Would it be permanent decals?

The decals would be required to be displayed permanently as long as the vehicle is registered as a chauffeur-driven private hire car (i.e. under vehicle type of Z10/Z11/Z16/Z17).

37. Would the decals damage the windscreen?

We have taken into consideration and would ensure that the decals would not cause damage to the windscreen.

38. When the vehicle is not used for providing chauffeured services, can the decals be removed?

No. The decals are required to be displayed at all times, regardless of usage of vehicle.

39. Has LTA considered that the decal requirement will impact part-time PHC drivers who are doing chauffeured services without their employers' knowledge?

Drivers providing chauffeured services would have to consider how the new PDVL and PHC regulations will impact them and make adjustments to adapt to the new regulations.

40. Will the vehicle owner be held responsible if the hirer removes the decal?

The vehicle owner has the responsibility to ensure that the decals are affixed and the PHCs are not made available for lease if the decals are altered, defaced, covered, obscured or removed.

In the event that the driver is found to provide chauffeured services without the decals, the onus is on the vehicle owner to prove that the vehicle did have the decals before leasing out to the hirer and he has not caused or permitted the driver to remove them. Hence it is advisable for vehicle owners to include rules governing decals as part of contractual agreements with hirers.

41. What is the cost of affixing the decal?

The cost for obtaining and affixing a pair of tamper-evident decals at LTA's authorised inspection centres will be \$20 (including GST).

42. Are the decals to be affixed inside or outside the vehicle?

The decals would be affixed from inside the vehicle.

43. Is there a serial number on the decal? If yes, is the serial number matched to the vehicle number?

Yes, each vehicle will be affixed with a pair of decals bearing matching serial numbers and this number will be matched to the vehicle number.

44. Would there be an expiry date for the decal?

No. The decals would be permanently displayed as long as the vehicle is registered as a chauffeur-driven private hire car (i.e. Z10/Z11/Z16/Z17).

45. Would the decal be inspected during the vehicle periodic inspection?

From 1 July 2017, the decals will be part of the statutory requirements to be inspected together with the existing periodic inspection as part of the existing vehicle inspection regime.

46. What is the cost for inspection of the decals?

LTA's Authorised Inspection Centres will charge an additional \$10.70 (including GST) for the decal inspection.

47. What is the penalty for failing to display the decal?

The vehicle owner could face a fine of up to \$1,000, or a jail term not exceeding 3 months, or both. The driver could be subject to a fine of \$500 and 21 demerit points under the Vocational Licence Point System.

48. If the vehicle is due for scrap, can the decal be transferred to the new replacement vehicle?

Only PHCs registered on or before 28 February 2017 will be issued with the free decals.

49. Are there changes to PHC inspection regime?

Currently, there is no plan to revise the PHC inspection regime.

50. If due to windscreen crack, can decal be replaced for free?

Replacement of the decals can only be done at the Authorised Inspection Centres at a cost of \$20 (including GST).

51. After 1 July, where does the vehicle owner go to for replacement of damaged decals?

Vehicle owners may proceed to any of the LTA's Authorised Inspection Centres ie VICOM/STA/JIC for replacement of decals. The replacement will cost \$20 (including GST).

52. For newly registered PHCs, what is the lead time given to affix decals?

LTA will give 3 days' grace period.

53. If vehicle is sold or scrapped, need to inform LTA for return of decal?

The vehicle owner will be required to dispose of the decals in an appropriate manner as specified by LTA.

54. Will vehicles be impounded if caught plying without decals?

No.

55. Can the decals be affixed on vehicles other than a chauffeur-driven private hire car (PHC)?

It is an offence to affix the decals on any vehicles that are not a chauffeured private hire car (i.e., Z10/11/16/17). It is also an offence to affix forged/fake decals on any vehicles.

Motorist should also note that the decals are not transferable amongst vehicles and hence, should not be transferred from a chauffeured PHC to any other cars, whether they are chauffeured PHCs or not.

56. Would commuters be able to check from LTA's website if the vehicle is a private hire car?

An online portal has been provided via the Onemotoring website for checking of private hire cars.