



## New Hampshire Wing NEW HAMPSHIRE WING, CIVIL AIR PATROL

UNITED STATES AIR FORCE AUXILIARY  
51 Airport Road  
Concord, New Hampshire 03301

### Driver Evaluation

#### Procedures and guidelines for Evaluators

Evaluator can use any route of choice but all requirements must be met and recorded.

All tasks must be completed without interaction of evaluator. The evaluator is not teaching just observing. It is advised that the member review the requirements prior to be evaluated and is permitted to review this document. If at any time there is a question of safety caused by the member being evaluated the evaluator must stop the evaluation and the member will fail.

The tasks do not have to be completed on the same day but all tasks must be completed before forwarded for processing. If a member fails a task he/she may be re-evaluated at a later date (not on the same day) for that task only. Failure of three or more tasks in one day will result in failure of entire evaluation and the member will have to take the entire evaluation over again no earlier than one month from the date of failure. Failure a second time of any task will result in the entire evaluation to be completed no earlier than one month from the date of failure. Failure of the entire evaluation twice will result in the member not being able to apply again for six months from the second failure date. **ALL FAILURES MUST BE RECORDED**

With the completion of this evaluation the evaluator will recommend the type of vehicles that the member will be permitted to drive. The member need not be evaluated on the 15 passenger to receive endorsement but must at least use one of the 12 passenger Vans. If recommend by the evaluator the CAP Drivers license will be annotated with No restriction on the reverse side of the license or it may contain the restriction if any.

#### **Process:**

Fill out entire top portion of the form

#### **Tasks**

##### **Vehicle inspection:** member must:

- Properly complete a vehicle inspection
- Complete the inspection report for the vehicle

##### **Safety Check:** member must:

- Ensure seat belts of all are secured
- Adjust seat, mirrors for comfort

##### **Drive on Open Road:** member must:

Drive on an active road  
Drive on an active highway

**Enter Highway on Ramp:** member must:  
Safely enter/merge onto major highway

**Exit Highway off Ramp:** member must:  
Safely exit from a major highway

**Right Turn into busy traffic:** member must:  
Safely make a right turn onto a busy street from an intersection.

**Left Turn into busy traffic:** member must:  
Safely make a left turn onto a busy street from an intersection.

**Back around corner (right side):** member must:  
Demonstrate the ability to back around a corner after passing the intersection or driveway. In backing around the corner the member must keep the vehicle in the right lane of the street or parking area backing into. The member is not to back into the center of the road or parking area.  
Note: The member may have two attempts to get this right without failing

**Back around a corner (Left Side):** member must:  
Demonstrate the ability to back around a corner after passing the intersection or driveway. In backing around the corner the member must keep the vehicle in the right lane of the street or parking area backing into. The member is not to back into the center of the road or parking area.  
Note: The member may have two attempts to get this right without failing

**Back into a parking spot:** member must:  
Demonstrate the ability to back into a marked parking spot without touching the lines or if cones are used not hitting the cones.  
Note: The member may have three attempts to get this right without failing

**Park on the Side of a busy road:** member must:  
Must correctly pull over and park on the side of a busy roadway  
Evaluator will ask the member what the proper procedures are when pulled over  
Query member for Safety procedures when pulled over  
Safety officer for vehicle  
Flashers

Final portion of the form is completed by the evaluator. This is the evaluator's recommendation for the issuance of a CAP driver's license. Enter a check mark or X if it is recommended that the member should be able to drive all CAP vehicles or enter a check mark or X if the member should be restricted and enter what the restriction is.

**Example 1:**

**Recommendation**

**Vehicle classification:**  All Vehicles  Restricted: member can not drive the 15 passenger VAN all other vehicles are OK

**Evaluators Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

**Example 2:**

**Recommendation**

**Vehicle classification:**  All Vehicles  Restricted: No restrictions

**Evaluators Signature** \_\_\_\_\_ **Date** \_\_\_\_\_