

DRIVER INFORMATION— 'HOW TO GET A LOG IN'





All drivers on the database showing to hold a valid license were issued Driver ID's earlier in the year. However many are reporting misplacing or not receiving them, here is how you can have one re-issued to you.

Method 1

Electronic Licence Check - Fill out the D796 form (search 'D796' on Connect) and follow instructions on form to submit to Licence Bureau.

Your licence check will be carried out automatically for you for the next 3 years.

Method 2

View My Licence - If you are uncomfortable providing data to a third party company then you can carry out a "View My Licence Check". A self declaration check is no longer valid. To do this, the driver should log on to https://www.gov.uk/view-driving-licence, enter details to generate a code, this should then be emailed to their Line Manager along with the link.

The Line Manager will then need to take a screen print and submit it to <u>VSWSELCad-min@networkrail.co.uk</u> (Including drivers employee number). The team will then issue relevant VSWS Driver ID Pack(s).

This licence check will need to be manually repeated every six months.

Who will receive a log in?

We are only authorised to issue Driver IDs to drivers NR email addresses or their address information contained within the Oracle System.

<u>Contractors</u> can therefore only obtain Driver ID packs providing the above is complete.

Contact Email Addresses

Driver ID Questions/log in requests VSWSELCadmin@networkrail.co.uk

Forgotten Passwords

VSWSPasswordReset@networkrail.co.uk

Speed Anomalies on TomTom nrsupport@traffiloguk.com

Arrange a service call nrsupport@traffiloguk.com

Arrange fitment of VSWS VSWS@networkrail.co.uk