

Correct as at 7th June 2026. It may be superseded at any time.

Extract taken from: PRS & QMS > PRS: Light vehicle repair certification > Master records

## Master records

This page contain the master record documents for the performance review system (PRS), not the quality management system (QMS). **Do not use these documents if you operate under the QMS.**

<a href="#"><u>Electronic scoring sheet</u></a>
<a href="#"><u>Scoring sheet (manually complete)</u></a>
<a href="#"><u>Training record</u></a>
<a href="#"><u>Complaints record</u></a>
<a href="#"><u>Technical information record</u></a>
<a href="#"><u>Staff record</u></a>
<a href="#"><u>Induction record</u></a>
<a href="#"><u>Improvement record</u></a>
<a href="#"><u>Equipment record</u></a>
<a href="#"><u>Delegation record</u></a>
<a href="#"><u>Controlled documents record</u></a>
<a href="#"><u>Notification of lost or stolen controlled documents</u></a>
<a href="#"><u>Notification of vehicle inspector transfer</u></a>

The documents above are editable PDFs which use features available in Adobe Reader 8 or later,  
or equivalent ([Adobe Reader](#)).