



معهد الشارقة للسياقة  
Sharjah Driving Institute



الدائرة العامة للشرطة الشارقة  
Sharjah Police Headquarters

# Basics of Driving





**Sharjah Police Headquarters  
Vehicles & Drivers Licensing Department  
Sharjah Driving Institute**



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# **Basics of Driving**

Fourth Edition 2021





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## Introduction

Efforts of all those working in the traffic field are focused on improving and modernizing traffic programs with a view to grooming a motorist having the ability to handle his vehicle and the road in a proper and safe manner. Catching up with latest traffic developments, we at Sharjah Driving Institute spare no effort to improve our training system with its two parts: practical and theory.

With this end in view, we have compiled the most important traffic information in this traffic manual. Our manual embodies the latest training and driving information in the world, and hopefully it will be useful for driving trainees.

Our constant objective is to groom highly qualified motorists in terms of dealing with vehicle road and traffic rules.

We hope that our sincere efforts in compiling this manual are crowned with success and that all motorists find it useful in improving their driving skills a matter that will conduce to realizing traffic safety to all road users. Let our motto constantly be: working together to reduce traffic accidents.



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# Preparation before driving



# Part 1

### 1.3.1 The main causes of fatigue

There is only one way to prevent fatigue, and that is to get enough sleep.

Eight hours sleep is generally recognized as an average and normal need. If you get much less than this you will suffer fatigue. You will feel tired during the day but you will feel much worse at night

### 1.3.2 What are the warning signs of driver fatigue?

There are a number of warning signs to indicate that you are becoming too tired to drive safely. Some of the warning signs are:

- You keep yawning;
- Your eyes feel sore or heavy;
- You start daydreaming and not concentrating on your driving;
- Your vehicle wanders over the road;
- You start hallucinating;
- Your reactions seem slow; or
- Your driving speed increases or decreases unintentionally.

Be honest with yourself. If you have any of these warning signs while you are driving, stop immediately and take a break.

### 1.3.3 Ways to reduce driver fatigue

Here are some tips to help you keep alert at the wheel:

- Get plenty of sleep before you start driving on long trips;
- Provide adequate time for sleep, rest and food during long trips;
- Take regular breaks (at least every two hours) to walk and have a stretch;
- Get fresh air into your vehicle (smoke and stale air can contribute to drowsiness); and
- Learn to recognize the signs of sleepiness and stop as soon as possible for a short break.

Once fatigue sets in, there is nothing you can do about it except stop immediately and take a break or a nap.

## 1.1 Preparation before driving

Myth: Drivers believe they can gain all the possible knowledge about driving with the experience.

Fact: There are many unclosed facts and theories that cannot be known even after having extensive road experience.

For many drivers driving means reaching their destination, how not, many people are concern about it. What matters to most of drivers is to cover distance as soon as possible. Every day we grab car keys, get in to our vehicles and start off. Have we ever thought to plan our journey before we set off ?.. Usually we don't. And therefore we face unavoidable consequences. There are certain rules and regulation applied to make our journey safe and it starts moment you plan to go out till you get off your vehicle.

## 1.2 Safe and Responsible Driving

A combination of knowledge, skill and attitude is required to be a safe driver. To begin, you must know the traffic laws and driving practices that help traffic move safely. Breaking these «rules of the road» is the major cause of collisions.

If you break a traffic law, you may be fined, sent to jail or lose your driver's licence. But you need to do more than just obey the rules. You must care about the safety of others on the road. Everyone is responsible for avoiding collisions.

Because drivers have to cooperate to keep traffic moving safely, and you must be courteous. Courteous driving means giving other drivers space to change lanes, not cutting them off and signalling your turns and lane changes properly

## 1.3 Driver Fatigue

Driver fatigue (driving when you are tired) is a major road safety hazard. The risk of serious injury to a driver, passengers or the occupants of other vehicles in this type of accident is very high. Fatigue is a common term that refers to mental and physical tiredness. Fatigue causes loss of alertness, drowsiness, poor judgment, slower reactions, reduced driving skill and may cause you to fall asleep at the wheel

## 1.4.2 Parts and function of controls

### Front view



### Rear view



## 1.4 Getting Ready To Drive

As a good driver we should be well aware of all controls and instruments and how they work. Instrument panel provides all the important information about the system of the vehicle (fuel gauge, temperature gauge, voltage gauge, etc.) and shows the maximum and minimum levels. Warning lights warn drivers of possible serious problems what normally cannot be noticed or known easily levers and knobs are provided to operate systems like light, air conditioner, radio, wipers etc.

### 1.4.1 Know your vehicle

It is very essential to know your vehicle before driving. We not only see model of vehicles changing frequently but function equipped in also varies from vehicle to vehicle including fuel ignition systems, anti-lock braking systems, automatic controls etc... and it is essential for a car owners to be familiar with all the controls and functions. Vehicle owner's manual can provide all major information about vehicles to keep it well maintained and road worthy. Information's provided in the manual are highly recommended by the car manufacturers.

**Myth:** Generally all the vehicles are same.

**Fact:** Vehicles come in different sizes and weights .controls and functions vary from vehicle to vehicle which should be known by all the drivers.

**Clutch and brake fluid-** top up with recommended grade for performance.



**Battery water-** top up with distilled water.



**Windscreen washer-** top up with clean water.



**Coolant reservoir-** top up with recommended ratio of coolant and water mixture or clean water.



**Radiator cap-** do not open when engine is hot- the hot coolant may spurt out and scald you.



**Engine oil filler cap-** unscrew cap to top up engine oil.



**Use the dipstick- to check engine oil level.**

1. Pull out dipstick and wipe away oil film.
2. Reinsert dipstick all way back into engine.
3. Pull out again, oil film on dipstick should be between upper and lower mark.



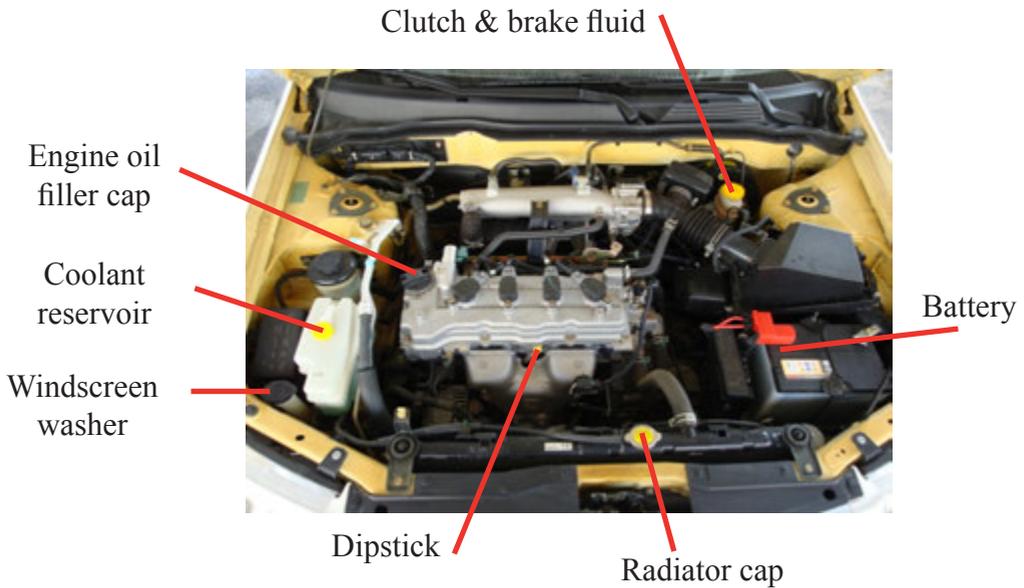
## Regularly perform simple basic checks on the vehicle



Pull lever to unlock bonnet.  
The bonnet will open slightly



To open bonnet-push safely latch  
lever to right & lift bonnet up



## Fluid checks

Always lookout for fluid on the ground (leakage) under the engine compartment before driving off. Check all fluid level (when cold) weekly and ensure level is between the UPPER / LOWER or MAX / MIN levels indicated on the outside of the fluid containers. Top up if level is low-

**DO NOT TOP UP BEYOND UPPER/MAX LEVEL**

## 1.4.4 Getting in / out of vehicle

### Getting in safely

The safest way to get into the car is to walk facing the flow of traffic, towards the driver's door

Stop in front of vehicle and look out for approaching vehicles before proceeding.

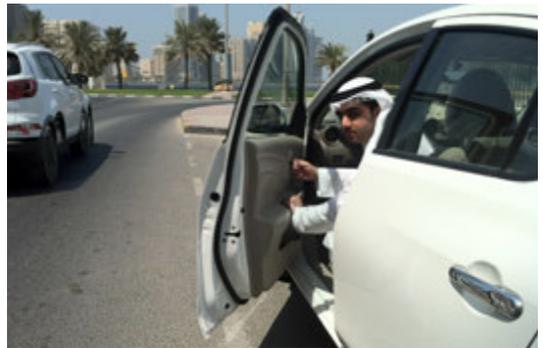
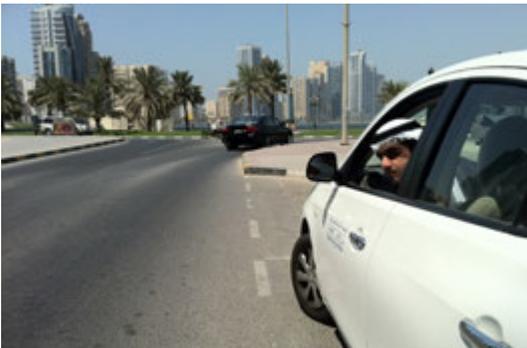


Walk close to the side of vehicle, open door just wide enough to get in.

### Getting out safely

Check rear view mirror and look over shoulder for approaching vehicles or pedestrians.

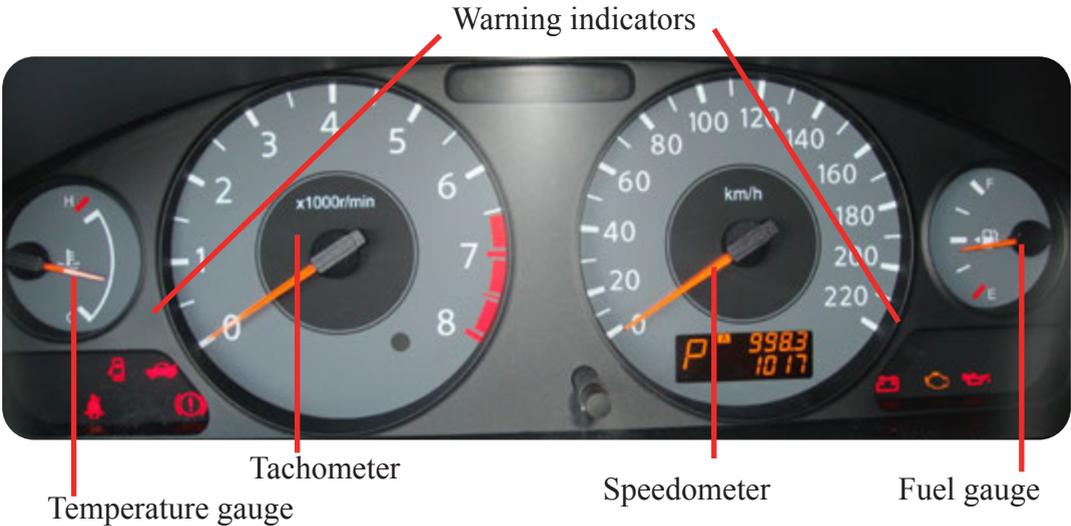
Open doors slightly to indicate intention, at the same time re-confirm safety.



Open door just wide enough to get out swiftly.

### 1.4.3 The instrument panel

The meters and gauges provide driver with vital information of the vehicle. a quick glance at the panel occasionally while driving is sufficient -do not stare, taking your attention off the road is dangerous.



**SPEEDOMETER** - Indicates the speed at which you are traveling

**TACHOMETER** - indicates the number of engine revolutions per minute.

**FUEL GAUGE**- the pointer indicates the amount of fuel in the fuel tank.

**TEMPERATURE GAUGE** - The pointer of the gauge will move from C to H as the temperature of the engine rises. If the pointer swings beyond the normal range, it means that the engine is over-heating.

**WARNING INDICATORS** - Under normal circumstances all warning indicators will light up when engine is started and go 'off' after a few seconds.



Empty fuel tank warning light



High beam indicator



Doors warning light



Engine check light



Battery warning light



Oil pressure light



Seat belt reminder light



Brake fluid low, system faulty (if handbrake is fully released)

## 1.4.6 Driving posture and seat adjustment

Poor driving posture reduces driver's ability to assume full control of the vehicle, and may lead to driver fatigue and cause accidents.

### Seat Adjustment



Hold steering wheel from your Right hand. Lift adjustment lever under front left side of the seat with left hand slide seat forward/ backward.



Knees should be slightly bent when clutch pedal is fully depressed

### Backrest



Holding steering wheel from your right hand, lift adjustment lever on the left side of the seat with left hand. Lean seat forward or backward using your body.



Leaning against backrest, arms should be slightly bent when holding steering wheel.

## 1.4.5 The controls

Look around and find:



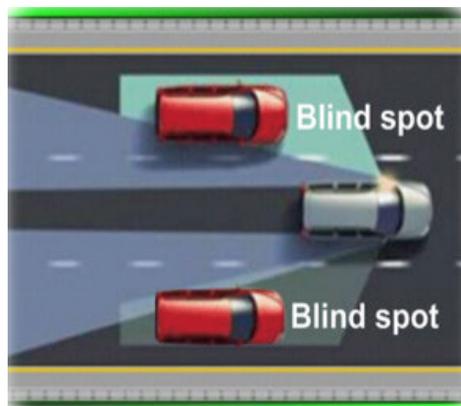
Exterior rear view mirrors – adjust the rear view mirrors so that you can just see the tip of your door handle in the lower edge of the mirror.



To check that all mirrors are in the correct position, let a vehicle pass you on the left. As it passes out of your vision in the interior mirror, its front bumper should appear in your exterior mirror.

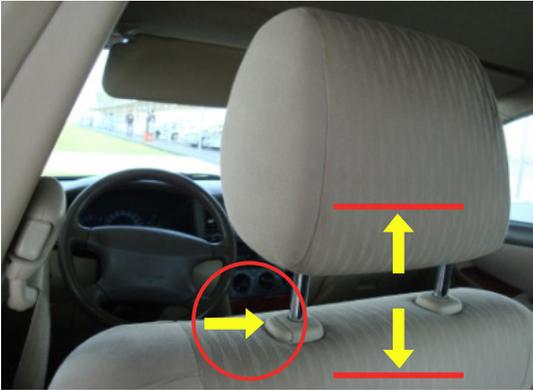


Area on both side of the vehicle which is not even covered with the help of mirrors is called BLIND SPOT.



In the above graphic, the red cars are on the blind spot area of the silver car. The green areas in the above graphic shows the blind spots of the silver car

## Headrest



Head restraint is to minimize neck injury during an accident. Lift to raise restraint. Depressing lock at the base and push restraint down to lower.



The middle of the head restraint should form a straight line with your ear and eye. (Do not lean on head restraint when driving).

## 1.4.7 Adjustment and use of mirror

### Mirrors

Mirrors are generally provide to view those areas (rear and sides) which normally cannot be viewed when looking in front while driving. In spite mirrors are providing maximum view of rear and side, we still experience some parts at rear edges not covered. We actually need to turn and overlook the shoulders to conform the presence of vehicles.

Make sure that your interior and exterior rear view mirrors are correctly adjusted.

The following are tips for adjusting your mirrors

Interior rear view mirror – adjust the mirror so to have maximum view from the center of rear windscreen.



### 1.5.2 Why you should wear a seat belt?

Wearing a seat belt will protect you from being thrown about in the driver/passenger compartment – hitting parts of the car, other occupants or being thrown from the vehicle

Although some people are safer drivers than others, all drivers run the risk of being involved in an accident. People who drink, drive fast, are tired, discourteous or inexperienced, have a higher risk of having an accident. You never know when you may encounter a dangerous or careless driver – so don't take a chance, always wear your seat belt.

### 1.5.3 Who must wear a seat belt?

By law, all drivers and passengers must wear seat belts if they are fitted in the vehicle.

Seat belts are designed to be used by only one person at a time. 'Doubling up' – fastening a seat belt around two people – is both illegal and unsafe.

Seat belts work just as well in the back seat.

You must wear a seat belt when sitting in the back seat. If you don't and the vehicle you are traveling in is involved in an accident, you may hit some part of the vehicle or other people in the car.

Children need protection too.

Children and babies who are not restrained can be injured when the driver has to brake hard. An adult's lap is not safe enough for a child when there is an accident. Even if the child is small, an adult will not be able to hold onto the child in the event of an accident. Children under 12 months must wear a suitable child restraint. Children over one year old may use a seat belt however, a suitable child restraint is recommended. Before you purchase or install a child restraint, make sure it complies with U.A.E Standards.

## 1.5 Seat Belts

Seat belts save lives. Always wear one!

### 1.5.1 How do seat belts work in an accident?

There are two types of collision in any road accident:



The car collision is the first collision. The car hits something and then comes to a stop. The part of the vehicle that receives the first impact of the collision stops immediately. In most cases, the engine bay or the boot absorbs some of the impact. The driver/ passenger compartment sometimes remains comparatively undamaged



The human collision is the second and more dangerous collision. In this collision, occupants are thrown about inside the car, or even out of the car. If you are not restrained by a seat belt, you will keep moving inside the car if it comes to a sudden stop. If you are traveling at 100 km/h on impact, your body will still be moving at that speed after the collision.

If you are not wearing a seat belt, you will hit some part of the car or the other People in the car. The higher the speed, the greater the force with which you will be Thrown around inside the car or out of the car.

It is the human collision that injures and kills people.

Seat belts can help prevent injury and death.

## 1.6 Gear Lever

The gear lever helps you to control the speed and power of the vehicle. The gears can also be used to change the movement of the vehicle (forward or backward)

### 1.6.1 Manual gear



To shift gears and accelerate smoothly, good coordination of the clutch and accelerator pedals is required. The clutch and accelerator pedals should move in the opposite directions at the same time.

Before engaging a gear: Release the accelerator pedal and depress the clutch pedal simultaneously.

After engaging a gear: Depress accelerator pedal and release the clutch pedal simultaneously.

Warning! Never use a rear-facing child car seat in the front seat if there is an active air bag unless the air bag is turned off. Infants can be killed or seriously injured if the air bag hits the back of their car seat.



With or without airbags, the safest place for kids is in the back seat!



#### 1.5.4 What should I do if my seat belt is in poor condition?

It is not only illegal; it is also unsafe to have a worn, frayed, faded or damaged seat belt. You must have it replaced.

Never ride in the back of a utility or panel van.

It is illegal to ride in the back of a utility or other 'open load' space. If you are traveling in the open load space of a utility or in the back of a panel van you face a greater risk of serious injury or death, particularly if there is an accident or if you fall out of the vehicle. And it is illegal to carry any passengers in the tray of utilities or open load space of any vehicle, even if it has a roll-over protection device fitted.

## 1.6.2 Driving an automatic car

The advantage what a person has while driving an automatic car is that there is no clutch in it, and you have no hassle of up shifting or down shifting of the gears (it does automatically).

To drive an automatic car use only your right leg (foot) never even try to use your left leg (foot) it could be very dangerous.

The gear selector panel in automatic car looks like as shown in the (Diagram).



**P** **Park to** keep vehicle stationary. Select when leaving vehicle, turning off and starting

**R** **Reverse** To move vehicle backwards.

**N** **Neutral** No gear is selected. Select to restart a stalled engine or stop briefly with the engine running.

**D** **Drive** Normal driving position, in this position vehicle will start in the first gear and automatically will shift to second and third gears according to the vehicle speed.

**2** **Second Gear** Should be selected when a higher braking power is required.

**1** **First Gear** When the selected range “1 “transmission system will be locked in the first gear and more engine power will be available



**First-** The gear giving the greatest power but lowest speed. Used for moving off, maneuvers and negotiating hazards.



**Second -** Used for slow speed situations such as roundabouts and junctions, for moving off downhill and for increasing speed after moving off.



**Third-** Used for driving uphill, through a hazard at speed and where a greater degree of power is needed than fourth will allow.



**Fourth-** Low power but the greatest speed range. Used for most driving situations at and over 60 km/h where there are no hazard to negotiate.



**Fifth -** Lowest power, highest speed. Used for high speed cruising on dual carriageways, motorways and other such open roads.



**Neutral -**Disengages the engine from the wheels.



**Reverse -**A high powered gear used for driving the vehicle backwards.

# Part 2

When you want to shift gear selector lever from “P “to any driving position or from any driving position to “R “hold the vehicle by the foot brake. Never try to move the selector lever in to “P “or “R “position when the vehicle is moving.

The gear selector lever of an automatic car has a lock release button to prevent missing shifting to the gears, press this button to avoid unnecessary mechanical damage to the transmission system.

### 1.6.3 Reversing

Take extra care and move slowly when reversing your vehicle. Before you begin, check that the way is clear behind you. Be especially careful to look for children and cyclists.





# International Traffic Signs





U-Turn



Cross Junction  
(4 ways Stop)



T-Junction



Side Road



Staggered  
Junctions



Merging traffic  
from left



Merging traffic  
from right



Road works



Two way traffic  
ahead



Two way traffic  
across one-way



Road Narrows  
from left



Road Narrows  
from right



Road Narrows  
on both sides



Dual-carriageway



Humps



Dip



Diversion



Right carriageway  
closed



Steep downward  
slope



Steep upward  
slope



Stop sign  
ahead



Give Way  
sign ahead



Intersection ahead (slow  
down and prepare to stop)



Right lane ends  
ahead



2 right-hand lanes closed  
ahead (left if symbol is  
reversed)



Maximum headroom  
at hazard ahead

## 2.1 Traffic control devices

Traffic control devices are design to control the traffic on the road. There are main four sources through which traffic is controlled. These traffic control devices are used as a source of communication between drivers and road users. And a driver should be well aware of these devices to follow rules and regulations. The four traf- fic control devices are:

- 2.1.1 Traffic signs
- 2.1.2 Traffic signal / lights
- 2.1.3 Road marking
- 2.1.4 Traffic policeman

### 2.1.1 Traffic Signs

Traffic signs are placed on road to assist drivers with knowledge required for safe driving. These traffic signs boards are equipped on the road in different shapes and colours to easily identify the purpose.

Traffic signs are mainly divided in three shapes and categories. They are:

- Warning Signs
- Regulatory signs
- Information and direction Signs
- Signs and devices for road works and special purposes

### Warning Signs

These signs warn of dangerous or unusual conditions ahead such as a curve, turn, dip or side road. The standard shape for warning signs in U.A.E is a red triangle.and has a white background with black symbols.

Here are some common warning signs:



Other dangers  
(Caution)



Right bend



Double bend



Roundabout

## Regulatory signs

This section contains various signs that provide regulation. In U.A.E, the standard shape for most regulatory signs is a circle. A red circle indicates something is prohibited, while a blue circle indicates something is required.

## Mandatory Signs

These are compulsory signs. It is an offence to disobey them.



Turn right



Turn left



Straight ahead only



Turn right ahead



Turn left ahead



Straight ahead or right only



Pass on the right



Turn right or left only



For cyclists only



For Pedestrians



For Buses only



Minimum speed



Roundabout



Stop



Give way



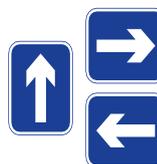
Give way



You must give way to pedestrians



Give way to cyclists



You must go this way



Tram only



Slippery Road



Loose Gravel



Falling Rocks



Tunnel



Opening Bridge



River Bank



Cross wind



Traffic Lights



Cyclists Crossing



Pedestrian Crossing



Children



Air Field



Level crossing with Gates



High Voltage overhead cable



Animals



Wild animals



Level crossing without Gates



Count down Markers (300 m)



Count down Markers (200 m)



Count down Markers (100 m)



Beware edge way soft



Tram or railway crossing ahead



Tram or railway crossing to the right



Tram or railway crossing to the left



No entry for vehicles exceeding the length indicated



Minimum following distance for trucks



No entry for motor cycle



No entry for cycles



Maximum weight limit on each Axle



No entry for trucks carrying dangerous goods



Priority for oncoming traffic



No entry for trucks



End of prohibition of overtaking for trucks



End of speed limit



No overtaking



No overtaking for trucks



No entry for tankers carrying chemicals



End of prohibition of overtaking

## Parking Control Signs



Parking is limited to the times shown



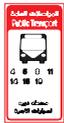
Parking area for Handicapped drivers only



You must not stop or park in the area shown by the arrow (s)



These areas are reserved for taxis stops



These areas are reserved for Bus stops



Reserved Parking for loading or unloading vehicles (commercial) as per the times shown on sign



You must not wait in the areas shown by the arrow(s) during the times shown on the sign

## Prohibitory signs

Failure to comply with these signs constitutes an offence



No Entry



No Stopping



No waiting



Taxi stand



No left turn



No right turn



Maximum permissible width



Maximum permissible Height



Maximum weight limit



Maximum speed limit



No entry for motor cars



No entry for motor cycle and cars



No entry for pedestrian



No entry for power driven vehicles



Separated track & path for pedal cycles and pedestrians



Used in temporary situations



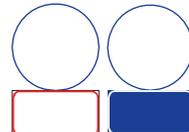
120 km/h Maximum Speed Limit  
60 km/h Minimum Speed Limit Freeway



You must not use your horn



No Hazardous materials



Qualification plate



End of motorway



Parking



Subway



Pedestrian  
Crossing



Telephone



Clinic



Hospital



Motor way



Police station



Work shop  
(garage)



Filling station



Information  
center



Cafeteria



Restaurant



Rest area



Beginning of  
residential area



End of residential  
area

## Signs and devices for road works and special purposes

These signs warn you about temporary hazards. They are used where there are road works in progress. Their purpose is to protect people working on or near the road and those traveling along it, to guard against damage to vehicles and protect the road. Pay particular attention to the signs including any speed limits that are displayed.



Road closed



End construction



Construction access



Left lane closed



Direction sign used  
at junction, curve



Road construction  
ahead

## Information and direction Signs



Emirates route emblem

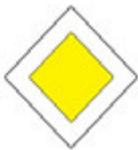


Dubai route emblem



These signs placed in square or rectangular shape providing all the information required on the road. These sign boards are found with best and simple symbol which can be easily identified to gain information about road route, particular points or area, cities etc. Sometimes different colours are used as a symbol to differentiate between different types of places...

Here are some common information and direction signs:



Priority road



End of Priority road



Priority for on going traffic gap



One way street



Road closed



High way



End of high way



Countdown Markers (300 m)



Countdown Markers (200 m)



Countdown Markers (100 m)

## Hazard Marker Signs



Hazard Plate



Hazard Maker



Single Chevron Right



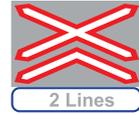
Multiple Chevron Left



T-Junction Chevron



Single tram or railway line crossing over road



Two or more tram or railway line crossing over road

## Diagrammatic Warning Signs



Right lane closure ahead



Additional lane added



Five lanes merging to four lanes



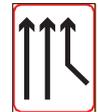
Lane use is controlled (trucks not permitted in left lane)



Lane use control directional restriction



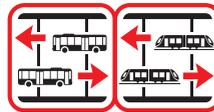
Beginning/End of Median



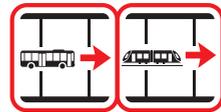
Joining Lane



Sharp curve lanes ahead



Bus or Tram route in both directions



Bus or Tram route in a single loop

## Other important traffic Signs



No turning for lorries



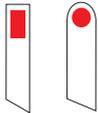
Road clear



Supplementary information signs



Parking for Diplomat Cars Only



Reflective marker posts indicating edge of carriageway



Lane ahead open



Lane ahead closed



Reduce speed now



Illegal parking (Two away zone)



Bus / Taxi Lane Begin



Bus / Taxi Lane End



variable Message Sign ( VMS )



Reduce speed



Lane directions



Slow down and drive carefully



Road works ahead



Speed at roadwork

## 2.1.2 Traffic signal / lights

Traffic lights tell drivers and pedestrians what they must do at intersections and along roads. They tell road users when to stop and go, when and how to turn and when to drive with extra caution



**RED** means 'wait'. Wait behind the stop line on the carriageway



**GREEN** means you may go on, if the way is clear. Take special care if you intend to turn left or right and give way to pedestrians who are crossing

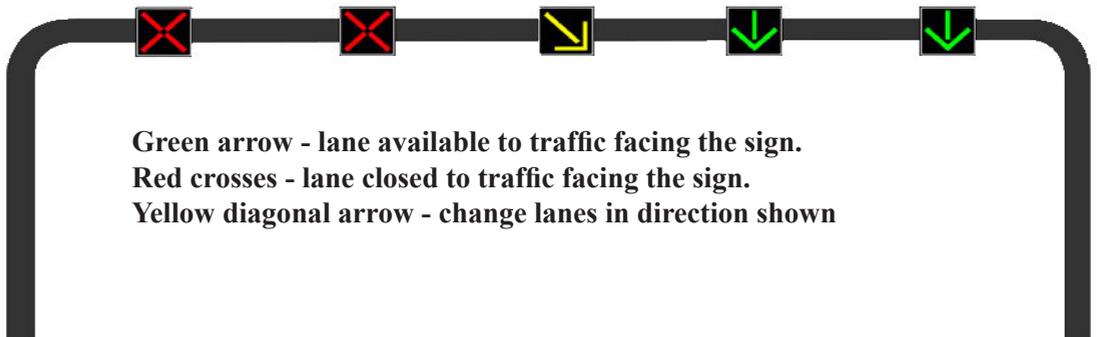


**RED and AMBER** also mean 'Stop'. Do not pass through or start until **GREEN** shows



**AMBER** means 'Stop' at the stop line You may go only if the **AMBER** appears after you have crossed the stop line or are so close to it that to pull up might cause an accident

## Lane Signals



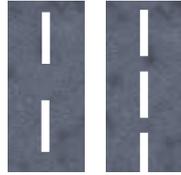
**Green arrow** - lane available to traffic facing the sign.  
**Red crosses** - lane closed to traffic facing the sign.  
**Yellow diagonal arrow** - change lanes in direction shown

### 3. Guidance Road Markings

#### Lines in the Centre of the Road



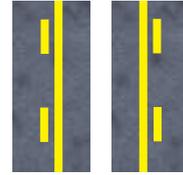
Broken Yellow Lines



Broken White Lines

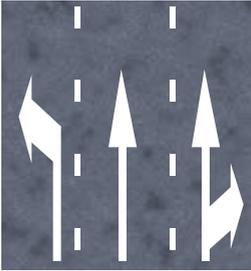


Solid Lines Single or Double



Double yellow Lines, Solid on one side and broken on the other

#### Traffic Lane Arrows and Markings



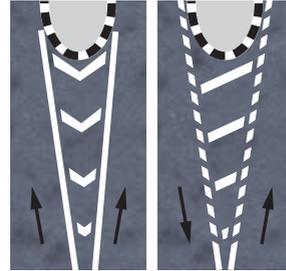
Arrows to indicate directions on approach to intersections (follow lane appropriate to your intended destination)



Arrows indicating deceleration lane ahead



Move into lane as indicated

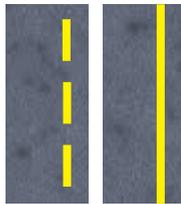


Areas to separate talk movements (avoid driving over these areas)



Keep Entrance Clear (Do not stop in front of, or near the entrance as indicated by yellow line)

#### Lines in the Edge of the Road



Edge of carriageway Markings

#### Bus Stop Marking



Bus stop on Lane

#### Traffic Lane Arrows and Markings



You must STOP



Point of no return



Allowed to Pass (in controlled manner)



Proceed to "U turn" only (in controlled manner)



Must stop in Red direction May Proceed in Green direction

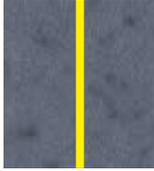


Intermittent (Yellow/Amber) Lights

# ROAD MARKINGS

## 1. Regulatory Road Markings

### No Passing Line



Continuous Longitudinal Line along the Carriageway

### Stop Line



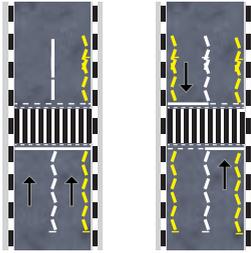
Continuous Longitudinal Line across the Carriageway

### Give Way Line



Short Intermittent Lines across the Carriageway

### Pedestrian Crossing



Pedestrian crossing on a dual-carriageway

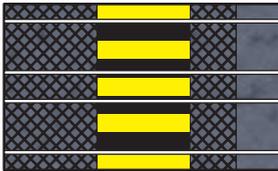
Pedestrian crossing on a single-carriageway

### Box Junctions

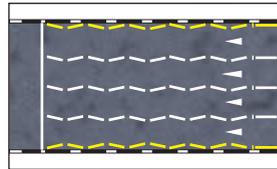


Yellow Box with diagonal squares

### Tram Markings



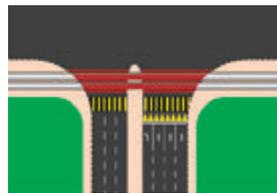
Tram Line Pedestrian Crossing



Zig-Zag Zone Line

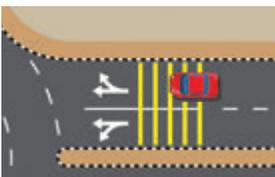


Tram Box Junction

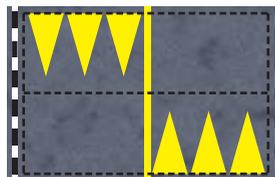


## 2. Warning Road Markings

### Rumble Strips



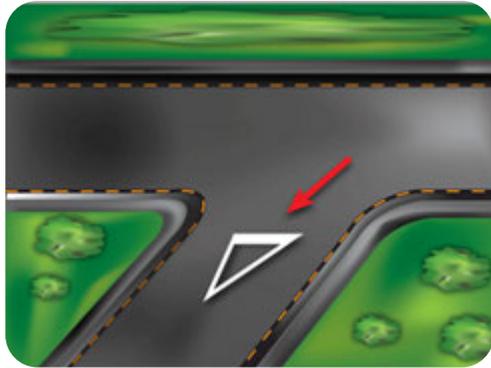
### Speed Hump Marking



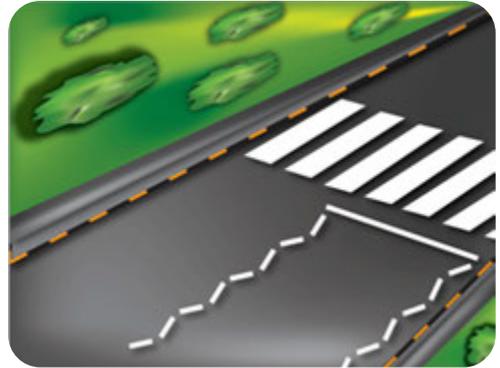
### Tram Crossing Marking



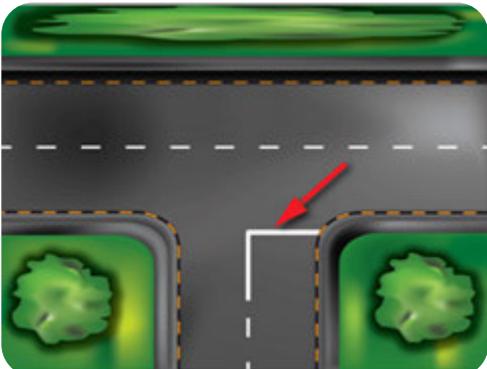
Railway or Tram Level Crossing ahead



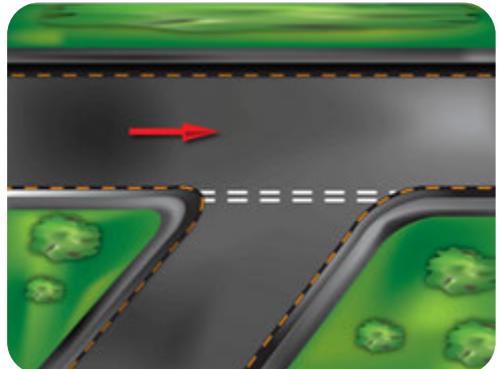
Give way triangle



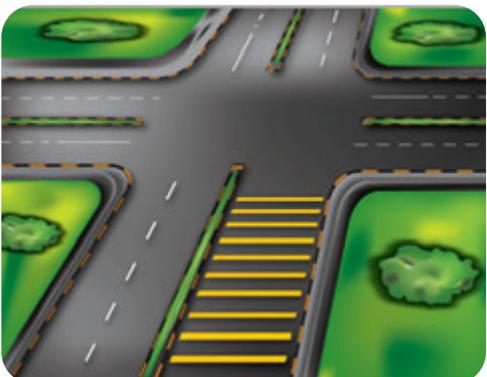
Pedestrian crossing



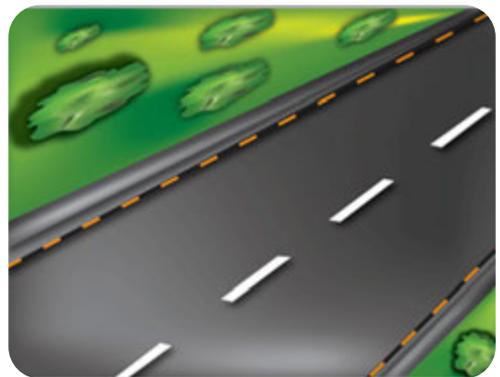
Stop line



Give way line



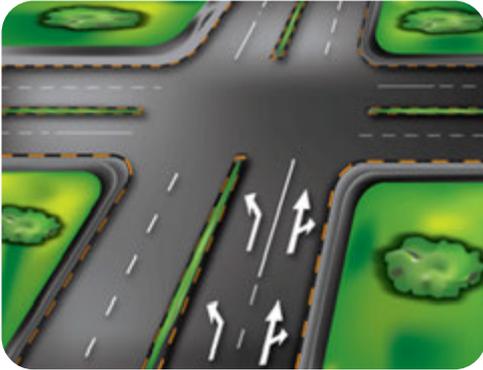
Speed breaker



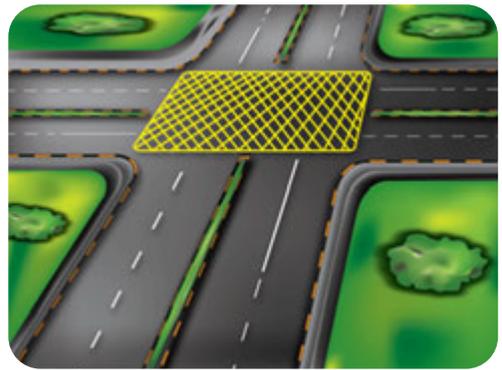
Lane line

### 2.1.3 Road Markings

Road markings combine with road signs and traffic lights to give you important information about the direction of traffic and where you may and may not travel. Road markings divide traffic lanes, show turning lanes, mark pedestrian crossings, indicate obstacles and tell you when it is not safe to pass.



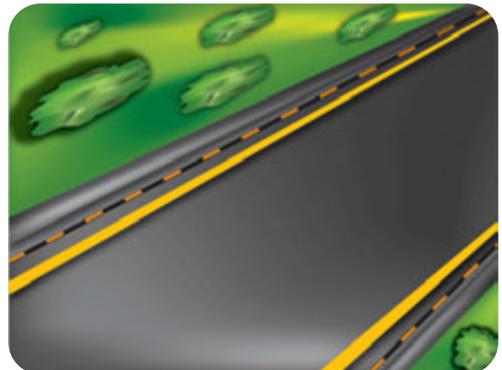
Arrow marking



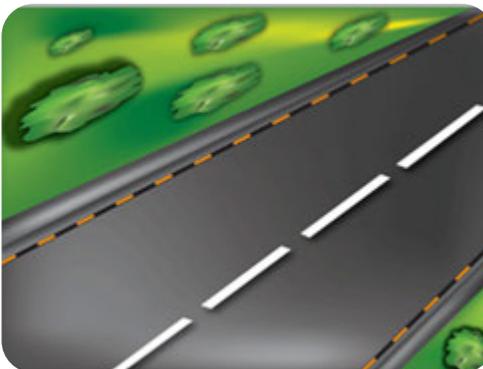
Yellow box



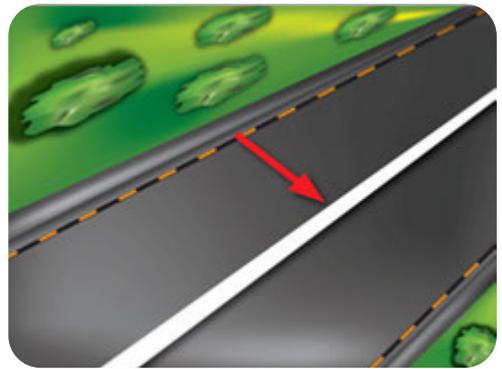
No crossing from right lane



Lines marking the edge



Lane change restriction



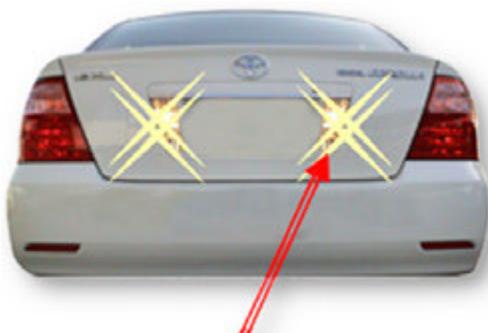
No crossing

## Brake light signals



I am applying the brakes

## Reversing light signals



I intend to reverse

The above signals should not be used except for the purposes described.

### 2.2.2 When must you indicate/signal?

You must indicate/signal your intention before:

- Moving to the right or left;
- Changing lanes;
- Pulling out from a kerb or stationary position
- Making a 'U' turn;
- Pulling out to overtake;
- Moving back after you have overtaken position a vehicle; or
- Slowing down or stopping.

### 2.1.4 Traffic policeman

When there are unusual traffic flows, or if the power is cut, a policeman or other authorized person may be on duty to ease the traffic flow. You should get into the correct lane and indicate clearly where you want to go

You must comply with the direction of a policeman or other authorized person. Their directions overrule traffic control signals and signs:



## 2.2 Indicators

Indicators are an effective way to communicate with other road users. You may be planning to stop, change lanes or turn, but unless you let other drivers know, you can cause problems to other traffic. Be consistent and considerate about using indicators/signals at the appropriate times.

### 2.2.1 Signals to other road users

#### Direction indicator signals



I intend to move in to the right or turn right or stop on the right



I intend to move out to the left or turn left

## Going straight ahead

You do not need to indicate/ signal when you are approaching a roundabout if you are going straight ahead. Unless the road markings show otherwise, approach the roundabout from either the left or right lane and drive in that lane throughout the roundabout. Indicate/signal right if practicable, as you are passing the exit before the one you wish to use. Exit in the same lane in which you entered (that is, exit in the left lane if you entered in the left lane or the right lane if you entered the roundabout in the right lane).



Going straight ahead - Single lane



Two or more lanes

## Full turn

If you are using the roundabout to make a full turn ('U' turn), that is, to turn back into the same road from which you entered the roundabout, follow the instructions for turning left.



Full turn - Single lane



Two or more lanes

Generally, take care when you drive in a roundabout, especially when you are changing lanes and leaving it.

Watch out for:

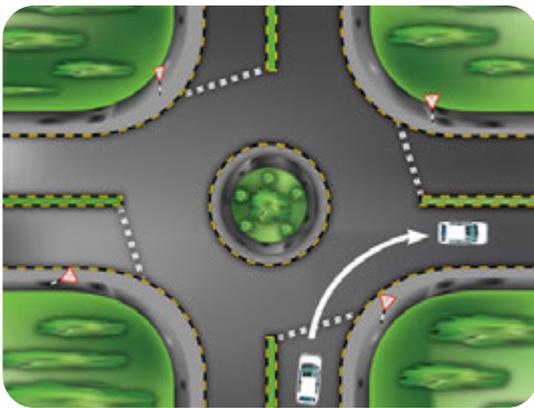
- Vehicles that are leaving the roundabout;
- Vehicles that are making a full turn; and
- Bicycles, long vehicles and motorcycles.

### 2.2.3 Indicators/signals at roundabouts

Roundabouts have several exit points. Enter a roundabout only when there is a safe gap in the traffic and no risk of an accident.

#### Turning Right

When turning right at a roundabout, approach from the right lane, indicate/signal right, stay in the right lane and exit in the right lane.



Turning right - Single lane



Two or more lanes

#### Turning Left

When turning left at a roundabout, approach from the left lane, indicate/Signal left and stay in the left lane. Indicate/signal left, if practicable, as you are passing the exit before the one you wish to use. When leaving the roundabout, exit in the left lane.



Turning left - Single lane



Two or more lanes

You will notice a line marked across the road before the intersection where there are 'STOP' signs. You must stop at the line. If for some reason you have to stop back from the 'STOP' line, you must stop again as close as you can before the line when you move forward.

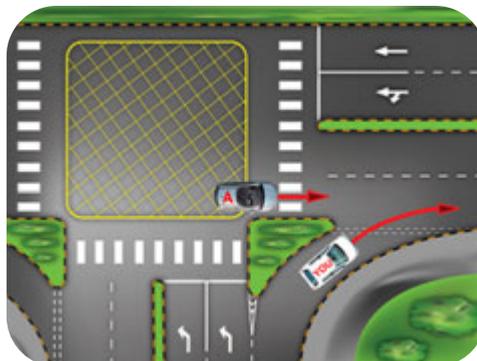
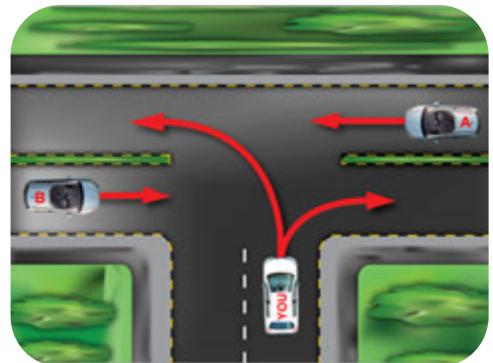
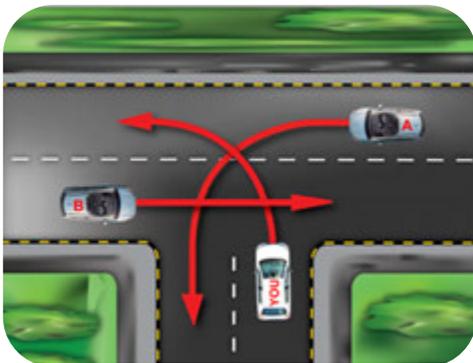
If there is no line, stop as close to the intersection as practicable but before entering it.

Give way to all traffic coming from the left or right, including turning vehicles.

When a Policeman or an authorized person is directing traffic, take your directions from that person. Their directions overrule traffic control signals and signs. If their back is towards you, you must stop your vehicle and wait for instructions before driving on.

### At a three intersection (T)

YOU must give way to Car (A) and Car (B) that are traveling on or turning from the continuing road;



## 2.3 Intersections

Intersections can be very dangerous places – so be careful.

There are different types of intersections and for each type there are rules which help to reduce the danger. Know the rules, stay alert and drive at a safe speed.

### 2.3.1 Controlled intersections

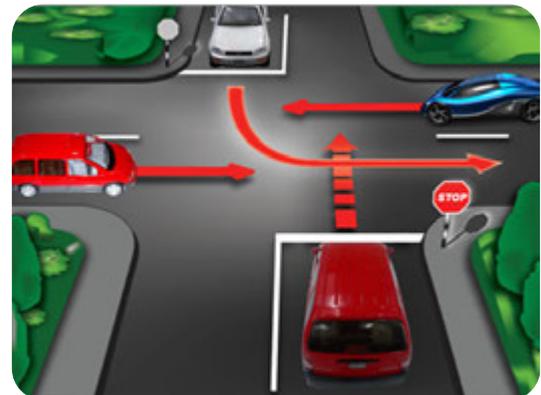
A controlled intersection is an intersection that has:

- Traffic control signals;
- A 'STOP' or 'GIVE WAY' sign;
- A roundabout; or
- A policeman or other authorized person directing traffic.

At an intersection controlled by traffic control signals be prepared to stop if the light changes to yellow or red.



At an intersection controlled by a 'GIVE WAY' sign, give way to all traffic traveling along or turning from the intersecting road.



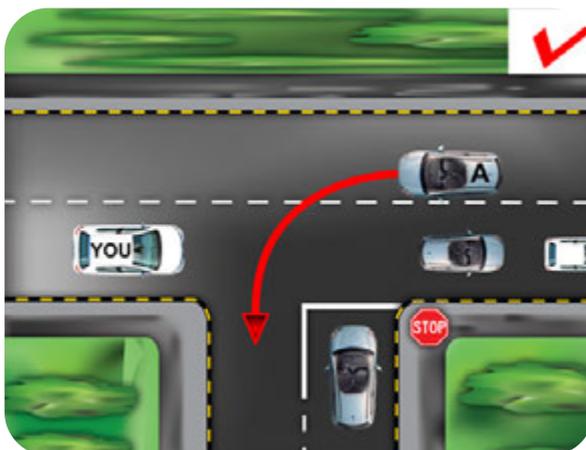
At an intersection controlled by a 'STOP' sign, you must stop your vehicle and give way to all traffic traveling along or turning from the intersecting road.

### 2.3.3 Keep intersections clear

Do not enter an intersection when a queue of traffic prevents you from fully exiting on the other side.

Stop before you enter the intersection so that you do not block crossing traffic.

In the diagram, YOU must stop before the intersection. This allows vehicles such as Car A to cross the road.



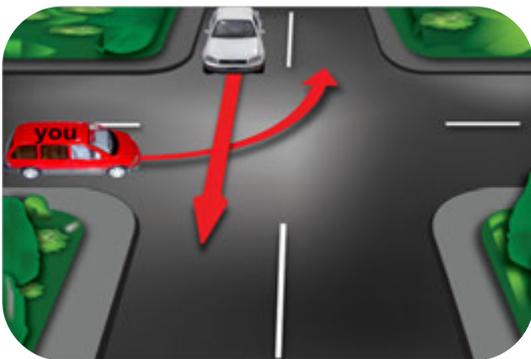
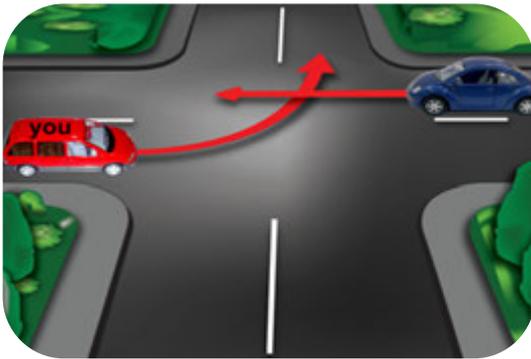
## 2.3.2 Uncontrolled intersections

Uncontrolled intersections are those without:

- Traffic control signals, a 'GIVE WAY', or 'STOP' sign,
- A policeman directing traffic.

The rules for uncontrolled intersections that help to make them safer are:

- At a four way intersection YOU must give way to the car on your left, whether you are turning or going straight ahead;



## Exiting:

- Signal: Be sure to signal your exit and watch for pedestrians.
- Maintain your lane: Stay to the left if you entered from the left lane, or stay to the right if you entered from the right lane.
- Signal intent to exit: Once you have passed the exit before the one you want, use your right-turn signal.
- Left lane exit: If exiting from the left lane, watch out for vehicles on the right that continue to circulate around the roundabout.

## Dealing with particular situations at a roundabout:

### Consider large vehicles

Allow extra room alongside large vehicles (trucks and buses). Large vehicles may have to swing wide on the approach or within the roundabout. Give them plenty of room.



### 2.3.4 Roundabouts

Take notice and act on all the information available to you, including traffic signs, traffic lights and lane markings which direct you into the correct lane.



#### Approaching a roundabout:

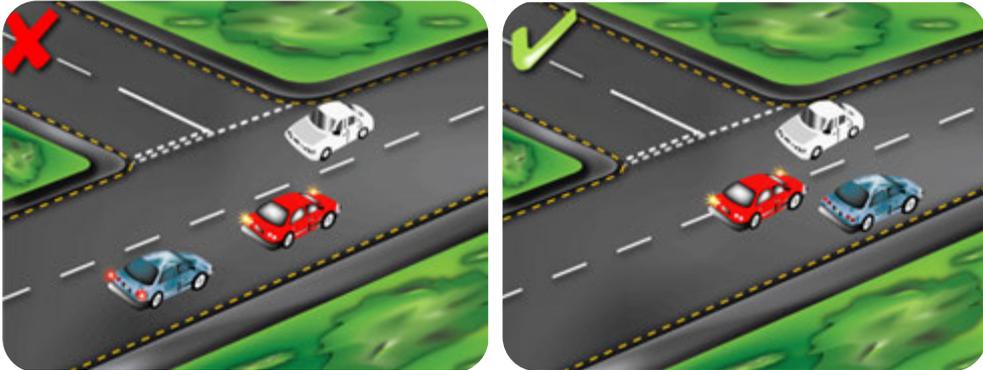
- Slow down and watch for pedestrians on the approach to the yield line at the entrance of the roundabout. Stay in your lane.

#### Entering:

- Visual checks: Do visual checks of all vehicles already in the roundabout and those waiting to enter (including cyclists).
- Look left: Traffic in the roundabout has the right-of-way. When preparing to enter the roundabout, pay special attention to the vehicles to your left. Adjust your speed or stop at the yield sign if necessary.
- Adequate gap: Watch for a safe opportunity to enter the roundabout. Enter when there is an adequate gap in the circulating traffic flow. Don't enter directly beside another vehicle already in the roundabout, as that vehicle may be exiting at the next exit.
- Travel counter-clockwise: Once in the roundabout, always keep to the right of the central island and travel in a counter-clockwise direction.
- Keep moving: Once you are in the roundabout, do not stop except to avoid a collision; you have the right-of-way over entering traffic.
- Signal: Always signal lane changes.

## 2.4.2 Turning left

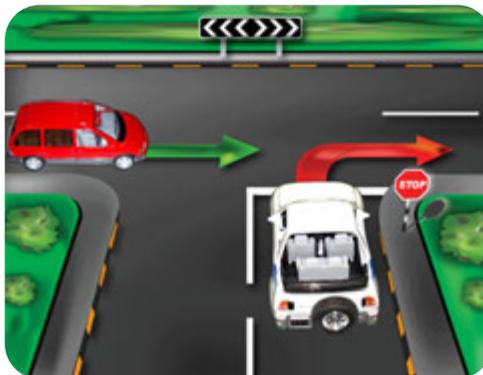
If you want to take a left turn, check the traffic behind and position your car closer to the center line of the road, Indicate in advance so that oncoming and following traffic know your intention to turn left. Reduce your speed by braking and shifting gear to lower level. Leave room for other vehicles to pass on the right, if possible.



### Position your vehicle correctly to avoid obstructing traffic

#### When turning

- Wait until there is a safe gap between you and any oncoming vehicle.
- Watch out for cyclists, motorcyclists and pedestrians.
- Check your mirrors and blind spot again to make sure you are not being overtaken, and then make the turn. Do not cut the corner.
- Take great care when turning into a main road; you will need to watch for traffic in both directions and wait for a safe gap.



Remember: Mirrors - Signal – Manoeuvre

## 2.4 Turning

Before you turn a corner, reversing back, change lanes or turn around, you need to know what is beside and behind you. Always check your mirrors and over your shoulder to make sure the way is clear and you have enough space to complete the move safely.

### 2.4.1 Turning right

Use your mirrors and give a right-turn signal well before you turn right. Do not overtake just before you turn right and watch out for traffic coming up on your right before you make the turn, especially if driving a large vehicle. Cyclists and motorcyclists in particular may be hidden from your view.



Do not cut in on cyclists

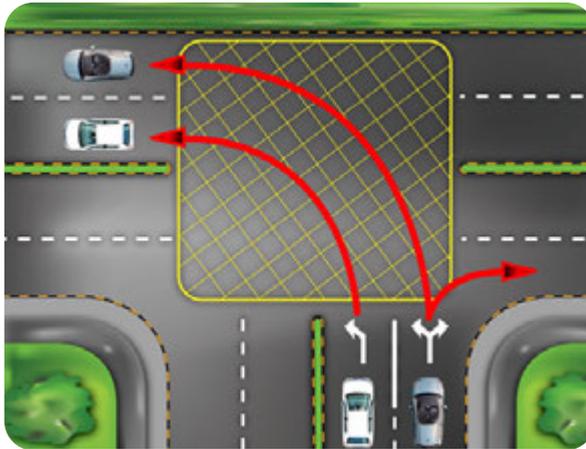
### When turning

- keep as close to the right as is safe and practical
- Give way to cyclists or pedestrians from either direction.

## 2.4.4 Turning at a multi-lane intersection

When turning at a multi-lane intersection:

- move into the correct lane early, do not change lanes at the last moment;
- do not cross unbroken lane lines (unless you are driving a vehicle 7.5 meters long or longer and you cannot turn from within a single lane);
- be in the correct position on the roadway before the intersection; and
- If you are in a lane marked with an arrow, you must go in the direction of the arrow.



Remember, turn only when you can see clearly – large vehicles such as buses, trucks and vans may block your view of approaching traffic.

## 2.5 Changing Lanes

Changing lanes is a movement from one lane to another on roads with two or more lanes in the same direction. You may have to change lanes to overtake another vehicle, to avoid a parked vehicle or when the vehicle ahead slows to turn at an intersection.

A high percentage of accidents occur when vehicles change lanes. This is because drivers changing lanes are often not aware that another vehicle is already in the lane into which they wish to move.

*Never change lanes without giving the proper signal and looking to make sure the move can be made safely.*

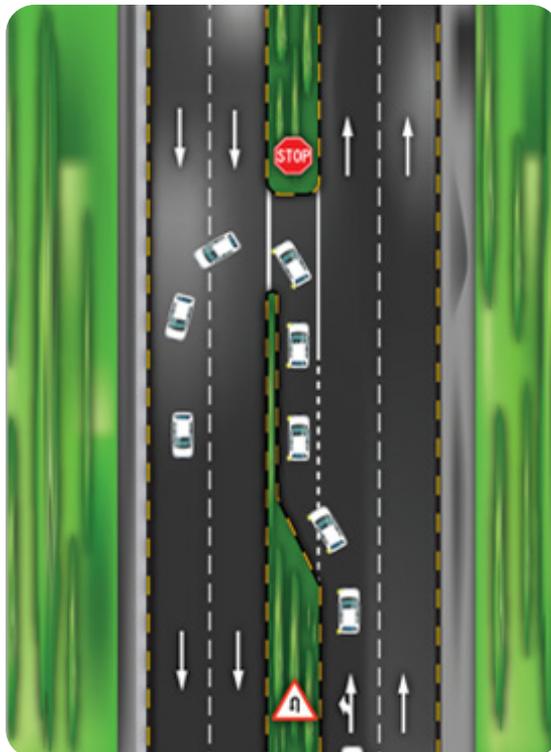
### 2.4.3 'U' Turns

You must not make a 'U' turn:

- Unless the turn can be made safely and without interfering with the movement of other traffic;
- If there is a 'NO U TURN' sign;
- At traffic control signals (unless there is a 'U TURNS PERMITTED' sign).

Remember, when making a 'U' turn, the correct procedure is to:

- Look in your rear view mirror;
- Indicate/signal your intentions;
- Give way to all pedestrians and traffic;
- Check for following traffic by glancing over your shoulder; and
- Turn only if it is safe to do so.



## 2.6 Overtaking

Overtaking is changing lanes to move past a slower vehicle. While all public roads have speed limits, not all vehicles travel at the same speed.

For example, cyclists, road service vehicles and drivers ahead that are preparing to turn are usually slower than the through traffic. You may want to pass some slow-moving vehicles when you are following them.

Overtaking other vehicles is one of the most dangerous driving maneuvers. Never overtake and pass another vehicle unless you are sure you can do so without danger to yourself or others... You must not exceed the speed limit to overtake. If you are not sure, wait do not overtaking.

Here are the steps for overtaking a vehicle:

### 2.6.1 How to overtake

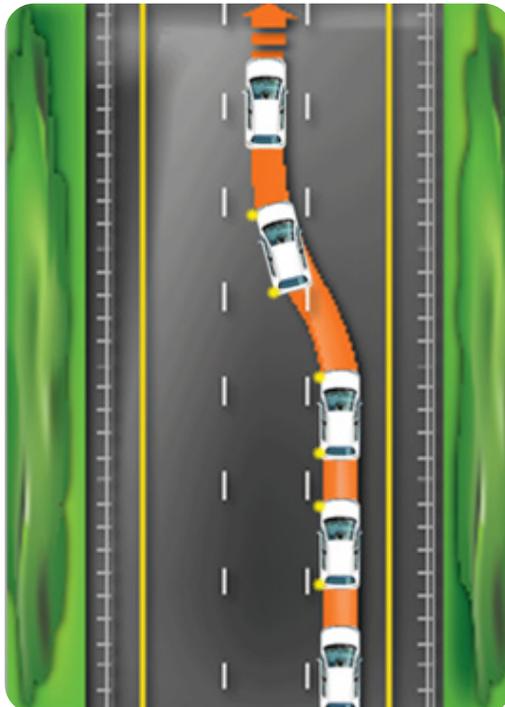
- Get a good view of the road ahead. Make sure you have plenty of time and space to re-turn safely to the correct side of the road after overtaking;
- Use your left-turn signal to show that you want to pass and check that the way is clear ahead and behind before moving into the passing lane.
- Watch for bicycles and small vehicles that may be hidden from view in front of the vehicle you are about to pass. Also watch for vehicles that may be turning left in front of you and vehicles or pedestrians entering the road from another road or driveway.
- Change lanes only after signalling. After overtaking, signal that you want to move back into the lane you started from, and when you can see the entire front of the vehicle you are passing in your inside mirror, make the lane change. Be careful not to cut off a vehicle by suddenly moving in front of it.
- If the vehicle you are passing speeds up, do not race. Go back to your original lane. And do not speed up when another driver is trying to pass you. It is unlawful and dangerous.

Here are the steps for making a lane change:

- Check your mirrors for a space in traffic where you can enter safely.
- Check your blind spot by looking over your shoulder in the direction of the lane change. Signal that you want to move left or right.
- Check again to make sure the way is clear and that no one is coming too fast from behind or from two lanes over on a multi-lane road.
- Steer gradually into the new lane. Do not slow down - maintain the same speed or gently increase it.

Never make sudden lane changes by cutting in front of another vehicle, including bicycles. Other drivers expect you to stay in the lane you are already in. Even if you signal, they expect you to yield the right-of-way.

Avoid unnecessary lane changes or weaving from lane to lane. You are more likely to cause a collision, especially in heavy traffic or bad weather. Don't change lanes in or near an intersection. Remember that spending a few seconds behind another vehicle is often safer than going around it.



## Large and oversize vehicles

Vehicles 7.5 meters long and longer need to make wide turns – so be careful when you are driving near a large vehicle that is turning or negotiating a roundabout. Do not overtake once the driver has signaled an intention to turn. They may cut the corner, when they are turning at an intersection and before they turn they are also legally allowed to cross over a continuous lane line leading up to the intersection.

Here are a few other tips for when you encounter a large vehicle or one carrying an oversize load on the road:

- Generally, they need more space than a car when stopping, so be courteous and avoid overtaking and then cutting in at traffic signals, roundabouts and other locations where traffic queues occur;
- They accelerate slowly, so be patient, as the driver has to move through many gears to get going; and
- When a large vehicle is turning on to the road you are on, keep back from the intersection as it will require more road space to make the turn.

Truck drivers and drivers of other large vehicles have a difficult task when reversing, so give them plenty of room to move.

*REMEMBER: If you can't see the driver's side mirrors, the driver can't see you.*

A guide to overtaking large vehicles:

- Be patient, take your time and stay back several car lengths without crossing the centre of the road;
- When you see that it is safe to pass - indicate/signal, move out, accelerate and overtake quickly and positively, keeping in mind the road, visibility, weather conditions and speed limit;

## 2.6.2 When you must not overtake

You must not overtake another vehicle When:-

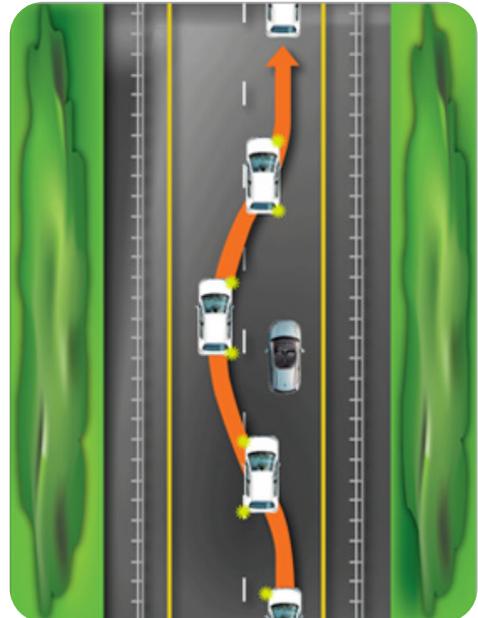
- It has slowed down or stopped at pedestrian crossing.
- It has stopped at an intersection (unless the driver signals that they are turning left or right) and it is safe to do so.
- There is a “NO OVERTAKING “ sign; and
- You are nearing a blind bend or the crest of a hill, or you do not have a good view of the road ahead.
- You must not cross single continuous dividing lines or double continuous dividing lines, to overtake another vehicle.

Motorcycles and bicycles often need to pull to the left or right side of their lane to avoid dangerous road conditions or to be seen by other drivers. Do not take this as an invitation to pass in the same lane. If you do want to pass these vehicles, do so by changing lanes.

## 2.6.3 What to do when you are being overtaken

When another vehicle wants to pass you, you must move to the right and let it pass. When being passed on an undivided road where the passing driver has pulled into the opposite lane, pay attention to oncoming traffic and move closer to the right side of the lane. Be prepared to slow down to let the passing driver get in front of you more quickly to prevent a collision.

On many high-speed roads with three or more lanes in each direction, trucks are not allowed to drive in the far left-hand lane. This means that the lane next to it is the truck passing lane. If you are in this lane and a truck wants to pass, move into the right-hand lane as soon as you can.



- Turn on your signal before slowing down unless there are vehicles waiting to enter the road from side roads or driveways between you and the point where you intend to stop. Wait until you have passed these entrances so that drivers will not think you are turning before the stopping point.

- Steer to the side of the road, steadily reducing speed, and stop parallel to the curb or edge of the road. You should not be more than about 30 centimetres away from it. Do not stop where you will block an entrance or other traffic.

Turn off your signal and turn on your hazard lights.

If your vehicle has an automatic transmission, put the gear selector in park and set the parking brake. If your vehicle has a manual transmission, set the parking brake and shift into neutral if not turning off the engine, or shift into low or reverse if turning off the engine. When parking on a hill, turn your wheels in the appropriate direction to keep your vehicle from rolling.

## Pulling out from a roadside stop

When pulling out from a roadside stop, do the following:

- Release the parking brake and move the gear selector to drive or shift into first gear.

- Turn off your flashers and turn on your left turn signal.

- Just before pulling away from the stop, check your mirrors and blind spot to make sure the way is clear of vehicles and cyclists.

- Return to normal traffic speed by accelerating smoothly to blend with the traffic around you. In light traffic, accelerate moderately. In heavier traffic, you may have to accelerate more quickly. In a vehicle with manual transmission, shift gears as you increase speed.

- Turn off your left turn signal as soon as you are back on the road.

- Use your right indicator when you are about to return to the right side of the road;
- After overtaking, maintain your speed. Do not overtake and then cut in and slow down. This forces the other driver to brake and lose momentum;
- Allow for on-coming vehicles – they may be traveling faster than you think. Only overtake when the road ahead is clear – waiting a few seconds could save your life;
- Never attempt to overtake a truck or other large vehicle on a curve or hill where visibility is limited, even when the vehicle is moving slowly;
- Make good use of overtaking lanes to overtake trucks and other large vehicles;
- Be ready for the wind buffeting you as you pass; and
- Be extra careful after dark.

## 2.7 Stopping

Knowing how to stop safely and properly is an important driving skill, check your mirrors, begin braking early and stop smoothly. Braking is easier when you sit properly. Use your right foot for both brake and accelerator pedals so you won't step on both pedals at the same time or activate your brake lights unnecessarily. Press the brake pedal firmly and evenly.

### Roadside stop

When you need to stop by the side of the road for a short time - to check something outside your vehicle or to look for directions on a map, for example - follow these directions:

- Before slowing down, check your mirrors and blind spot to see when the way is clear.

- Never open the door of your parked vehicle without first making sure that you will not endanger any other person or vehicle or interfere with traffic. When you must open a door next to traffic, keep it open only long enough to load or unload passengers.



## 2.8.2 How to park

### Parallel parking

Parallel parking means parking a vehicle with its wheels parallel and next to the curb or side of the road. Park parallel to the curb on roads where parking is allowed unless there are signs saying that vehicles should be parked at an angle. Park on the right side of the road in the direction of traffic. Unless there are signs saying otherwise, you can parallel park on both sides of a one-way road.

## 2.8 Parking

Since parking rules change from road to road and place to place, always watch for and obey signs that say you may not stop or limit stopping, standing or parking.

Before you park your vehicle, ask yourself:

- Is it safe to park here?
- Is it legal? And
- Will it cause trouble to other road users?

### 2.8.1 Where you must not park

You must not park your vehicle, or any part of your vehicle anywhere stopping is not permitted or in the following places:

- In a 'NO PARKING' area (except for up to 3 minutes to pick up or put down goods or passengers); or
- Never park on a curve, hill or anywhere you do not have a clear view for at least 125 metres in both directions.
- Do not park where you will block a vehicle already parked or where you will block pedestrian crossing or road entrance.
- In parking bays for people with disabilities. Misuse of these bays can result in a fine.

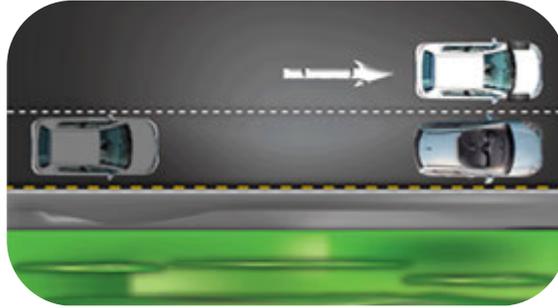
After parking your vehicle

- Always apply the park brake, turn off the ignition and the lights, remove the key and lock the door to deter theft. Do not leave children in the vehicle.
- Before moving from a parked position, always signal and check for traffic, pulling out only when it is safe to do so.



Follow these steps:

- Slowly and carefully reverse into the space, turning the steering wheel fully towards the curb.
- When you can see the outside rear corner of the vehicle in front of your space, straighten your wheels as you continue to reverse.
- Turn the steering wheel fully toward the road to bring your vehicle in line with the curb.
- If your vehicle is not parallel to the curb, drive forward to straighten.
- When you are properly parked, set the parking brake and move the gear selector into park, or shift into first or reverse gear if your vehicle has a manual transmission.
- Turn off the engine. Remember to remove the key from the ignition. Check traffic before opening your door. Lock your vehicle.



To parallel park on the right-hand side of the road, find a space that is about one and one half times longer than your vehicle. Check the traffic beside and behind and signal your wish to pull over and stop. Drive alongside - or parallel to - the vehicle ahead of the empty space, leaving about a metre between the vehicles. Stop when your rear bumper is in line with the other vehicle.

# Part 3

## When parking on a hill

When parking facing downhill, turn your front wheels towards the curb or right shoulder. This will keep the vehicle from rolling into traffic if the brakes become disengaged. (Diagram A).

Turn the steering wheel to the left so the wheels are turned towards the road if you are facing uphill with a curb. The tires will catch the curb if it rolls backward (Diagram B).

When facing uphill without a curb, turn the wheels sharply to the right. If the vehicle rolls, it will go off the road rather than into traffic (Diagram C).

When parking on a hill, always set the parking brake and move the gear selector into park, or shift into first or reverse gear, if you are driving a vehicle with manual transmission, select the gear which is opposite to the slope of the hill (that is, if you are facing uphill, select 'first' gear, if you are facing downhill, select 'reverse' gear). Turn off the engine and remove the key. Check for traffic before opening the door and remember to lock your vehicle.

Diagram A



Diagram B



Diagram C





# Major Road Rules and Safety Advice



معهد الشارقة للسياسة  
Sharjah Driving Institute

### 3.1.2 Choosing what speed to travel

You must adjust your speed to suit the conditions and remember never drive faster than the speed limit. The speed limit can be shown on signs depending on where you are driving.

*As a basic guide, you should drive slower when:*

The road is busy



If there are parked cars ahead, there is a chance that drivers may open their doors or pull out suddenly. People may also step out from between parked cars.

If the traffic control signal ahead of you is green, it may turn yellow or red by the time you get there, and you must be able to stop safely.

## 3.1 Vehicle Speed



MINIMUM and MAXIMUM speeds: - Driving too fast or too slowly may create a dangerous situation. Regardless of the posted speed limit, weather and traffic conditions may make it necessary to drive more slowly. However, driving too slowly also can be dangerous. Your speed should be adjusted for the conditions and match the flow of traffic, as long as it does not surpass the maximum posted speed.

### 3.1.1 Why is it more dangerous to drive fast?

It is more dangerous to drive fast because:-

- Injuries are more severe at high speed;
- You are more likely to be killed or kill someone else;
- It is harder to control a vehicle that is traveling at high speed;
- you have less time to react to hazards; and
- Other drivers have less time to avoid a collision with you.

*Always travel at a speed that allows you to anticipate and react safely to sudden dangerous situations that can occur on the road.*

There are pedestrians and cyclists around



Pay attention when you see pedestrians and cyclists, especially near shopping centers or schools. Pedestrians may forget to look before they cross the road. Give cyclists more space – don't 'squeeze' them off the road.

Your speed helps determine how much time you have to react safely to a particular situation. The higher your speed, the less time you have to spot the hazard and react to it.

## Road conditions are poor



Be careful if there are potholes in the road. It is always wise to slow down when there is loose gravel or sand on the road, particularly at bends. If road works are being carried out, slow down and do not exceed speed limits that are displayed on signs.

## Visibility is poor



Slow down if you cannot see clearly because of rain, fog, smoke, bad light, dazzling lights or the sun shining in your eyes.



While driving set an object as a point and wait until the rear end of the front vehicle passes. Start a count by saying 'one thousand and one, one thousand and two. It should take full two seconds to reach the object, if you reach there before you have counted it, you are close and need to reduce the speed to increase the distance and repeat the method again to reassure the safe following distance. Remember that this 'two second rule' is a guide to use in good road, traffic and weather conditions. If they are not good, increase your following distance to four or five seconds.

Always remember to allow a 'cushion of space' at the front, rear and on both sides of your vehicle. This is the margin for error you have in an emergency situation. The easiest 'cushion of space' to control is the one in front of you – make sure you always maintain a safe following distance.

## 3.2 Following Distances

It is required to keep safe distance when following a vehicle in front, so when required we should be able to stop a vehicle without locking tyres (emergency brakes), Most of the rear end collision are caused because of not maintaining safe distance from the front vehicle.

The space or 'cushion' between you and the vehicle in front of you is called the following distance. To determine how much following distance you should allow, consider the speed of the traffic and the condition of the road.

### 3.2.1 The 'Two Second' rule

'Two Second' rule is a way to estimate a distance to be maintained to have safe following distance at any speed.

Pick a stationary object as a marker

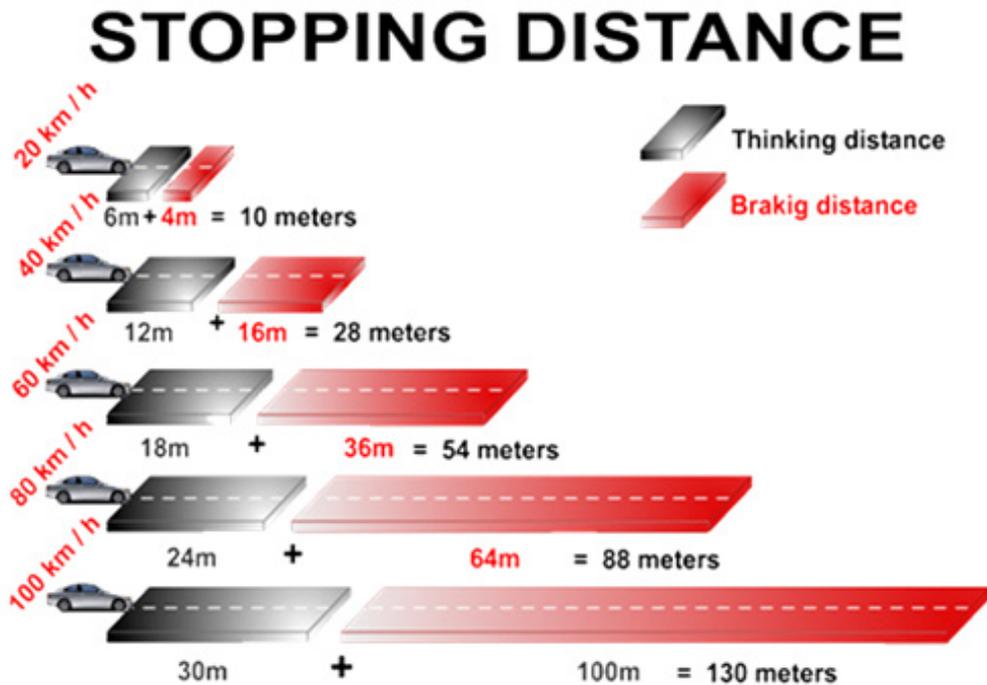


## REACTION DISTANCE + BRAKING DISTANCE = STOPPING DISTANCE

Overall stopping distance may be affected and differ due to many factors like weight of a vehicle, load, slopes, visibility, condition of road, condition of tyres and brakes, pressure applied by strong wind etc..

### Road conditions

Drive carefully over road surfaces that are covered with loose material or that are in poor condition. Adverse conditions such as wet weather and poor road surfaces increase stopping distances. Let's assume it is a dry day, your car is new and your tires and brakes are in top condition. The table below shows what happens at different travel speeds.



*Remember, the main factors that can influence stopping distance are your vehicle's speed, the condition of your brakes and tires and the road and weather conditions.*

### 3.2.2 How long does it take to stop your car?

The time it takes to stop a car depends on:-

#### Reaction distance

Reaction distance is a distance what a car travels before brakes are applied. This distance is directly affected due to driver's reflexes or reaction. An alert driver may take approx. 1 second to react, that means at the speed of 60 km/h a car will travel approx. 18 meters during this time of reaction.

Lack of concentration and alertness will affect driver's reflexes where driver may take more time to react resulting the car to travel more before foot reaching brake paddle.

#### Braking distance

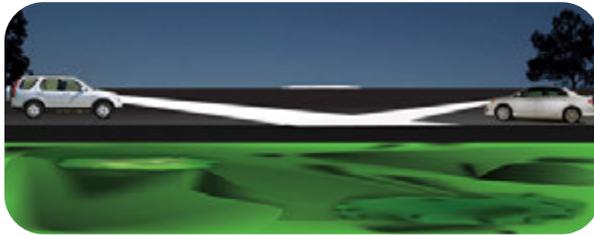
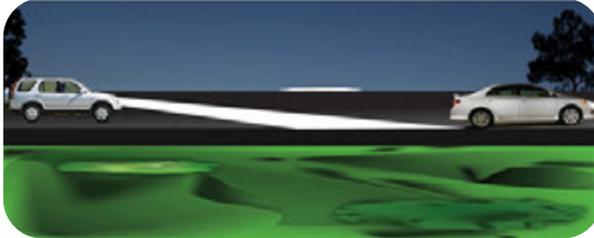
Basically braking distance is calculated from the spot brakes are applied till the car comes to a complete halt. Braking distance is affected because of many factors like road conditions, carrying load, weight of vehicle, tyres and brakes condition which increases braking distance and it may become extremely difficult to measure an accurate distance for car to stop. If at the speed of 60 km/h reaction distance is 18 meters then it is believed that car will possibly take further 36 meters to brakes.

#### Stopping distance

Distance covered by car from the point driver starts reacting till the car comes to a complete stop is known as stopping distance. It means at the speed of 60 km/h in normal situation and good condition without locking tyres a car may take approx, 54 meters to stop.

## Use of high beam

Use your high beam for better visibility. However, as high beam lights may dazzle oncoming drivers, you are legally required to dip your headlights:



- As soon as an approaching vehicle's lights are dipped;
- When you are within 200 meters of an approaching vehicle; or
- When you are driving less than 200 meters behind another vehicle.

If a vehicle comes towards you with lights on high beam:

- slow down;
- look to the right of the road;
- keep to the right of the road; and
- If you cannot see, stop.

You are briefly able to switch your headlights to high beam when you are approaching another vehicle from behind and about to overtake that vehicle. This is to alert the driver that you are about to overtake them.

### 3.2.3 Why trucks take longer distance to stop?

Authorities of many countries are getting more concerned about heavy vehicles involving in accidents on the highway where the outcome may not only result in deaths and serious injuries but also major blocks and traffic jams.

Majority of accidents are taking place because drivers are unable to stop their loaded trucks in a safe distance. Carrying load makes the vehicle even more heavier which affects braking distance where reaction distance remains same as drivers of light vehicles.

## 3.3 Driving in different conditions

### 3.3.1 Fact about driving at night

Compared to day driving accidents and death rate increases by three times at night. Many of the drivers are unaware of effective ways to deal with the night vision. Visibility at night ( night vision) varies from person to person depending on different factors and age factors is believed to be most common one, drivers at the age of 50 or more have their visibility reduced by 30% to 50% compare to drivers around 25 years of age.



Things that make driving at night worse:-

- Tinted windows and windscreens
- Mirrors, windows or windscreens covered with dirt, dust etc...
- Reflection of lights especially from street lights, signboards, headlights of oncoming vehicle on wet roads, wet windows and windscreen etc ...
- Oncoming vehicles approaching with full beam lights.

## Full beam light/high beam light

Usage of full beam light is advisable when driving at high speed on highways, motorways, etc... Driving at high speed during night requires view of further distance, so to have extra distance and time to stop.

Note: full beam light should be used only when there is no vehicle at their rear or in front.

If an oncoming vehicle approaches with full beam.

- Look at the right edge of the road.
- Slow down if required.
- Keep at the right side of the road.

## 3.3.2 Driving in rain or hazardous weather

It is difficult to see clearly in the rain. To improve safety when driving in wet weather:

- Be sure that your windscreen wipers are in good condition and your windscreen is clean;
- Turn your headlights on to low beam;
- Use your air conditioner to prevent your windscreen from 'misting up'; and
- If you do not have an air conditioner, use the heater and, if necessary, open the windows.

You need to be especially observant while driving in the rain as pedestrians and cyclists can be difficult to see.

## Keeping your distance

It takes longer to stop when the road is wet, so do not follow another vehicle too closely when it is or has been raining. You should at least double the following distance between your vehicle and the vehicle in front when the road is wet or visibility is poor.

## Tips for driving at night

### When driving at night:-

- Keep windscreens (front and rear ) lights and mirrors clean;
- Switch on headlights even in twilight which may not improve your visibility but will make your vehicle visible to other road users.
- Maintain extra following distance as it may become more difficult to predict the vehicles speed and distance.
- Maintain speed so you will be able to stop within the range of headlight's illumination.
- Drowsiness reaches its peak at night so making frequent stops and taking small breaks helps in maintaining alertness.
- Avoid driving with full beam lights if there is a vehicle in front.
- Pull off vehicle well away from the road if car breaks down and place warning reflecting triangle well before to warn vehicles approaching from the back.
- Avoid driving with fog lights in normal weather.

## Light for night driving

### Headlight

It is always advisable to use low beam lights (headlights) for driving during dark. Driving with low beam or dipped headlights not only illuminates road ahead for better viewing at night but also can benefit all the road users to have better judgments about speed of the vehicles moving on the road.

### 3.3.5 Driving on hot and dry roads.

Many drivers unknowingly may have false believe to be very safe while driving on hot and dry surface compare to cold and wet roads, but there are some hidden facts which cause problems. As we know heat reduces friction between surfaces and sometimes hot surfaces repels things, so while driving on hot roads the traction between the road and tyres will be much less than what tyres have on dry road in cooler or moderate temperatures. This means there is high risks of car skidding , driving on hot roads increases possibilities of tyres getting burst (If tyres are not in good conditions) than cooler surfaces.

Mirage (a false illusion) may cause problems on hot roads predicating pool of water or even reflect on image much nearer than its original place.

#### Precautions

- Tyres specifications should be according regional requirement, Avoid tyres not designed for GCC condition.
- Air pressure should be maintain according to the manufacture's recommendations.
- If threads of tyres reduces less than 6mm tyres should be changed.
- Never use reconditioned or used tyres.

### 3.3.3 Driving in fog

Fog usually looks like cloud on the ground. It foams when temperature drops and water vapor or moisture in the air condenses to foam suspended drops of water.

Fog don't only make road wet and slippery but also very effectively reduces visibility on the road which creates unavoidable accident situation.

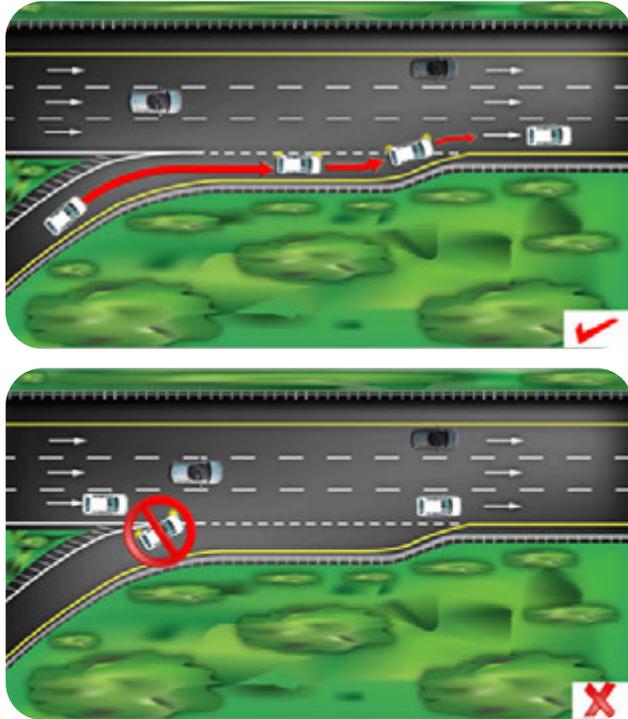
#### Safety precautions

- Drive with fog light which help your vehicle to be visible to other users. Avoid using parking lights, full beam or hazard lights.
- Use curb stones or road lines at the right edge of the road.
- To maximize visibility in fog use wiper to clear moisture and defroster for the mist forming on the windscreen, using air-conditioner or heater may used.
- Drive slowly and maintain extra distance from the front vehicles.

### 3.3.4 Driving in traffic jam

Who wants to get stuck in traffic halt? No one, simply no one likes to stay in motionless traffic or drive slower than a pedestrian. Some drivers even prefer to take longer route rather than staying in traffic and struggling with many other drivers. It not only frustrates you but also enforces you to take some unsuitable and unlawful decisions which may worsen the situation. It is always better to start little early to avoid peak hours or prefer forming car pools (people working together go in one car).

### 3.4.2 Entering a highway



#### Before getting on the highway:

- be sure that your vehicle is roadworthy, has more than enough fuel for the journey, and that any load is secure;
- plan your journey in advance – know your entry and exit points before getting on the highway;
- adjust your speed as you drive along the Acceleration lane;
- make sure you are not entering the highway at a sharp angle;
- Drive your vehicle so that you merge smoothly with other traffic; and
- Be sure to clearly signal your intentions.

### 3.4.3 Appropriate speeds for highway driving

Highways are designed for higher speed traffic flow than that allowed on standard roads. You must not exceed the speed limit indicated on signs.

Driving too slowly can cause dangerous situations on a highway, so you are required to travel at a speed that is no below the posted speed limit (unless traffic, weather or visibility and other conditions require you to travel slower).

## 3.4 Highway Driving

There are a number of special road rules and conditions that apply to highways.

### 3.4.1 Basic highway rules

Before you drive on a highway, make sure you are confident in your ability to drive at highway speeds.

As highway speeds are higher than those normally permitted on roads in 'built-up' areas, it is even more important to be aware of what is happening around your vehicle.

The following may help you:

- check your rear vision mirrors frequently and check your blind spots before changing lanes;
- Indicate/signal well in advance before you change lanes, enter or leave the highway. You must give way to traffic in the lane you are moving into and only move when it is safe to do so.
- Be smooth and courteous when merging with other traffic. Keep a safe distance between yourself and the vehicle in front;
- Keep a lookout for directional signs. The sooner you spot them, the better prepared you will be to get into the correct lane.
- do not use the left lane unless you are overtaking or when other lanes are congested;
- In conditions of reduced visibility, such as rain, fog or smoke, reduce your speed and increase your following distance. Turn your headlights on to low beam so that other drivers can see you; and
- If your vehicle breaks down on a highway, pull into the emergency stopping lane. Switch on your hazard lights, stay well away from traffic lanes. Be very careful when you re-enter the traffic flow. Remember to give way to all traffic and indicate for at least 5 seconds before moving out onto the road.

### 3.5 Usage of Mobile Phones

Usage of mobile phone while driving is restricted by the law not only because it distracts driver's concentration but also causes severe consequence which may lead to a life taking accidents. Any practice like calling or receiving calls, texting or viewing messages, playing games etc... may prove out to be the accident factor.

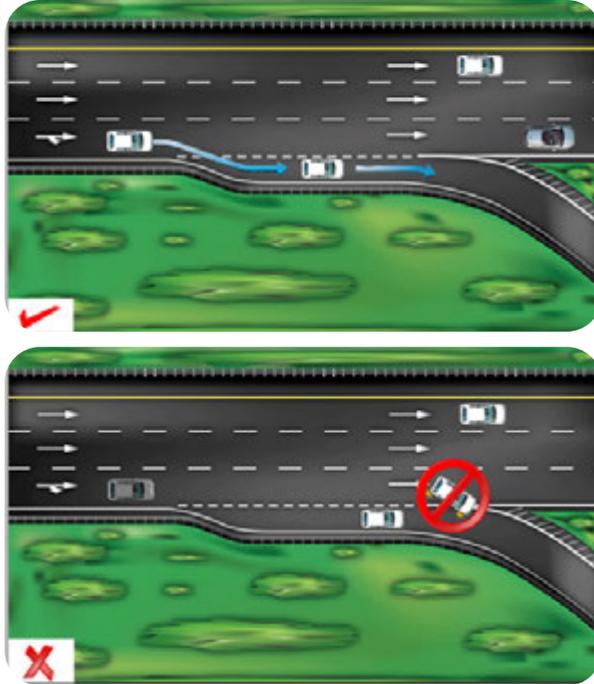


The risk of being involved in fatal accidents because of using mobile phones is up to nine times higher.

Even though usage of hands-free kit is regarded as a safe to avoid an accident. Having both hands on steering could be helpful but driving with very limited concentration may still enhance the driving towards unavoidable accidents.

*It is advisable to pull over the vehicle at the side of the road or safer place to use any function of the mobile.*

### 3.4.4 Leaving the highway



Select the correct lane for your destination well in advance of the exit and also indicate your intention to leave the highway well in advance. When safe to do so, move gradually but positively into the exit lane.

Slow down as you are entering the Deceleration lane and adjust your speed so that you are prepared for driving in city conditions beyond the 'END OF HIGHWAY' sign.

### 3.4.5 What you must not do on a highway

When driving on a highway, you must not:

- Stop unnecessarily;
- Reverse your vehicle, or make a 'U' turn;
- Stop on emergency stopping lane (except in an emergency or to help another disabled vehicle);
- Drive a tractor (other than a prime mover); or
- Carry an oversize load.

*Pedestrians and cyclists are not allowed on highways except on paths.*

### 3.7 Emergency Vehicles

You can identify an emergency vehicle by its siren or its red and/or blue flashing lights.

The types of vehicles that are used in emergencies are:



Ambulances



Fire engines



Police Cars

### 3.6 First Aid

When someone is injured, the first few minutes after an accident are vital. Until trained help arrives, your knowledge of first aid may save a life. If an injured person is not treated immediately they may die from a blocked airway or they may bleed to death. Consider you have not taken any first aid courses so the following will help at the scene of an accident.

How can you help?

Check whether there is any danger to you first, then bystanders and then the casualty:

- position your car to protect the accident scene;
- switch on hazard warning lights or indicators;
- send someone to warn approaching traffic;
- send someone for help;
- Call (999) for assistance from Emergency Services;
- Turn off the ignition or disconnect the battery of the damaged vehicle;
- Secure the damaged vehicle by putting on the handbrake, putting it in gear and chocking the wheels;
- Put out all cigarettes; and
- Prevent others from smoking near the accident site.

Do not move injured people unless they are in danger.

For example, if the vehicle is on fire or they are in the path of traffic.



## Approaching a stopped emergency vehicle with red or red AND blue flashing lights

When you see an emergency vehicle stopped with its red or red AND blue flashing lights in a lane or on the shoulder in your direction of travel, you must slow down and pass with caution. If the road has two or more lanes, you must move over into another lane to allow one lane clearance between your vehicle and the emergency vehicle, if it can be done safely.

## Reacting to an approaching emergency vehicle

When you see red or red AND blue flashing lights or hear the bells or sirens of an emergency vehicle approaching from either direction, you must immediately slow down, move as far to the right side of the roadway as you safely can, and stop.

Stay alert. When you see an approaching emergency vehicle with its lights or siren on, prepare to clear the way.

- React quickly but calmly. Don't slam on the brakes or pull over suddenly. Use your signals to alert other drivers you intend to pull over.
- Check your rear-view mirrors. Look in front and on both sides of your vehicle. Allow other vehicles to also pull over. Pull to the right and gradually come to a stop.
- Wait for the emergency vehicle to pass and watch for other emergency vehicles that may be responding to the same call. Check to make sure the way is clear and signal before merging back into traffic.
- Don't drive on or block the shoulder on highways. Emergency vehicles will use the shoulder of the road if all lanes are blocked.

Never follow or try to outrun an emergency vehicle. It is illegal to follow a fire vehicle or ambulance responding to a call in any lane going in the same direction.

Failing to pull over and stop for an approaching emergency vehicle can result a fine.

Take lights and sirens seriously. Clear the way! Pull to the right and stop. It's the law.



# General Questions



No.	Questions	Photos
13.	What this traffic sign means? <b>Slippery road ahead.</b>	
14.	What this traffic sign means? <b>Crossroad ahead.</b>	
15.	What this traffic sign means? <b>Tunnel ahead.</b>	
16.	What this traffic sign means? <b>Road narrows from right ahead.</b>	
17.	What this traffic sign means? <b>Road narrowing from both sides.</b>	
18.	What this traffic sign means? <b>Priority at the next intersection.</b>	
19.	What this traffic sign means? <b>Crossing for school children.</b>	
20.	What this traffic sign means? <b>Avoid parking, falling rocks expected.</b>	
21.	What this traffic sign means? <b>Shift to lower gear and reduce the speed.</b>	
22.	What this traffic sign means ? <b>Men at work.</b>	
23.	How far is the hazard expected on the highway after seeing this traffic sign? <b>Between 150 meters and 250 meters.</b>	
24.	What this traffic sign means? <b>Railway crossing without gate.</b>	
25.	What this traffic sign means? <b>Cyclist crossing.</b>	

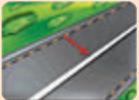
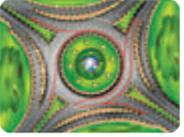
No.	Questions	Photos
1.	This shape shows what type of sign? <b>Warning sign.</b>	
2.	What should you do on seeing this traffic sign? <b>Lower gear position, avoid usage of clutch and refrain from increasing speed.</b>	
3.	What should you do on seeing this traffic sign? <b>Increase speed after shifting gear to lower position</b>	
4.	What should you do on seeing this traffic sign? <b>Downhill for 1000 meters.</b>	
5.	What do you understand on seeing this sign? <b>Avoid driving at higher speed because of bend ahead.</b>	
6.	What this traffic sign means? <b>This traffic sign warn the driver of unknown danger ahead.</b>	
7.	Driving on a highway at night, what should you expect on seeing this sign? <b>You may see oncoming vehicles with full beam light.</b>	
8.	What do you understand on seeing this sign? <b>Prefer to look on right side of road if oncoming vehicles are using full beam lights.</b>	
9.	What will you do when you are approaching roundabout? <b>Reduce speed in advance to avoid sudden braking at roundabout.</b>	
10.	On seeing this traffic, what should you do? <b>Check if the bridge is passable and stop if it is swung open.</b>	
11.	What are the risks if this traffic sign is not observed? <b>The vehicle may skid and endanger oncoming vehicles.</b>	
12.	What this traffic sign means? <b>Pedestrian crossing ahead.</b>	

No.	Questions	Photos
39.	What should you do on seeing this traffic sign? <b>You cannot exceed speed more than 60 km/ph.</b>	
40.	What this traffic sign means? <b>Priority for oncoming traffic.</b>	
41.	What this traffic sign means? <b>Including load weight of the vehicle should not exceed 5.5 tons.</b>	
42.	What this traffic sign means? <b>Including load vehicle should not be wider than 2 meters.</b>	
43.	What this traffic sign means? <b>Vehicles including load should not be higher than 3.8 meters.</b>	
44.	What this traffic sign means? <b>Vehicles with an actual axle load exceeding 8 tons not allowed.</b>	
45.	What this traffic sign means? <b>Maximum speed limit.</b>	
46.	What this traffic sign means? <b>End of the maximum speed limit.</b>	
47.	What this traffic sign means? <b>No overtaking.</b>	
48.	Where overtaking is not allowed? <b>200 meters after the traffic sign.</b>	
49.	What this traffic sign means? <b>No overtaking for next 3 km.</b>	
50.	What this traffic sign means? <b>No waiting.</b>	
51.	What this traffic sign means? <b>No stopping.</b>	
52.	What is permitted when you see this sign? <b>Disabled can stop and wait for more than 3 minutes.</b>	

No.	Questions	Photos
26.	What this traffic sign means? <b>Road narrowing after 50 meters.</b>	
27.	What should you expect on seeing this traffic sign? <b>Roadwork after 100 meters.</b>	
28.	Which vehicle is not allowed to take U-turn? <b>Trucks.</b>	
29.	What should you expect on seeing this traffic sign? <b>Sudden aero plane noise or dazzle from the headlights of landing aeroplanes in dark.</b>	
30.	What should you do on seeing this traffic sign? <b>Stop at halt line at the junction.</b>	
31.	What this traffic sign means? <b>Give way.</b>	
32.	What this traffic sign means? <b>All vehicles except hand propelled vehicles are prohibited; two wheelers can be pushed in.</b>	
33.	What this traffic sign means? <b>Pedestrians are not allowed.</b>	
34.	What this traffic sign means? <b>Motorcyclist not allowed.</b>	
35.	What this traffic sign means? <b>No entry.</b>	
36.	Which vehicle may not enter here? <b>Motor vehicle.</b>	
37.	What this traffic sign means? <b>Trucks are not allowed.</b>	
38.	Which vehicles may not use this road? <b>Trucks carrying load more than 2.8 tons.</b>	

No.	Questions	Photos
67.	What this traffic sign means? <b>One way street.</b>	
68.	What this traffic sign means? <b>Priority for ongoing vehicles.</b>	
69.	What this traffic sign means? <b>Beginning of a highway.</b>	
70.	Which vehicles can use this road? <b>Motor car with at least speed of 60 km/h.</b>	
71.	What this traffic sign means? <b>End of motor way.</b>	
72.	What this traffic sign means? <b>Parking part of a vehicle on the pavement allowed.</b>	
73.	Who can park the vehicle here? <b>Disabled.</b>	
74.	What this traffic sign means? <b>First aid.</b>	
75.	Which sign is applied for 'give way'? <b>No. 1</b>	1  2  3 
76.	Which sign gives you priority to go first? <b>No. 1</b>	1  2  3 
77.	Which sign shows that road is closed? <b>No. 3</b>	1  2  3 
78.	Which sign restricts you from overtaking? <b>No. 1</b>	1  2  3 
79.	Which traffic sign means you cannot enter? <b>No. 2</b>	1  2  3 
80.	What shape / color will be used for restrictions? <b>No. 1</b>	1  2  3 

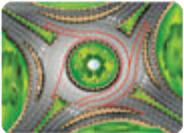
No.	Questions	Photos
53.	What do you understand on seeing this sign? <b>Taxis are allowed to stop.</b>	
54.	What should you do on seeing this traffic sign? <b>Only right bend ahead.</b>	
55.	What this traffic sign means? <b>Track for cyclist only.</b>	
56.	What will you do on seeing this traffic sign? <b>You can only turn right here.</b>	
57.	What this traffic sign means? <b>You should drive at least at the speed of 60 km/h.</b>	
58.	What this traffic sign means? <b>Path only for pedestrians.</b>	
59.	What this traffic sign means? <b>You should pass obstacle from right side.</b>	
60.	What this traffic sign means? <b>Track for bus only.</b>	
61.	What this traffic sign means? <b>You can proceed only straight.</b>	
62.	What this traffic sign means? <b>Area for pedestrians only.</b>	
63.	What this traffic sign means? <b>Priority road.</b>	
64.	What this traffic sign means? <b>End of the priority.</b>	
65.	What this traffic sign means? <b>Road closed.</b>	
66.	What this traffic sign means? <b>End of the highway.</b>	

No.	Questions	Photos
93.	<p>What should you know if temperature gauge is on red light or at 'H' position?  <b>Avoid moving vehicle further and wait till engine cools down, check the coolant level and if required add coolant and then proceed.</b></p>	
94.	<p>When should we use fog light?  <b>While driving in the fog.</b></p>	
95.	<p>Which conduct is correct?  <b>Blue vehicle has right over white and green vehicles.</b></p>	
96.	<p>Which conduct is correct?  <b>Red vehicle has priority to go first.</b></p>	
97.	<p>Which conduct is correct?  <b>The driver should stop and wait.</b></p>	
98.	<p>Which conduct is correct?  <b>It is priority for red vehicle.</b></p>	
99.	<p>Which conduct is correct?  <b>White vehicle has priority to proceed first.</b></p>	
100.	<p>Which conduct is correct?  <b>Red vehicle has priority to go first.</b></p>	
101.	<p>Which conduct is correct?  <b>Since this line is used as a divider, you may drive over and cross it and change the lane with caution.</b></p>	
102.	<p>Which conduct is correct?  <b>You cannot drive over it or cross it.</b></p>	
103.	<p>You are about to enter a roundabout from 2 lanes road, being in the right lane as selected you want to turn left, what should you do?  <b>Since right lane is directing drivers to go straight or turn right, being on right lane you cannot turn left.</b></p>	

No.	Questions	Photos
81.	Which one of these signs shows one way road? <b>No. 1</b>	<div style="display: flex; justify-content: space-around;"> <div style="text-align: center;">1 </div> <div style="text-align: center;">2 </div> <div style="text-align: center;">3 </div> </div>
82.	Which one of these signs restricts you from driving more than 60 km/h? <b>No. 3</b>	<div style="display: flex; justify-content: space-around;"> <div style="text-align: center;">1 </div> <div style="text-align: center;">2 </div> <div style="text-align: center;">3 </div> </div>
83.	If pedestrians are not allowed which sign will you expect? <b>No. 1</b>	<div style="display: flex; justify-content: space-around;"> <div style="text-align: center;">1 </div> <div style="text-align: center;">2 </div> <div style="text-align: center;">3 </div> </div>
84.	If you have priority on a junction which sign will you expect? <b>No. 1</b>	<div style="display: flex; justify-content: space-around;"> <div style="text-align: center;">1 </div> <div style="text-align: center;">2 </div> <div style="text-align: center;">3 </div> </div>
85.	You want to enter main road from the side parking, how should you proceed? <b>Check side mirror, then check above your shoulder and use indication before joining the main road only if it is clear.</b>	
86.	Which conduct is correct? <b>Red vehicle can proceed before white and blue vehicle.</b>	
87.	Which conduct is correct? <b>Red vehicle has right to go first.</b>	
88.	Which conduct is correct? <b>Red vehicle has to wait for blue car to go first.</b>	
89.	Which conduct is correct? <b>White and red vehicle have to wait till blue car proceeds.</b>	
90.	While driving on 3 lane road, left lane should be used for what purpose? <b>When changing direction or overtaking.</b>	
91.	Why should we repair vehicle exhaust immediately? <b>Because toxic gases can leak into the vehicle.</b>	
92.	Danger warning signs will be placed on the highway at what distance? <b>At a distance of about (100 meters) before the breakdown vehicle</b>	



No.	Questions	Photos
114.	You are driving on the bridge or in the tunnel and see a continuous solid line in the center, what should you know? <b>You should avoid crossing the line.</b>	
116.	What is the speed limit in the city? <b>60 kmph.</b>	
116.	Who should fasten seat belt? <b>All the passengers Including driver.</b>	
117.	Can I change lanes frequently while driving in heavy traffic flow? <b>No, you should stay in lane you selected according to your destination.</b>	
118.	At what speed driving could be dangerous if seat belt is not fastened? <b>At 30 km/h or even less.</b>	
119.	What to do when you are being overtaken <b>You must move to the right and let it pass.</b>	
120.	What is the right behavior when feeling tired or stressed while driving? <b>Stop immediately and take a break or nap.</b>	
121.	What is the importance of adjusting the headrest? <b>To minimize neck injury during an accident.</b>	
122.	What is the right solution to avoid the problem of blind area during driving? <b>Watch above your shoulder</b>	
123.	In which case we refrain from overtaking? <b>If there is a solid continuous line on the ground or if there is a sign show forbidden to overtake</b>	
124.	What to do if there are pedestrians or cyclists on the road? <b>Reduce speed and ready to stop.</b>	

No.	Questions	Photos
104.	You are about to enter roundabout from 3 lanes road, being in the middle lane, you want to turn right, what should you do? <b>Since middle lane is directing drivers to go only straight, being in the middle lane you cannot turn right.</b>	
105.	This is what I should do when on seeing vehicle driving with full beam light from opposite direction. <b>I should look on right side of the road and avoid glaring at the oncoming vehicle's full beam light.</b>	
106.	When seat belt should be fastened? <b>Whenever you are driving.</b>	
107.	When driving could be more dangerous? <b>Driving at high speed in bad lit areas and busy places.</b>	
108.	When hazard lights should be used? <b>Only when there is any danger</b>	
109.	What part of the engine component should be serviced regularly to prevent unnecessarily high fuel consumption and pollutant emission? <b>Air filter, carburetor system and ignition system.</b>	
110.	What least should be done to secure your vehicle from being stolen? <b>Be sure to close the doors and windows and avoid leaving keys in the vehicle.</b>	
111.	How can reduce accidents from the rear? <b>By keeping distance from front vehicle to avoid sudden braking.</b>	
112.	What should you do when there is strong wind while driving in a pen areas? <b>Reduce the speed and hold the steering firmly.</b>	
113.	As a driver when entering in to the main road from side road what should be considered mainly? <b>Speed of the vehicles moving on the main road</b>	





- Provide us with accurate information and all the necessary documents required for registration and traffic file opening.
- Read the registration application and Terms & conditions document carefully and enquire about any unclear matter before registration and signing the forms.
- Pay the required fees as per the signed agreement.
- Attend all training classes, lectures, and tests on time.
- Obtain your General Directorate of Central Operation learner's permit prior to your first lesson and carry it with you throughout the training period. Renew the permit once it expires.
- Attend your first and all subsequent lessons and tests with any necessary lenses / glasses.
- Do not smoke whilst in training vehicle.
- Switch off any mobile phone or other messaging device whilst driving.
- Report for your practical training classes on time. You will be marked as 'Absent' if you fail to report within 10 minutes of your class starting time. Once marked 'Absent' you will have to take the compensatory class by paying for that particular class.
- Training can be stopped for a day or more by informing your course in-charge in person or via our call centre (06-5382020) at least 48 hours in advance but please note your instructor will be allotted to some other student and you may not get the same instructor after resuming your training.
- If you are not happy with your instructor, the training quality, training duration or with the instructor behavior, please contact us via the Training / Scheduling Section.
- If you want to temporarily stop your training you must inform your Training / Scheduling Section, 48 hours before your scheduled training time. If you fail to do so you will be marked as absent for that day.
- Respect the rights of others and keep the institute's property clean and safe.
- Ensure proper payments for training and tests are made on time to avoid unnecessary problems.
- In case you want your test date to be cancelled or postponed, you must inform the concerned reception staff 48 hours before the test time.
- Ensure you select the correct language for theory test upon registration. As per the General Directorate of Central Operation rule, the language will not be changed later.
- Do not indulge into any kind of personal conversation with the instructor.  
Please wear modest clothes at all times during training and testing. No short pants or short dresses allowed. You may be marked absent in case you are not appropriately dressed.
- If you are pregnant, kindly inform the Training / Scheduling Section before the commencement of your training, stating that you are responsible for the decision towards training.
- For Motorcycle training, kindly wear full sleeves t-shirt/shirt and bike safety shoes, which has a steel toe and are high enough to cover your ankle. Please note that your training would be cancelled in case of inappropriate shoes.

## Dear Trainee, Sharjah Driving Institute commits to...

- Welcome you and provide you with all the information needed for registration.
- Provide you full details about our training courses, training times, fees, required documents, file opening, training and testing process.
- Arrange for your training to be undertaken in a fully insured, modern, comfortable, reliable and well maintained vehicle.
- Provide you with instructors who have the highest standards of personal conduct during the lesson including:
  - Courteous and considerate service
  - Avoiding physical contact except in an emergency
  - Not smoking during any training
  - Restricting mobile phone calls to emergencies and those for your benefit
- Provide training on a one-to-one basis with no other learner driver in the car for light motor vehicle driving course.
- Provide relevant feedback during your lesson and, at the conclusion of each, record your development in your SDI progress log book.
- Provide you with instructors who always endeavor to be on time at the agreed meeting point, and be available for the full duration of the lesson booking subject to unforeseen circumstances beyond your instructors control.
- Deal with complaints in a professional and fair manner.
- Provide you with a range of self-study aids, including books, CD-ROMs to help you prepare for your theory and practical test.
- Endeavor to provide a consistent level of service to all customers.

## Dear Trainee, SDI's expectations of you...

- Provide us with accurate information and all the necessary documents required for registration and traffic file opening.
- Read the registration application and Terms & conditions document carefully and enquire about any unclear matter before registration and signing the forms.
- Pay the required fees as per the signed agreement.
- Attend all training classes, lectures, and tests on time.

# A Guide to Online Lectures

Flexible & Convenient • Learn online from anywhere

- 1 Go to [www.sdi.ae](http://www.sdi.ae)  
> Click Student Portal

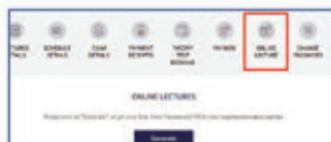


- 2 Sign in to e-learning  
For first time registration follow example below:  
Username (registration number): 19001970  
Password (registration number): 19001970

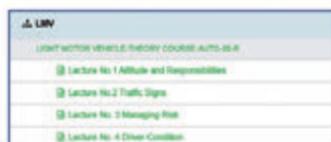
- 3 Will ask you to change your password with new one

- 4 After you change your password, you will be eligible to login to e-lectures, view your payments, registration details and finally make online payments

- 5 Login to e-lectures page as screenshot shown, click on >Generate to get your OTP Code on your cellphone registered at SDI system



- 6 After receiving OTP password on your mobile, you can click >Verify and log into your e-lecture



- 7 Now you can continue all your e-lecture and quizzes from home or work through any tablet, PC or cellphone

- 8 On Completion your e-lectures you can book your Theory test by yourself using student portal, and attend your theory test in SDI main Branch or any other branches as per your registration location.



# E - LEARNING



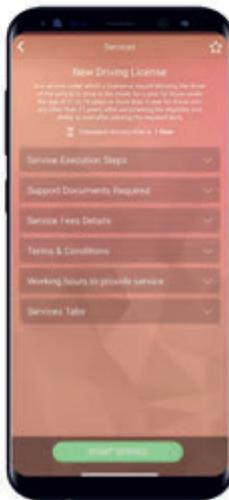


**Ministry of Interior**  
United Arab Emirates

## ISSUANCE OF DRIVING LICENSE



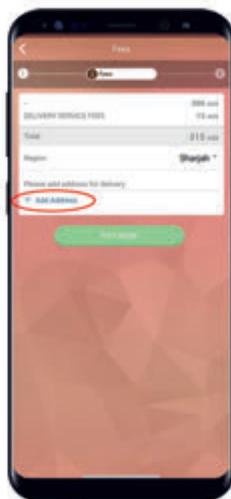




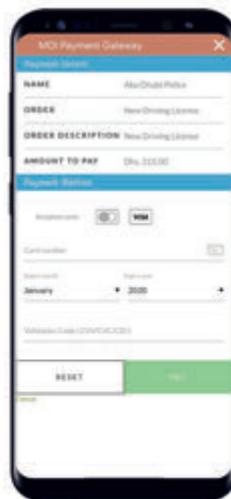
6. start service



7. add your photo



8. add address to deliver your driving license



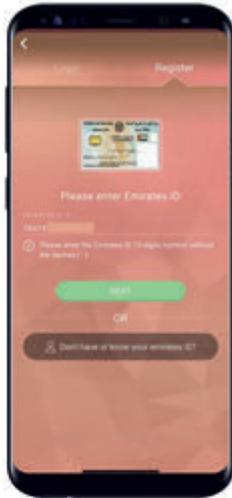
9. complete online payments



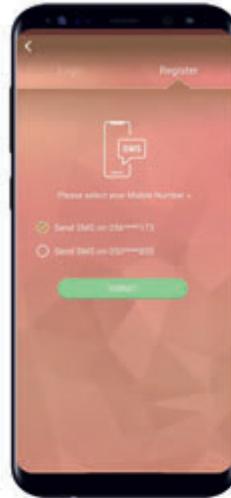
10. you completed issuing your driving license successfully



## Issuance of Driving License ( MOI UAE Mobile App )



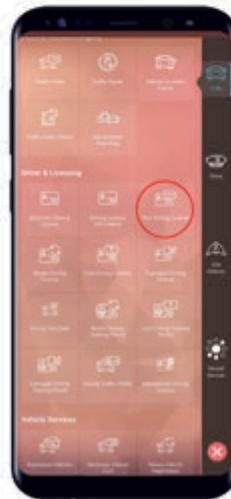
1. Register New User (New Account)
2. Enter Emirates ID Number



3. Verify your Registered Mobile Number via OTP SMS



4. finalize your profile and create a user name and password to use e-services



5. on e-services page – apply for issuing driving license service

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لحلول المركبات Automotive Solutions

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واحدة لجميع  
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الإبلاغ عن حادث من خلال ضغطة زر واحدة من خلال تحميل تطبيق رافد الذكي

Report Your Accident with a Click of a Button by Downloading the Rafid App



خدمات شاملة لفحص و تسجيل المركبات

Total Vehicle Inspection and Registration



مختصون في الخدمات الشاملة وإصلاح المركبات

Total Vehicle Service & Repair Specialists



خدمات شاملة للمساعدة على الطرق

Total Roadside Assistance in Sharjah



## Rafid Accident Unit

## وحدة الحوادث التابعة لرافد

Report Your Accident Online

الہبلاغ عن الحادث عن طريق الدونلاين

## Motorcheck Services

## خدمات موتور شيك

### Technical Inspection Services

### خدمات الفحص الفني

Basic Inspection (with computer)

الفحص الفني الأساسي (يشمل كمبيوتر)

Comprehensive Inspection (without computer) (لا يشمل كمبيوتر)

### Registration Services

### خدمات التسجيل

Registration Inspection

الفحص الفني للتسجيل

Renewal Inspection

الفحص الفني للتجديد

Export Inspection

الفحص الفني لتصدير مركبة

Import Inspection

الفحص الفني للاستيراد

## Roadside Assistance Service

## خدمة المساعدة على الطريق

Gasoline Service

خدمة التزود بالوقود

Towing / Impound Service

خدمة السحب / الحجز

Battery Service

خدمات البطارية

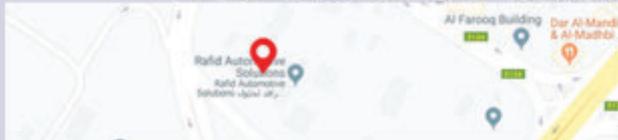
Flat Tire Service

خدمة تغير الإطارات

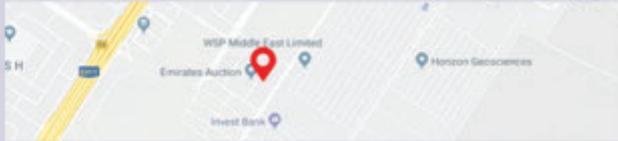
Accident Towing Service

خدمة سحب الحوادث

Al Wasit Road, Al Azraa, Sharjah, UAE  
الموقع شارع واسط، العزرة، الشارقة، الإمارات العربية المتحدة



Souq Al-Haraj, Sharjah, UAE  
الموقع سوق الحراج، الشارقة، الإمارات العربية المتحدة



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Rafid Automotive Solutions



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**For registration  
services, visit**

**800 72343 (RAFID)**  
**info@rafid.ae**  
**rafid.ae**



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Al Jaber Optical

**OUR BRANCHES**

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06-5542116

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**SAHARA CENTER-BR 2**

06-5315445

---

**ZERO 6 MALL**

GROUND FLOOR

06-4523636

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**SHARJAH CITY CENTER**

FIRST FLOOR

06-5335424

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**MATAJER JURAINAH**

06-5624372

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هنا!**

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for Driving  
License Here!**



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## Awareness messages:

- Importance of adhering the traffic signs and instructions.
- Do not gather at accident scene to avoid obstruction in traffic movement.
- Commitment to adhere traffic laws.
- Concentration and attention while driving.
- Commitment to fasten seat belt (driver and passengers).
- Using side indicators before turning.
- Maintain enough safe distance from the front vehicle.
- Necessity to ensure that the road is clear and safe to join.
- Do not allow the children under the age of 10 years to sit on the front seat of vehicle.
- Do not stop in the middle of the road without any excuse.
- Stop the moment school bus displays a 'STOP' sign.
- Ensure the vehicle is in roadworthy condition (tires, lights, hazard indicators).
- Driving as per the road and weather conditions.
- Slow down and drive carefully in rain and foggy conditions.
- While driving in the fog turn on the fog lights or the low beam lights and do not use the hazard lights, except in case of stopping.
- Slow down while driving around the school and residential areas.
- Adhere to the legal specified speed rules on the road.
- Take necessary precautions while dealing with such vehicles which tends to stop frequently on the road (taxis, school buses).
- Pay attention to the pedestrian crossing and do not overtake or speed around it.

# The Newly Amended Federal Traffic Laws

Our Aim is Your Safety

No.	Violation	Fine	Black Points	Confiscation period	Driving license Suspension period
1	A. Driving in a way that poses danger to drivers life or lives, and safety of others B. Driving in a way that harms public or private properties	2000	23	60 Days	
2	Driving under the influence of alcohol	Decided by court	23	60 Days	
3	Driving under the influence of narcotic, psychotropic or similar substances	Decided by the court	24	60 Days	Driving license suspension for one year starts after the end of punishment.
4	Driving a vehicle without number plate	3000	23	90 Days	
5	A. Driving a heavy vehicle in a way that poses danger to drivers life or lives and safety of others B. Driving a heavy vehicle in a way that causes harm to public or private properties	3000			Driving license suspension for the period of one year starts from date of license withdrawal
6	Jumping a red signal by heavy vehicles	3000			Driving license suspension for the period of one year starts from date of license withdrawal
7	Heavy vehicle driver causing his or others vehicle overturn	3000			Driving license suspension for the period of one year starts from date of license withdrawal
8	Heavy vehicle not abiding by lane discipline	1500	12		
9	A. Loading a heavy vehicle in a way that poses the danger to others B. Loading a heavy vehicle in a way that causes harm to the road	2000	6		
10	Heavy vehicle prohibited entry	1000	4		
11	Falling or leaking of heavy vehicle load	3000	12		
12	Not fixing reflective stickers at the back of trucks and transport vehicles	500			
13	Operating industrial, constructions And mechanical vehicle and tractor without permission from Licensing authority	1500			
14	Failure to raise exhaust pipe in the trucks	1500			

## The most major causes leading to an accident, injuries and deaths:

- Neglect, inattentiveness or lack of concentration.
- Non-compliance of obligatory lane discipline.
- Overtaking from left or right side carelessly.
- Speed without considering road situation.
- Sudden deviation or movement.
- Over-speeding.
- Reckless driving.
- Sudden or unexpectedly stopping the vehicle.
- Pre-occupied other than the road.
- Use of mobile phone while driving.
- Crossing from undesignated places.
- Failure to prioritize on pedestrian crossing.
- Entering a main road without ensuring that its clear and safe.
- Lack of enough safe distance between two vehicles.
- Reversing blindly or without checking that if the road is clear.
- Driving under the influence of intoxicants, narcotics or drowsy drugs.
- Failure to have a periodical vehicle maintenance.
- Dealing wrongly on the traffic lights at the junctions.

No.	Violation	Fine	Black Points	Confiscation period	Driving license Suspension period
33	A. Jumping a red signal by a light vehicle B. Jumping a red signal by the motorbikes	1000	12	30 Days	
34	Exceeding maximum speed limit by more than 80km/h	3000	23	60 Days	
35	Exceeding maximum speed limit by more than 60km/hm	2000	12	30 Days	
36	Exceeding maximum speed limit by not more than 60km/h	1500	6	15 Days	
37	Exceeding maximum speed limit by not more than 50km/h	1000			
38	Exceeding maximum speed limit by not more than 40km/h	700			
39	Exceeding maximum speed limit by not more than 30km/h	600			
40	Exceeding maximum speed limit by not more than 20km/h	300			
41	Failure to follow traffic policeman instructions	400	4		
42	Overtaking from hard shoulder	1000	6		
43	Entering road dangerously	600	6		
44	Overtaking in a prohibited place	600			
45	A. Running away from traffic policeman(light vehicle)	800	12	Days 30 for light vehicle	
	B. Running away from a traffic policeman(heavy vehicle)	1000	16		
46	causing death of others	Decided by the court	23	Days 60 for light vehicle	
47	Causing serious accident or injuries	Decided by the court	23	Days 30 for light vehicle	
48	A. Failure of a light vehicle driver to stop after causing a minor accident	500	8	Days 7 for light vehicle	
	B. Failure of a heavy vehicle driver to stop after causing a minor accident	1000	16		
49	Allowing children under 10years old to sit in the front seats	400			
50	Failure to provide a child car seat for children under 4 years old	400			

No.	Violation	Fine	Black Points	Confiscation period	Driving license Suspension period
15	Not covering trucks load	3000			
16	Failure to abide by loading or unloading regulations in designated areas	1000	4		
17	Overtaking from prohibited place by trucks	3000			Driving license suspension for the period of one year starts from date of license withdrawal
18	Driving a heavy vehicle that does not comply with security and safety standards	2000	6		
19	A. Driving against traffic	600	4	7 Days	
	B. Entry from prohibited place	1000	8		
20	Driving a noisy vehicle	2000	12		
21	Driving a vehicle that causes a pollution	1000	6		
22	A. Driving vehicle without insurance	500	4	7 Days	
	B. Driving an unlicensed vehicle				
23	Driving with a driving license issued by a foreign country except in permitted cases	1000	4		
24	Driving a vehicle on a different license	400	12		
25	A. Driving a vehicle with an expired driving license	500	4	Days 7 for light vehicle	
	B. Driving a vehicle with an expired registration			7 days if the registration is expired over three months	
26	A. Driving a vehicle that does not comply with safety and security standards	500			
	B. Driving a vehicle that is unfit for driving				
27	A. Driving a vehicle with one number plate	400			
	B. Number plates with unclear numbers				
28	Driving below the minimum speed set by the road (if any)	400			
29	Sudden swerving	1000	4		
30	Reversing dangerously	500	4		
31	Overtaking dangerously	600	6		
32	A. Using a hand held mobile phone while driving	800	4		
	B. Any other distractions				

No.	Violation	Fine	Black Points	Confiscation period	Driving license Suspension period
72	Placing signs on the road in a way that causes harm to the road or interrupts traffic	500			
73	Modifying engine or chassis without permission	1000	12	30 Days	
74	Rubbernecking and crowding at traffic accidents scenes	1000			
75	Using vehicle for undesignated purpose	300	4		
76	Transporting passengers illegally	3000	24	30 Days	
77	Transporting inflammable or hazardous material without permission	3000	24	60 Days	
78	Transporting passengers in a vehicle that is not licensed for this purpose	1000	4		
79	Exceeding passenger limit by a passenger transport vehicle	500	4	7 Days	
80	Failure to take road safety measures during vehicle breakdown	500			
81	A. Failure of motorcyclist to wear a helmet B. Failure of passenger to wear a helmet	500	4		
			–		
82	Expired tires	500	4	7 Days	
83	Failure to use indicators when changing directions or turning	400			
84	Failure to give way to the priority vehicle coming from behind or the left side	400			
85	A. Failure to get the car tested after carrying out major modification to the engine	400			
	B. Failure to get the car tested after carrying out major modification to the chassis				
86	Failure of a light vehicle to abide by lane discipline	400			
87	Poor condition of car lights	400	6		
88	A. Poor condition of indicators	400	2		
	B. Poor condition of rear lights				
89	A. Failure of pedestrian to abide by traffic signal	400			
	B. Pedestrians crossing from undesignated areas				
90	Failure of a school bus driver to activate STOP SIGN or abide by traffic rules	500	6		

No.	Violation	Fine	Black Points	Confiscation period	Driving license Suspension period
51	A. Failure of a driver to fasten a seatbelt	400	4		
	B. Failure of a passenger to fasten a seatbelt				
52	Failure to leave a safe distance	400	4		
53	Entering road without making sure it is clear	400	4		
54	Not giving way to emergency or official convoys, police and public service vehicle	1000	6		
55	A. Parking cars in front of fire hydrants	1000	6		
	B. Parking in spaces designated for people with special needs				
56	Stopping on the road for no reason	1000	6		
57	Stopping on the yellow box	500			
58	Parking on the left side of the road in prohibited places	1000			
59	Stopping at pedestrian crossings	500			
60	Parking behind others cars and blocking their way	500			
61	Taxis which have designated pickup areas stopping in undesigned ones	500	4		
62	Stopping a vehicle in a junction or road curves	500			
63	Not securing vehicle while parked	500			
64	Parking in a wrong way	500			
65	A. Parking in a way that poses danger to passersby	400			
	B. Parking in a way that interrupts pedestrians movement				
66	Parking on pavements	400			
67	Writing phrases placing stickers on the vehicle without permission	500			
68	A. Exceeding permitted level of tinting	1500			
	B. Tinting a vehicle not allowed to be tinted				
69	Not giving way to pedestrians on pedestrians crossings	500	6		
70	Failure to abide by traffic signs and instructions	500			
71	Littering from vehicle window while driving	1000	6		

No.	Violation	Fine	Black Poins	Confiscation period	Driving license Suspension period
106	A. Not carrying vehicle registration card B. Not carrying driving license	400			
107	Using driving learning vehicles in prohibited times and areas	400			
108	A. Teaching driving in a car which is not labelled as learning vehicle B. Teaching driving in a car that is undesignated for this purpose without permission from the licensing authority C. Teaching driving without license	500			
109	Not carrying driving learning permit while training	300			
110	Failure to hand over the driving license when the maximum black points are accrued in the first traffic violation	1000			
111	Failure to hand over the driving license when the maximum black points are accrued in the second traffic violation	2000			
112	Failure to hand over the driving license when the maximum black points are accrued in the third traffic violation	3000			
113	Failure to receive a light vehicle after the legal specified confiscation period ends	50 AED per day and maximum limit of AED 3000			
114	Failure to receive a heavy vehicle after the legal specified confiscation period ends	100AED per day and maximum limit of 3000 AED			

No.	Violation	Fine	Black Points	Confiscation period	Driving license Suspension period
91	Drivers failure to stop when school bus STOP SIGN is activated	1000	10		
92	Using three- wheel or more leisure bike on the road	3000		90 days	
93	Driving on lanes designated for taxis and buses except in permitted cases	400			
94	participating in a motorcade without permission except in permitted cases	500	4	Days15 for light vehicle	
95	Changing vehicle colour without permission	800			
96	A. Towing a car or a boat without permission B. Failure to abide by safety and security standards in towing a car or a boat	1000			
97	A. Poor condition of trailers rear or side lights B. Absence of trailers rear or side lights	500	4		
98	Interrupting traffic in any other way not specified in this table	500			
99	A. Turning from undesignated areas B. Turning in a wrong way	500	4		
100	A. Loading a light vehicle in a way that poses danger to others B. Loading a light vehcile that poses danger to the road	500	4		
101	Overload or protruding load from a light vehcile without permission	500	4		
102	Dropping or spilling load from light vehicle	500			
103	Illegal use of commercial number plates	500		7 Days	
104	A. Drivingat night without lights B. Driving in a foggy weather without lights C. Driving in a foggy weather in violation of concerned authorities instructions	500	4		
105	A. Using horn or car sound system in a disturbing way B. Driving at residential areas, educational zones, hospitals in a way that endangers others lives	400	4		



Compiled By :  
**Sharjah Driving Institute**

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Basic theory of driving:

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Drive Safe:

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The Highway Code:

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