



# Civil Enforcement

*course content*

## Concessionary Travel Catalogues

### ➤ Who will the course benefit?

This training course is for users of the Civil Enforcement system who will be dealing with the configuration of Concessionary Travel (the old Blue Badge scheme) setup.

Only those involved with parameterisation control should attend this course as it does not include application processing procedures.

### ➤ Pre-requisites

Attendees should have basic keyboard skills and a working knowledge of Microsoft Word.

Attendees should already be aware of the legislative process of concessionary travel.

### ➤ Course reference

7TCE035

### ➤ Duration

One day.

### ➤ Further information

For additional information on this course or any other training issue please e-mail [training@civica.co.uk](mailto:training@civica.co.uk)

### ➤ Course objectives

**By the end of the course attendees will have an understanding of:**

- Cancellation reasons
- Collection points
- Concessions
- Ethnic origins
- Extension reasons
- Institution types
- Rejection reasons
- Religions
- Replacement reasons
- Residency proofs
- Vehicle proofs
- Charge bands