



Work Zone Traffic Control - Implement Traffic Control Guidance Plan Skill Set

Who is This Course for?

This training program is designed for anyone working on the road setting up and **Implement Traffic Management Plans** in accordance with approved Traffic Management Plans.



What Qualification will I receive?

The training program includes nationally recognised units of competency:

- RIIWHS201D – Work safely and follow WHS policies and procedures
- RIICOM201D – Communicate in the workplace
- RIIWHS302D – Implement traffic management plan

\$325*

What will I learn?

Upon successful completion of the training program you will be able to demonstrate knowledge and skills to work as a traffic control guidance plan implementer.



Affirm Training

Trading name of Australian Concert
and Entertainment Security
ABN 16 002 990 794 | ACN 002 990 794

P (02) 9699 7711

F (02) 9699 7755
info@affirmtraining.com.au
www.affirmtraining.com.au

National Head Office

79 - 81 Regent Street,
Redfern NSW 2016 Australia

NSW M/L: 404776913

ASIAL Member: 003749
RTO: 90024



Delivery Methods and Assessment

New Entrants Pathway:

New entrants with no prior experience in the industry will need to complete the following pathway of training and assessment.
Face-to-face learning, activities, simulated role plays and theory assessment
Practical on the job training and assessment at pre-determined worksites

Recertification / RPL:

Recertification / RPL students may be eligible to receive certification after successful review of evidence supplied. To be determined eligible the candidate must first meet criteria as set out by the training package and Roads and Maritime Services conditions. To confirm eligibility students should contact an Affirm Training representative for further advice.

Licensing:

To work as a Traffic Controller in NSW students will require a Roads and Maritime Services Photocard. In enrolling on this course you approve Affirm Training to submit on your behalf records of results to RMS to process your Photocard.

Applicable fees for this service are included in the course cost.

Replacement certificates will be at the cost of the student, Certificates - \$35 each.

Entry Requirements:

All candidates need to provide 100 points proof of Identity.

Evidence of Identity must include:

- Evidence to demonstrate Australian / New Zealand Citizenship or Residency – click here for [details](#).

Overseas Students VISAs are not permitted to enrol in this course

All candidates must supply a Unique Student Identifier (USI). Available at www.usi.gov.au

*Fees: \$325 Training

This includes: All course materials, face-to-face training and assessment and Roads and Maritime Services Statement of Completion certificates. Students must supply their own P.P.E clothing. All fees must be paid in advance of training or assessments.

Qualification Completion

The Roads and Maritime Services Statement of Completion certificates are vailed for 90 days. The Supporting Evidence Tool (Third Party Observation) and assessment must be completed within 90 days from the date of issue.

One 90 day extension may be approved by the Training Services Manager, however any further extensions can only be granted by the Roads and Maritime Services.

Language, Literacy and Numeracy (LLN)

Prior to enrolling into an RMS Traffic Management course, students are required to complete a Language, Literacy and Numeracy (LLN) test to determine if they will be able to satisfactory complete the training and assessment processes associated with the mandated RMS training program. LLN **will be completed in class** on the day of the theory component. Assistance is not permitted in the completion of the LLN test. Students unable to complete the LLN test will be provided a full refund from their organisation they purchased the course through.

Student Theory Questionnaire

All students enrolling in an RMS Traffic Management courses are required to complete the Candidate Theory Questionnaire by referring to the presentation. You must complete and submit the Student Theory Questionnaire to the trainer for marking on the day of the theory component.

***Failure to submit your completed Candidate Theory Questionnaire by theory day will result in no Statement of Completions being issued. You will not be able to attend an assessment day without a Statement of Completion(s).**

Pre-requisites:

Prior to assessment students must obtain their NSW White Card or equivalent (Construction Card)

Student Handbook

A Student Handbook is available that outlines all training and assessment requirements for the relevant units of competencies being undertaken in the traffic training program. [The Student Handbook \(Click Here\)](#)

Support Services

Affirm Training can provide a host of support services for participants who require additional assistance. Before enrolling please contact the Training Services Manager for further advice. Fees may apply for specialist support service. Further information on organisations that can assist in your learning needs can be found at www.acesecurity.com.au/training/

Complaints, Grievances and Appeals

Affirm Training has robust systems, policies and procedures in place to deal with complaints, grievances and appeals from participants and employers. Any issues should be directed to the Training Services Manager in writing at info@affirmtraining.com.au. The complainant will be contacted to determine the reason for complaint and maybe required to complete documentation to substantiate further details. The Training Services Manager will then investigate the matter and provide regular feedback of outcomes. Further information on the Complaints, Grievances and Appeals process can be found on the Affirm Training website, <http://www.acesecurity.com.au/training/>.

Refund Policy

Any students circumventing enrolment processes or failing to notify Affirm Training of their VISA conditions which may impact their ability to receive training will result in full or partial loss of enrolment fees. (Overseas Student VISAs may not enrol in this course).

All requests for a refunds must be made in writing to ACES Training Manager outlining the reasons for reimbursement.

All cancellations in writing more than 72 business hours prior to the commencement of the training program will be eligible for a full refund.

All rescheduling of courses more than 72 business hours prior to the training program can be done at no charge.

All written cancellations within 72 – 48 business hours will be entitled to a 50% refund. No refunds for less than 48 hours.

All rescheduling of courses within 72 business hours will incur a 50% administration fee.

Once a course has commenced fees are non-refundable unless the client states exceptional circumstances and can provide a medical certificate or show extreme personal hardship. In this case fees may be refunded but would be on a case by case basis minus an administrative fee of \$50.

If a client withdraws from a training program after commencement of the training program, no refunds will be paid.

If a client fails to attend the training program they have enrolled in, no refund of fees will be paid.

If a client is deemed 'not yet competent' after valid assessment methodologies have been applied, no refunds of fees will be paid.

If a client is deemed 'not yet competent' due to plagiarism, cheating or fraudulence, no refunds of fees will be paid.

If a client is deemed 'not yet competent' due to putting themselves, others, property, or the environment at risk after being provided corrective advice, no refunds of fees will be paid.

Where training and assessment maybe conducted outside, increment weather may result in courses being cancelled at short notice.

If a course is cancelled by Affirm Training an alternative course schedule will be negotiated with the client.

Affirm Training reserve the right to cancel any training program where safety of staff and students is jeopardised.

More Information

Please ensure you arrive early to complete the administration process. Students will not be accepted into the training program if arriving late. Rescheduling 48hrs before the start of the course will incur a re-booking fee of 50%.

RTO's Obligation

Affirm Training is obligated to provide quality training and assessment in compliance with the Standards for RTOs 2015 and issuance of Australian Qualifications Framework certifications.

Should a training program be cancelled or unable to be fulfilled by Affirm Training after a student has been enrolled in the training program, an alternative provider will be coordinated with the student or a refund of undelivered services provided.

Learners Rights and Responsibilities

The student has a right to be assessed fairly, with flexible, valid and reliable assessment processes. The student has the right learn in a safe and controlled environment where bullying, harassment and discrimination is not tolerated.

A student is responsible for their own actions and omissions and should ensure they operate in a safe manner with consideration to others. A student will not engage in actions that may have a negative impact on staff, other students, the general public, property or the environment.

Training Policy and Procedures

All training policies and procedures that may assist in ensuring a student is informed before enrolment and training can be found on the Affirm Training website. Further terms and conditions of training can be found on the Enrolment Form.

VET Fee Help/Subsidised Training

This training is not a VET Fee Help or Government Subsidised program.

CRICOS

This is not a CRICOS approved training program.

Overseas Student VISAs

Overseas Student VISAs cannot enroll in this training program.

Contact Us

Contact an AFFIRM Training representative to find out more.

Phone: 02 9699 7711

Email: info@affirmtraining.com.au Website: www.acesecurity.com.au/training/

Course Information

Course Title:	Work Zone Traffic Control - Implement Traffic Control Guidance Plan Skill Set
Qualification / Unit / Skillset Code:	RIISS00041 (Equivalent to RMS Implement TCPs Photocard)
Training Location:	Theory and Practical Training Day: 1 Cowper Street, Granville, NSW 2142
Dates:	To be determined.
Duration & Time : **You must attend the time you have booked in for. You will not be accepted on the worksites if you attend at the incorrect time	(1) Day Classroom Theory & Practical Training 07:30 – 17:00 Enrolment begins at 07:30 No entry may be permitted after 08:00 Home Study: (4 - 6) hours to complete theory questionnaires

How to find us:

Theory & Training Location:

1 Cowper Street - Granville



What to bring checklist:

- Valid Identification (Photo ID)
- 100 points of Identification
- Unique Student Identifier – www.usi.gov.au
- Writing materials – Pen / Notepad
- Payment if approved to pay on the day
- NSW White Card or equivalent (Construction Card)
- Foreign students must bring their VISA documentation (**Student Visas are not accepted and you should contact the training organisation for a full refund**).
- Lunch / Water
- Sun Cream

What to wear:

Traffic Control Courses:

Students must wear long sleeve shirt, long pants, wide brim hat or hard hat and closed in shoes as worn in the Traffic Industry. Should you attend without protective clothing you may be unable to undertake training.

For further information on course fees, refund policies, complaints and grievances please refer to our website.

Flow Chart of Qualification

Student Process

Read Brochure
Contact Affirm Training

Confirm Training Date

Make Payment via Credit Card

Receive Information and Exam via email

Attend Training Day
(with completed exam)

Complete Enrolment Process

Complete Theory and Practical Training

Receive Logbook

Arrange with Traffic Control companies to attend and do work experience

When **work experience** is complete and you have the necessary **evidence**

- Completed Supporting Evidence Tool
- Signed Log Book
- Traffic Control Plans
- Permit or Road Occupancy Licence
- Copy of the Safe Work Method Statement
- Copy of the Risk Assessment

Book a final assessment with Affirm Training

Attend assessment day (30 mins early)

- Wear correct P.P.E
- Take White Card
- Take Log Book and Photo Identification
- Take Statement of Completion
- Take work experience evidence

Wait for RMS card (up to 60 days) if successful in assessment process otherwise repeat the assessment process until competent. Additional fees apply if reassessment is required.

Affirm Training Process

Provide information to potential candidates that make phone enquiries

Take payment and book students on to their preferred dates

Send information packs and exams to student

Morning of training the trainer is to issue a language, literacy and numeracy (LLN) test that must be completed.

If student successfully passes LLN test the Enrolment form is complete before learner completes theory training

If student cannot complete the LLN test, they are advised to seek a refund for the course

Provide theory and practical training to student

Sign and Issue Log Book

Issue Supporting Evidence Tool

Explain to student the process for completing work experience and assessment

Receive phone call to book assessment day

Take payment and send information pack

When student arrives for assessment









- Check White Card
- Check Photo Identification
- Check work experience evidence
- Check Statement of Completion











Assess student on live worksite arranged by Affirm Training

If student is successful, arrange for RMS Photo Card to be sent to their nominated address

Video Links

As part of your 'unsupervised training' you need to watch the following videos to get an understanding of what is involved in traffic management, and how to use extinguishers, fight fires, conduct emergency evacuations and isolate and tag machinery. Additionally case studies and informative guidelines have been provided which will provide you with information that is useful in the traffic management industry.

Training Guidance Videos	
	 <p>Traffic Controller Australia Published on Jun 10, 2015</p> <p>This video provides you with a better understanding of what a Traffic Controller should do when working on a construction site where plant and machinery are traversing.</p> <p>https://www.youtube.com/watch?v=WXAnzPbdhN0</p>
	 <p>Tim Millard Published on Oct 12, 2015</p> <p>This video provides shows the operations of Altus a large traffic management.</p> <p>https://www.youtube.com/watch?v=VxXxfY-hDfg</p>
	 <p>Tim Millard Published on Oct 5, 2015</p> <p>This video provides shows the operations of Altus a large traffic management.</p> <p>https://www.youtube.com/watch?v=ACdBQXrWd28</p>
	 <p>Tim Millard Published on Apr 30, 2016</p> <p>A thoughtful video for something to think about when working on roads.</p> <p>https://www.youtube.com/watch?v=NWdrbJ0W2fc</p>

Training Guidance Videos	
	 <p>Tim Millard Published on Oct 19, 2015</p> <p>Words from a traffic control supervisor.</p> <p>https://www.youtube.com/watch?v=o3CVBxNUQG8</p>
	 <p>A1 Highways Published on Aug 19, 2015</p> <p>Innovative machinery being trialled for installing and collecting traffic cones in Australia.</p> <p>https://www.youtube.com/watch?v=5hf10x6EjNo</p>
	 <p>Fury Road Published on Jan 1, 2018</p> <p>Road rage – the types of people you will meet on the road.</p> <p>https://www.youtube.com/watch?v=smnIC30HUdE</p>
	 <p>Caters Clips Published on Jun 1, 2016</p> <p>Road rage – the types of people you will meet on the road.</p> <p>https://www.youtube.com/watch?v=IGg_72XTPyg</p>
	 <p>OtenMaritimeStudies Published on Aug 9, 2009</p> <p>How to extinguisher oil spill fires with Powder and Foam extinguishers.</p> <p>https://www.youtube.com/watch?v=iLa6JZ8y2W4</p>

Training Guidance Videos



ExtremeAutoNews

Published on Dec 17, 2011

How to put out a car fire under the bonnet

<https://www.youtube.com/watch?v=JtM3SWrzFRk>



Safetycare

Published on Jul 21, 2011

What to expect when evacuation of a building occurs

<https://www.youtube.com/watch?v=UuTowptYIrM>



Safetycare

Published on Mar 12, 2009

What to know about lock-out and tagging procedures

<https://www.youtube.com/watch?v=CV6BDf40yZg>



Plumbing Council

Published on Sep 3, 2013

What to consider when investigating a construction accident

https://www.youtube.com/watch?v=80dLVf_cpTA

Case Studies



Road traffic worker hit and killed by car

<http://www.abc.net.au/news/2009-08-04/traffic-controller-killed-in-roadworks-crash/1378172>



Collision with traffic controller parked vehicle

<https://www.thechronicle.com.au/news/one-person-trapped-after-highway-crash/3193279/>



Road traffic worker hit and killed by car

<https://www.gt.com.au/news/police-diversion-place-following-fatal-collision/2767179/>



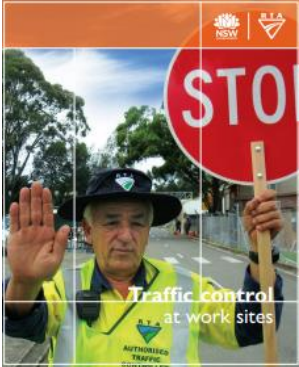
Traffic Controller killed on roads

<http://www.couriermail.com.au/news/queensland/queensland-roads-road-traffic-worker-hit-and-killed-by-car-on-bruce-highway-near-tanawha/news-story/68ced4f17db2341f0e8f246a8264dc6d>

Industry Guidelines and Traffic Management Standards

Each state and territory of Australia have guidelines they must comply with in terms of traffic management. The AS1742.3 Manual for uniform traffic control devices is also used as a national guideline in conjunction with each jurisdictions legislative and best practice documentation.

Below are some links to important documents that all traffic management staff should be aware of and have access to.



Transport
Roads & Maritime
Services

<http://www.rms.nsw.gov.au/business-industry/partners-suppliers/documents/technical-manuals/tcws-version-4/tcwsv4i2.pdf>



Queensland Government

Department of Transport and Main Roads

<https://www.tmr.qld.gov.au/business-industry/Technical-standards-publications/Manual-of-uniform-traffic-control-devices.aspx>













https://www.google.com.au/url?sa=t&rct=j&q=&esrc=s&source=web&cd=4&cad=rja&uact=8&ved=0ahUKEwiK-JnB4svYAhVDW7wKHY_gA_cQFghiMAM&url=http%3A%2F%2Fwww.iaff.org%2Fhs%2FEVSP%2FMUTCD%2520Manual%2520r.1.pdf&usq=AOvVaw0CwVLVsWkLOtU_1bWFNdEt



<https://www.nzta.govt.nz/resources/traffic-control-devices-manual/>

**Traffic and Recruitment Companies
currently employing new recruits.**

 <p>WARP Traffic Control – Sydney Office</p> <p>Phone: 1300 131 204 Fax: (02) 9606 4264 Email: slangley@warpgroup.com.au</p>	 <p>Retro Traffic</p> <p>Phone: 1300 197 683 Email: info@retrotraffic.com.au</p>
 <p>Hunter Labour Hire</p> <p>Phone: +61 2 8985 2019 Email: info@hunterlabourhire.com.au</p>	 <p>AAA Traffic Control</p> <p>Phone: +61 2 9675 7731 Email: info@aaatraficcontrol.com.au</p>
 <p>Evolution Group</p> <p>Phone: 1300 880 481 Email: info@theevolutiongroup.com.au</p>	 <p>D&D Traffic Management</p> <p>Phone: 1300 597 622 Email: info@dd-group.com.au</p>
 <p>ACR World</p> <p>Phone: +61 2 8079 0900 Email: sydney@arcworld.com</p>	 <p>Orbital Traffic Management</p> <p>Phone: 1300 885 415 Email: info@orbitaltraffic.com.au</p>
 <p>Workforce Road Services</p> <p>Phone: 1300 306 830</p>	 <p>CATO Logistics Pty Ltd</p> <p>Phone: +61 2 9517 1313 Email: info@catologistics.com.au</p>