

## FULL COURSE OVERVIEW & INFORMATION



### **Traffic Controller (TC) - Control Traffic with Stop Slow Bat Traffic Management Implementer (TMI) - Implement Traffic Management Plans Incorporates Department of Infrastructure Planning and Logistics (DIPL)**

Accreditations which are valid for 3 years:

- Workzone Traffic Controller (WZ2)
- Workzone Traffic Supervisor (WZ3)

Only persons qualified in nationally accredited units of competency in Workzone Traffic Management can be utilised for traffic management at worksites.

**Course Length:** Minimum - Four (4) days

**Course Times:** 08.00am to 4.00pm (Negotiable with PCBU)

#### **Course Overview**

The course will give participants the theory and practical skills required to implement traffic management plans and/or control traffic for works on roads, parking areas and restricted access construction sites to ensuring traffic flow is maintained and the risk to the safety of the public and workers is minimised.

Department of Infrastructure Planning and Logistics (DIPL) workzone traffic management accreditation recognises those persons who have met the knowledge, skills and experience requirements to undertake traffic management in an effective and efficient manner and in a way to ensure the safety of workers, event participants and all road users.

The training associated with this accreditation addresses the skills and knowledge requirements as specified by the Department Infrastructure, Planning & Logistics (DIPL), local governments, service providers, event organisers and their consultants/contractors who may be responsible for the implementation, control, design, review and approval of traffic management plans for the safe and effective management of traffic at worksites, events and emergency, urgent, planned or maintenance works.

Risk Assessment and Communication skills are critical to work in the delivery of safe and effective workzone traffic management. Now is the time for people to gain accreditation in Traffic Controller and Traffic Management Implementer to hold a statement of attainment in

- RIIWHS201E - Work safely and follow WHS policies and procedures
- RIICOM201E - Communicate in the workplace
- RIIWHS205E Control Traffic with Stop - Slow Bat
- RIIRIS301E - Apply risk management processes R
- RIIWHS302E Implement Traffic Management Plans .

Personnel undertaking workzone traffic management tasks on DIPL road network must hold the relevant Motor Vehicle Registry Workzone accreditation card as per the Provision for Traffic.

#### **Course Prerequisites**

- General Construction Induction Training card (NT White Card or interstate equivalent).
- Australian motor vehicle driver's licence

Original cards must be sighted by the trainer on commencement of day one (1) of the course.

Self-assess - Fitness for Duty

- Good Eyesight
- Good Hearing, speech and vision
- Good Mobility, endurance and concentration
- Good Character and suitability
- Good physical and medical condition
- Drugs and alcohol Free
- Can adapt to changing environmental conditions, cold, heat or high humidity

#### **Pre Course Preparations**

Course participants are encouraged to make ETAS trainers aware of any specific learning requirements (Foundation Skills) to ensure learning strategies are discussed, developed and implemented to achieve maximum participation, capacity and capability during training sessions. All course participants will need to have sound numeracy, oral communication, writing, reading, technology and self-management, skills to complete this learning program. Note - This is a high risk work area!

#### **Foundation Skills (Language, Literature & Numeracy)**

Applicants wishing to gain this accreditation will need to have a sound understanding of the English language and literacy and numeracy levels to access, interpret and apply:

Northern Territory Legislation

- Control of Roads Act 1953, and its Regulations
- Northern Territory of Australia Traffic Act 1987, and its Regulations
- Northern Territory of Australia Work Health and Safety (NUL) Act 2011, & its Regulations 2011
- Worksafe Codes of Practice and Guidance Materials
- Workplace documentation such as Safe Work Method Statements (SWMS), incident reporting, completion of daily diaries and log books

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**Foundation Skills (Language, Literature & Numeracy) continued**

Traffic Management Plans (TMPs) and Traffic Guidance Scheme (TGS's);

- Austroads Guide to Temporary Traffic Management (AGTTM) Part 6 and Part 7
- Sign and device positioning, spacing and placement;
- Two way radios operation and
- Communicate in meetings or to a group as team leader (Job pack contents - Pre-start).

**FOUNDATION SKILLS—LANGUAGE, LITERACY, NUMERACY AND EMPLOYMENT SKILLS  
ESSENTIAL TO COMPLETE THIS COURSE**

**Numeracy:** Applies basic mathematical problem solving processes, including simple addition, subtraction, multiplication and division

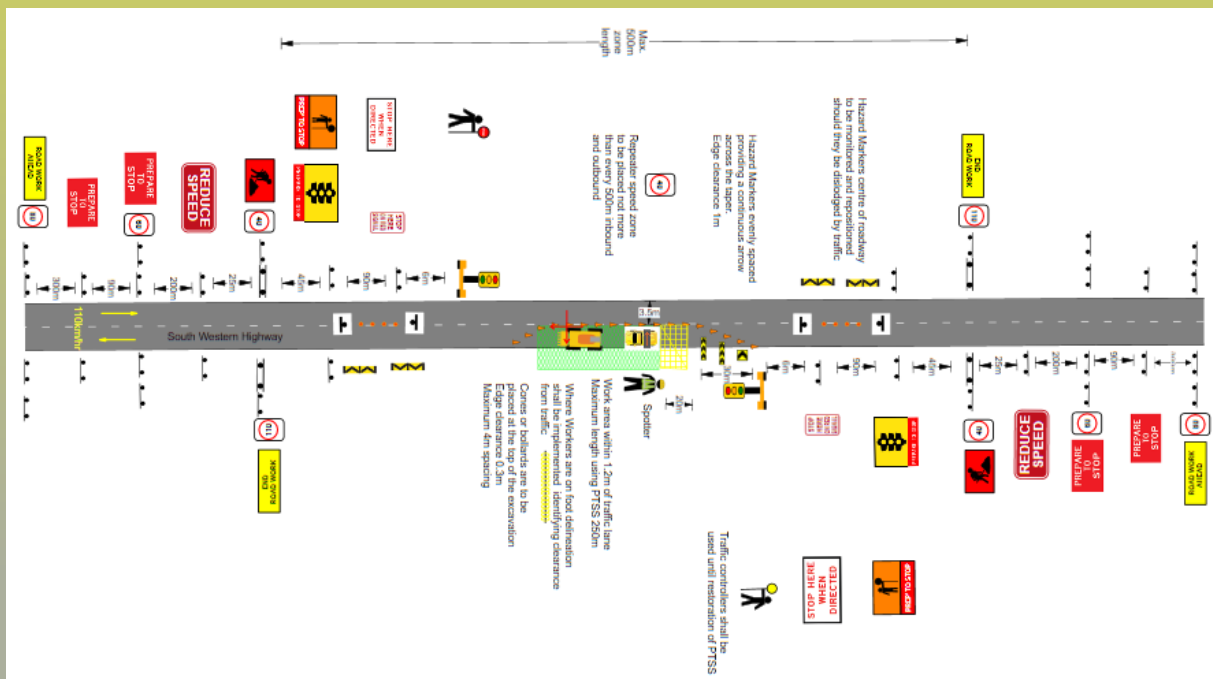
**Oral communication:** Listens to short, explicit instructions for work procedures and asks questions to clarify and confirm. Presents information and provides assistance using industry specific vocabulary. Uses listening and questioning to clarify and confirm understanding.

**Reading:** Identifies and interprets information from workplace procedures, policies, documentation systems, legislation and regulations.

**Technology:** Identifies purposes, specific functions and key features of common digital systems and tools and operates them as required.

**Writing:** Produces and completes written documents required for workplace procedures and legislative requirements. Produces and completes workplace reports using appropriate vocabulary, grammatical structures and conventions.

**Self-Management:** Monitors and minimises own exposure to worksite risks and hazards during activities.



**Statement of Attainment Issued by Others**

Where the Statement of Attainment had been obtained outside of Northern Territory or issued by a training organisation not registered with DIPL, the traffic management accreditation will be assessed against the performance criteria relating to the specific laws, regulations and Codes of Practice that apply in Northern Territory.

## Unit of Competencies - Key Elements

### Unit of Competency RIIWHS201E - Work safely and follow WHS policies and procedures

The skills and knowledge required to work safely and follow work health and safety (WHS) policies and procedures in the resources and infrastructure industries. It applies to those working in operational roles. They generally work under supervision to undertake a prescribed range of functions involving known routines and procedures and take responsibility for the quality of own work outcomes which involves Site Safety, Personal Safety and Protective Clothing, Operational Safety and equipment, Personal Wellbeing, Incidents and Investigations and Traffic Offences.

#### Assessment

**TC & TMI must demonstrate the ability to work safely and follow work health and safety (WHS) policies and procedures including:**

- *Sourcing, interpreting, clarifying and applying site safety information*
- *Recognising and following health and safety instructions and information,*
- *Clarifying and responding to information and directions*
- *Carrying out work instructions that comply with WHS policies and procedures*
- *Selecting, wearing and maintaining personal protective equipment for all activities that require personal protective equipment*
- *Applying safe lifting and manual handling techniques, Identifying and reporting on WHS issues to relevant personnel*
- *Identifying relevant work permits and clearances*
- *Responding to alarms according to workplace procedures and completing workplace reporting procedures.*

**During the above, the TC & TMI must locate and apply required documentation, policies and procedures and confirm that the work activity is:**

- *Compliant*
- *Implement the requirements, procedures and techniques required to work safely and follow WHS policies and procedures, work with others to under take work safely and follow WHS policies and procedures*
- *Communicate with others to receive and clarify work instructions and to determine coordination requirements prior to commencing and during work zone activities.*
- *TC & TMI must be able to demonstrate knowledge of key legislation required to work safely and follow WHS policies and procedures*
- *Key policies, procedures and documentation, including those related to complying with isolation procedures, site safety procedures, work health and safety procedures including reporting requirements, equipment safety procedures, complying with safety data sheets, hazardous substance handling and techniques, fitness of duty policies, workplace management procedures, emergency situations, use of personal protective equipment, use of permits, principles and techniques for manual and automated lifting and biological effects that affect work activities.*

### Unit of Competency RIICOM201E - Communicate in the workplace

The skills and knowledge required to communicate in the workplace in the resources and infrastructure industries and other industries with relevant work practices and procedures. It applies to those working in operational roles. They generally work under supervision to undertake a prescribed range of functions involving known routines and procedures and take some responsibility for the quality of own work outcomes which involves Communication in the workplace, Types of communication, Communication methods, Emergency communication and equipment.

#### Assessment

**TC & TMI must demonstrate the ability to communicate in the workplace:**

- *Identifying communication strategies and systems, operating communications systems and equipment to convey clearly and promptly to others,*
- *Listening carefully to instructions and information,*
- *Participating in group discussions and engage with group members respectfully, asking questions to clarify meaning concisely both written and verbally.*
- *Interpreting communications devices including identifying and reporting communication faults and deficiencies.*

**TC & TMI must be able to demonstrate the following:**

*Knowledge of key policies, procedures and documentation required to communicate in the workplace, in particular work health and safety procedures, emergency communication procedures, communication systems and equipment types, characteristics, technical capabilities and limitations, Including safety requirements, common faults, maintenance records and key communications devices such as lights, signs, alarms and sirens.*

## Unit of Competencies - Key Elements

### Unit of Competency : RIWHS205E Control traffic with stop-slow bat

The skills and knowledge required to control vehicle and pedestrian traffic using stop-slow bats, hand signals and approved communication devices in the resources and infrastructure industries and applies to those working in operational roles who generally work in teams in live traffic environments, under some degree of supervision which involves Prepare to control traffic, Control traffic and operate communication devices and conduct housekeeping activities.

#### Assessment

**The TC must demonstrate the ability to control traffic with a stop-slow bat according to traffic guidance schemes in a manner that is safe and follows workplace policies and procedures including directing pedestrian traffic (vulnerable road users) (cyclists) whilst using approved communication devices to transmit message and:**

- *Report traffic offenders and coordinate operations with pilot (Escort) vehicle in a shuttle flow work arrangement*
- *Participate in risk assessment and management processes and identify the type and scope of hazards and their impact and recommend risk control measures*
- *Identify key environmental protection issues and describe required solutions*
- *Complete incident reports and housekeeping requirements.*

**TC must be able to demonstrate :**

- *Knowledge of the risk assessment processes and hierarchy of control, work instructions and procedures for planning work to Northern Territory safety requirements relevant to temporary traffic management and environmental protection requirements including site emergency procedures, site and equipment safety requirements*
- *To traffic control requirements and procedures for directing pedestrian traffic with mobility issues, pedestrians with prams and cyclists.*
- *Traffic guidance scheme and traffic management plan compliance, communication device operations (hand held radios).*
- *Traffic control equipment types, characteristics, technical capabilities and limitations including operational and maintenance procedures for equipment*
- *Site isolation and traffic control responsibilities and authorities and the effects of travel speed and vehicle mass on stopping distances.*

### Unit of Competency RIIRIS301E - Apply risk management processes

The skills and knowledge required to apply risk management processes in the mining, drilling and civil infrastructure industries which applies to individuals who contribute to applying risk management processes as part of their responsibilities. This could be an Person Conducting a Business Undertaking (PCBU), line manager, supervisor, safety representative or worker. This unit applies to those who carry out or assist in carrying out risk assessment in the workplace which involves Plan and prepare for risk management, Identify and assess unacceptable risk, Identify and recommend risk controls, Con-tribute to the implementation of risk controls and Review risk management documentation.

#### Assessment

**TC & TMI must demonstrate the ability to complete the application of risk management processes that safely, effectively and efficiently follows workplace procedures to carry out work activity :**

- *By applying planning and organising skills to the risk management processes and identifying or sourcing criteria to determine unacceptable risk*
- *Identifying and recognising type and scope of hazards and their impact, assessing and determining the consequence, likelihood and level of potential risk, identifying unacceptable risk using the acceptable/unacceptable criteria, assessing options for appropriate controls and implementing accordingly*
- *Identifying and obtaining required resources, preparing and maintaining written records and report requirements and reviewing risk management documentation*
- *Identifying and recommending controls contributing to the implementation of controls. In the course of the above work the TC & TMI must also locate and apply relevant documentation, policies and procedures, apply relevant operational information apply industry terminology, demonstrate the ability to engage with workers reporting to you, co-workers, and supervisors in the risk management processes, communicate clearly and concisely with others to receive and clarify work instructions and to coordinate work activities, meet written and verbal reporting requirements and procedures associated with risk management processes.*

**TC & TMI must be able to demonstrate knowledge of the Commonwealth and Northern Territory Acts, regulations, codes or practice standards, guidance material and other relevant publications and internal and external sources of work related health and safety information and data and how to access them and:**

- *Work related health and safety legislative requirements relating to communication, consultation and participation, record-keeping, specific hazard identification and risk assessment and control methods*
- *Concept of hazards, risks and risk factors and topics or subject areas which are targets for assessment and treatment.*
- *Site risk management systems and their application and site work related health and safety management systems and their application.*
- *Hierarchy of Control and its application and conventions and requirements for written communications including report writing, problem solving techniques.*

## **Unit of Competencies - Key Elements**

### **Unit of Competency RIWHS302E Implement traffic management plans**

The skills and knowledge required to set out, monitor and close down traffic management plans and traffic guidance schemes in civil construction which involves the Prepare to implement traffic management plan, Set out traffic guidance scheme, Monitor traffic guidance scheme and Close down work activities. It applies to those working in supervisory roles. They generally work in teams in live traffic environments and hold some responsibility for the outcomes of others.

#### **Assessment**

**TMI must demonstrate the ability to implement traffic management plans in a manner that is safe and follows work-place policies and procedures which may involve lane closure, lateral shift, implementing a traffic management plan at an intersection, and controlling site construction vehicles and:**

- *During the above, the TMI must locate and apply required legislations, documentation, policies and procedures including documentation required for worksite projects and required traffic management*
- *Work with traffic control personnel to implement and complete a traffic management plan and traffic guidance scheme that meets all required outcomes including confirming all necessary resources are available, including qualified personnel, that all personnel understand, and are able to implement, their roles, task requirements, safety requirements and reporting requirements*
- *Communicating with others to resolve resourcing and coordination requirements prior to and during work activities and confirming that unattended sites and shut-down procedures are completed according to traffic management plan and traffic guidance scheme.*
- *Complying with written and verbal reporting requirements and procedures, including reporting offending road users.*

**TMI must be able to demonstrate knowledge of required legislation, regulations, codes and procedures including Ausroads Guides to Temporary Traffic Management (AGTTM) and WHS applicable to temporary traffic management including Temporary traffic management principles and:**

- *Risk management principles and procedures for identifying, analysing and treating potential hazards and risks,*
- *Key principles for implementing WHS including the role of Job Safety Analysis, Job Safety and Environmental Analysis and Safe Work Method statements*
- *Scope of authority to modify traffic management plan and traffic guidance scheme*
- *Basic signalling procedures for temporary traffic management, Procedures for selecting, using and placing signs and devices, including sequences of installation and removal and provisions for unattended sites.*
- *Radio operations procedures and protocols*
- *Equipment types, characteristics, technical capabilities and limitations, including for required specialist and externally-sourced equipment. And*
- *Site isolation, traffic control and emergency responsibilities and authorities.*

#### **Personnel Protective Equipment (PPE) / Dress**

A minimum standard of PCBU / Company Personnel Protective Equipment (PPE) is required daily:

Fully enclosed non-slip footwear - steel/composite cap boots

High visibility reflective clothing-garment (long sleeve) vest/shirt, trousers (shorts not acceptable)

Broad brim hat – (peak caps not acceptable)

Protective glasses - (clear / sun)

Raincoat ( inclement weather only)

Own Work Gloves

Own Hand Sanitiser

Sunscreen - broad spectrum SPF 30 or higher

*See last page for more details*

**All course participants will be required to read and interpret Traffic Management Plans (TMP) and Traffic Guidance Scheme (TGS) including completing calculations and written activities throughout the four (4) day training session. Participants need to provide work-based evidence of Implementation and controlling traffic for a minimum of three (3) separate live traffic projects of which two (2) must involve a lane closure, lateral shift or intersection and site construction vehicles.**

**Post Course - Log Book only**

Students may be **given six (6) months to submit** work based evidence. Extensions of one month shall only be granted if approved by the Regulatory Road Authority under exceptional circumstances and at the discretion of Earthworks Training & Assessment Services. Extensions must be requested in writing. Original evidence to be submitted in Hard copy. Students should retain a copy of what was submitted as originals will be archived and not returned.

**Practical assessments can be arranged by Earthworks Training and Assessment Services.**



**Fee for Service:**

**Darwin** - \$1200.00 per participant

**Regional** - \$1250.00 per participant



*This program is delivered and assessed by  
Earthworks Training &  
Assessment Services Pty Ltd  
(Nat. Provider: 50590)  
ABN: 30 092 729 532*



**Contact ETAS Admin**  
**Phone:** (08) 89885484  
**Email:** [etas@bigpond.net.au](mailto:etas@bigpond.net.au)  
**Website:** [www.etas.com.au](http://www.etas.com.au)



Personal protective equipment (PPE) requirements for this course are:  
Wide-brimmed hats to shade the face, head, neck and ears (or a hard hat with brim or neck flap), **Peak caps are not acceptable.**



Protective glasses



clear or



sun

High visibility reflective clothing - shirt long sleeve or vests with shirt long sleeve.  
**Short sleeve shirt are not acceptable.**



Gloves

Trousers— **Shorts are not acceptable.**



Fully enclosed non slip footwear.



Broad spectrum SPF 30 or higher sunscreen to minimise the exposure to ultraviolet (UV) radiation.