

WORKSITE TRAFFIC MANAGEMENT - CONVERSION GAP BRIDGING COURSE

Course Length: Minimum - One (1) day

Course Times: 8.00 am to 4.00pm (negotiable with PCBU - Employer)

MRWA Substantive Accreditations (Valid for 3 years)

- Worksite Traffic Management (WTM)



The Main Roads Western Australia (MRWA) traffic management accreditation recognises persons who have met the knowledge, skills and experience requirements to undertake worksite 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 of MRWA, Local Government, utility service providers, event organisers, and their consultants/contractors who may be responsible for the implementation, control, design, review and approval of traffic control guidance plans for the safe and effective management of traffic at worksites and events.

Personnel undertaking any tasks listed in the MRWA Codes of Practice (CoP) Roadworks, Events or Emergency works must hold the relevant MRWA traffic management accreditation that corresponds to the tasks listed in the relevant CoP.

Communication skills are vital for safe and effective worksite traffic management.

Applicants gaining accreditation should have the English language, literacy and numeracy levels to access, interpret and apply:

- Workplace documentation such as
 - ◇ ACTs and Regulations
 - ◇ Australian Standards
 - ◇ Codes of Practice
 - ◇ Policies and Procedures (SOPs)
 - ◇ Operator Manuals
 - ◇ Safe Work Method Statements (SWMS - JSAs, - JSEAs)
 - ◇ Log books and daily diaries;
 - ◇ Traffic Management Plans (TMPs) and Traffic Guidance Scheme (TGS's);
 - ◇ Compliance check - Auditing tools
 - ◇ Traffic Controller Handbook
- Sign position and placement
- Two way radios; and
- Communicate in meetings or to a group.

Note:

Computer skills will be essential to complete this course

WTM ACCREDITATION

Accreditation of all traffic management accreditation holders is required every three years. It is a requirement that 'Gap Bridging training' is undertaken to maintain accreditation with Main Roads WA.

Accreditation is required to ensure that practitioners are kept up-to-date with any changes in legislation, standards and guidelines etc. and also changes in technology and work practices over the previous three year period. The extent of training required for re-accreditation is related to the applicant's level of day-to-day exposure to task required to be carried out, as well as to the extent of changes that have occurred to the relevant resource documentation since the date of previous accreditation.

Those who seek accreditation will need to provide evidence of active engagement in the industry within the previous 12 months. This may include written evidence of their work experience and/or PCBU - Employer / Client references. Applicants must have achieved statements of attainment in the current units of competency prior to being re-accredited.

Those seeking accreditation must do so before their interstate accreditation has expired.

Failing this the individual will be required to attend the full course (exceptional circumstances may be considered by MRWA).

Accreditation Training and Assessment Requirements

In the three years since individuals attend traffic management courses key points may have been forgotten and therefore many may not be operating using best practice. It is recognised that the safety of work sites are dependent on the behaviour, attitude, awareness, motivation and skills of traffic management personnel and designers. A refresher course offers an opportunity for applicants to enhance these qualities as well as to share on job experiences and refresh their knowledge of the key functions of their role.

Course Delivery

RPL may be offered to some applicants seeking accreditation. Attending a conversion course will be more applicable to the vast majority of applicants seeking accreditation.

Main Roads WA Traffic Management re-accreditation minimum course duration is

- WTM – minimum one (1) day duration;

Note: The duration requirement will not apply to applicants undertaking RPL. For any RPL as a minimum the following will apply:

- The same written/oral assessment of the applicants knowledge and understanding of their responsibilities
- Direct observation (video evidence may be sufficient) by the assessor of at least one practical scenario;
- Substantial verified evidence of practical workplace / on-road

Pre-Requisites

The prerequisite for people gaining accreditation in a Conversion Worksite Traffic Management are:

Statement of attainment for:

- RIICOM201D– Communicate in the Workplace
- RIIWHS201D – Work Safely & Follow WHS Policies & work Procedures
- RIIWHS302D – Implement Traffic Management Plan
- RIIRIS402D – Carry out the Risk Management Process,
- RIICWD503D - Prepare workzone traffic management plan or evidence of attendance for this unit of competency.

The future additional prerequisite (to be confirmed) for people gaining accreditation in Worksite Traffic Management is likely to be:

- RIIRIS301D—Apply the risk management process

Course overview

For WTM accreditations, as a minimum requirement, applicants shall be required to undertake a written assessment on their knowledge and understanding of any relevant changes to the replacement Code or standard.

Upskilling to MRWA criteria commencing January 2017 includes units of competency

- RIICOM201D – Communicate in the Workplace
- RIIWHS201D – Work Safely & Follow WHS Policies & work Procedures
- RIIWHS302D – Implement Traffic Management Plan
- RIIRIS402D – Carry out the Risk Management Process,
- RIICWD503D - Prepare workzone traffic management plan - **attendance only**
No post course assignments or statement of attainment issued on completion for this unit of competency.

Accreditation Written Assessments - WTM

- Traffic Management for Works on Roads Code of Practice
- Traffic Management for Events Code of Practice
- AS 1742 - Manual of uniform traffic control devices Part 3 - Traffic control for works on roads
- Traffic Management Plan Preparation Guidelines
- AS 1743 - Road signs - Specifications
- AS/NZS 1906 – Retro reflective materials and devices for road traffic control purposes
- AS/NZS 4602 - High visibility safety garments
- Design for access and mobility for people with disabilities and other vulnerable road users (AS 1428, Austroads guide to traffic engineering - pedestrians, bicycles)

- Occupational Safety & Health Regulations - WHS Harmonization
- *Road Traffic Code 2000*
- Main Roads WA Traffic Controllers Handbook
- AS/NZS 3845:1999 – Road safety barrier systems
- AS/NZS ISO 31000:2009 – Risk Management
- Truck and Trailer Mounted Attenuator National Guidelines

In addition to the above requirement applicants shall undertake written/oral assessment on their knowledge and understanding of the following.

• Duty of Care
• Fatigue and hydration management
• Reporting procedures
• JSAs / SWMS
• Hazards – Work plant and road users
• Escape routes
• PPE
• Communication
• Daily Diary
• Reviewing TMPs and (TCDs - TCGP)
• Sign cleanliness
• Aftercare signage and delineation
• Safe work methods for setting out and recovering signs and devices
• Sign Credibility
• Assessing risk
• End of queue protection when using traffic controllers
• Risk Management
• Traffic flow
• Worker offsets and speed limits
• Staging of works
• Advance Warning

Accreditation Practical Assessments - WTM

For WTM accreditation, as a minimum requirement, applicants shall be required to submit, for assessment:

At least one (1) authorised traffic management plan that was implemented, either from the Main Roads WA template document or equivalent, with traffic control diagrams they amended.

- This shall include the risk assessment they conducted and daily diary.
- The plan must include multiple traffic control diagrams and speed reductions;

A copy of an onsite inspection of a roadwork or event traffic management site they have completed.

Where the primary role of the Applicant that is seeking their WTM accreditation is limited to:

Reviewing, recommending and/or authorising Traffic Management Plans; or Conducting site compliance inspections and modifying the Traffic Management Plans the applicant may submit a copy of a Traffic Management Plan that they had reviewed, approved or conducted a site compliance inspection for, together with their review comments, for assessment.

All evidence shall have been within the last 12 months of seeking their Main Roads WA Traffic Management accreditation.

Where an applicant is unable to produce a sample of a Traffic Management Plan that they have reviewed and modified within the last 12 months of seeking their accreditation the applicant will be required to sit the WTM assessment task and undertake an onsite inspection of a worksite.

Dress

A minimum standard of PCBU / Employer / Company Personnel Protective Equipment (PPE) and fully enclosed footwear is required.

Fee for Service \$1000
Subject to statement of attainment already attained

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

Mobile 0407991448

Email: etas@bigpond.net.au

Website: www.etas.com.au

ROADWORKS				
TRAFFIC MANAGEMENT PLAN				
INTERSECTION WORKS				
STREET NAME - SUBURB				
TRAFFIC MANAGEMENT COMPANY				
Contract				
March 2016				
Declaration				
I XXXXX (AWTM Cert No.XXXX) declare that I have designed this Traffic Management Plan following a site inspection on XXXXXXX. The Traffic Management Plan prepared, subject to the variations approved, is in accordance with the Main Roads Code of Practice and AS 1742.3				
Signature:				Date: XXXXXXX
	Name / Company	Accreditation Details	Date	Signed
TMP designed by	XXXXXX	AWTM XXX	XXXXXX	
TMP Reviewed by	XXXXXX	XX	XXXXXX	
RTM reviewed and Endorsed by	XXXXXX	RTM XXXX	XXXXXX	
Compliance Audit to be undertaken by:	XXXXXX	RTM XXXX	XXXXXX	
Service Authority Approval	N/A	N/A		
Road Authority Authorisation	Road authority authorisation of the implementation of traffic signs and devices is given for Traffic Management Plan No. XXXXXXX (Note: this can be provided by the road authority via email referencing the TMP and Rev No.)			Authorised Officer
	Signed Date: (Print Name)	Position		
TMP No	TSPL-XXX-XXXXXX	Rev. No.	X	Date
				XXXXXX
DISCLAIMER				
This template is a guide as to what would normally be included when preparing traffic management plans. The amount and type of details provided is project specific and therefore the template is only a base.				
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