



IMPLEMENT WORK ZONE TRAFFIC MANAGEMENT PLANS

COURSE DESCRIPTION

This document sets out the minimum requirements for training and assessment for Prepare a Work Zone Traffic Management Plan.

This course has a minimum of 4 units of competency (see below).

Units of Competency

- RIWHS201D Work safely and follow WHS policies and work procedures
- RIIRIS301D Apply risk management processes
- RIIGOV401D Apply, monitor and report on compliance systems
- RIICWD503D Prepare work zone traffic management plan

All units of competency must be completed and assessed as per training package and RMS requirements.

Minimum Training

- This course must be completed over a minimum of **2 full days** of workshop/training (with additional time for projects and assessment)
- All training is to include the development of TCP/TCGS as part of the TMP development
- All training and assessment must include reference to the Traffic Control at Worksites Manual, the Australian Standards as well as any other relevant regulatory documents and guidelines
- All outcomes must be tailored within the context of the cohort/participant needs
- Enrolment practices require a thorough understanding of the needs of the participant and will include; LLN requirements and workplace outcome context. All of this must be conducted during the consultation phase
- All trainer/assessors must be in a position to provide flexible training environments that are suitable for the participant/cohort needs
- All training programs must introduce participants to the use of technology for preparing and creating TCP's (e.g. the use of software programs designed to develop TCP/TCGS).

Upon completion of training the participant must have the skills and knowledge that includes:

- Develop and design a TCGS/TCP in accordance with relevant regulations, standards and road authority requirements
- Select and modify a TCGS/TCP based on risk assessment, statutory and regulatory requirements, standards, road authority requirements and project brief
- Prepare and develop a Work Zone Traffic Management Plan
- Incorporate environmental management plans
- Follow organisational and legislative WHS policies and work procedures.
- Select signs for a TCGS/TCP (as required)
- Sign-off a TCGS/TCP (if required)
- Keep records of all modifications to the TCGS/TCP
- Monitor control systems and interpret control systems to apply to the drawing and selection/design.
- Use approved methods and follow recognised local legislation
- Use the site/location assessment, distinguish topographical landmarks and carry out authorised risk control
- Conduct an onsite check and inspection of the plan to identify any unexpected risks/hazards
Interpret plans and be aware of the distance and measuring devices of method
- Interpret standards/requirements with local policy and procedures

- Arrange/draw up a TCGS/TCP to recognise graphical representation i.e. pedestrian movement plans, vehicle movement plans, notification of authorities
- Understand speed, environment, type and class of vehicles, traffic density, sight lines, environmental condition, weather patterns and surface type
- Identify record keeping structure, type of records to be maintained, approvals, duration records must be maintained, depository location and custodian
- Interpret engineering plans and drawings, interpret and apply relevant standards, interpret manufacturer's specifications, interpret engineering terms and phrases
- Identify all potential hazards and implement appropriate risk treatment control measures
- Determine the recommended spacing between signs and traffic control devices in line with standards; measure width of trafficable surface; calculate edge clearances to barriers, cones and clearance to work personnel
- Collate traffic volume data, type and class of vehicles
- Determine lane capacity, road network performance and lane closure restriction
- Identify impacts from any concurrent or adjacent works
- Identify times and dates of any planned public events that may result in increased or redistributed traffic patterns
- Identify approvals required, identify approval agencies, types of approvals for roadway access, railway reserve access, authority to install signs on roads, variation to standards
- Identify affected stakeholders and type of notification required and prepare notifications.

Training Package requirements

Evidence collected must demonstrate a candidate's competency in this unit.

All evidence must be relevant to the roles within this sector's work operations and satisfy all of the requirements of the performance criteria of this unit.

The assessor must verify the following as a minimum:

- The candidate must be able locate and apply all relevant legislation, documentation, policies and procedures.
- The candidate must be able to implement all of the requirements, procedures and techniques for the safe, effective and efficient preparation of work zone traffic management plans and must include:
 - accessing and interpreting plans, drawings, specifications and traffic management plan briefs
 - accessing and interpreting engineering survey information
 - accessing and interpreting hydrological, meteorological, cultural and heritage data
 - accessing and interpreting traffic analysis data
 - selecting and applying appropriate implementation techniques
 - applying engineering graphical presentation techniques
- The candidate must be able to work effectively with others to undertake and complete the preparation of work zone traffic management plans that meets all the required outcomes including:
 - complying with written and verbal reporting requirements and procedures
 - communicating clearly and concisely with others to receive and clarify work instructions
 - communicating clearly and concisely with others to coordinate work activities
- The candidate needs to demonstrate consistent and timely completion of preparing work zone traffic management plans that safely, effectively and efficiently meet all of the required outcomes on a minimum of 2 occasions including:
 - carry out risk assessments
 - interpret and analyse appropriate data
 - prepare a traffic management plan x 2
 - determine traffic management plan capacity requirements
 - select traffic management plan options
 - size traffic management plan components
 - develop and applying traffic management plans
 - calculate flow rates, level of service, capacities and percentages
 - maintain plan and cost records

- prepare a cost estimate
- obtain plan approval
- complete and submitting plan cost
- participate in performance review of the plan process
- provide clarification and advice to those applying the plan
- perform a validation of the plan

Knowledge

Assessors must obtain and verify the following knowledge requirements from the candidate in written form prior to being assessed as competent.

Demonstration of knowledge must include an understanding of;

- risk assessment and management
- statutory compliance
- work health and safety
- environmental management
- cultural and heritage
- quality management
- Australian and other relevant standards
- industry and organisational design
- current industry best practice
- traffic management plan options
- traffic management plan geometrics
- plan approvals and reviews
- documentation, recording and reporting
- performance reviews
- systems close out

Additionally

- How to identify potential hazards, constraints and conditions
- Have an understanding of team leadership techniques
- Have an understanding of operational techniques
- Have a thorough understanding of traffic management plan implementation structures and capabilities
- Display knowledge cost estimation techniques
- Understand the principles of road user behaviour

Minimum Assessment requirements will be

- Comprehensive theory questionnaires designed for each UOC at the LLN level required.
- Where the assessment is conducted as simulated desk based assessment, a minimum of 2 TMP projects that are contextualised to the participants for the work environment (taking into account that all tasks and knowledge are included as per the each UOC).
- All Projects must include the following:
 - 2 x comprehensive Traffic Management Plans (TMP) that are in context of the participants/cohort needs
 - TCP/TCGS plans must be imbedded within the TMP's (short term/long term)
 - Vehicle management
 - Overall scope of works
 - Timing and duration
 - Location of works/site description
 - Impact assessments
 - Maintaining network performance (Permit/ROL)
 - Community/consultation
 - Costings
 - Environment plans
 - Appropriate risk assessments
 - Cultural and heritage considerations
 - Pedestrians/cyclist
 - Site access
 - Traffic controllers
 - Approvals & record keeping

Although all effort for a desirable outcome for the participant is made by TMT and their trainer/assessors there is no guarantee of competency on completion of this course.

SOC issuance

- SOC issuances will no longer be permitted after training for Prepare Work Zone Traffic Management Plans
- SOC issuance will only be permitted upon final assessment of all UOC
- The RTO can issue the SOC, along with the SOA upon final assessment
- The RTO will issue the SOC and tick both the 'Training' and 'Assessment Only' section of the SOC
- This process is in place to provide the participant SOC whilst awaiting the issuance of a photocard.

Pre Requisites

- RMS will move to introduce the following pre-requisites for the enrolment (participants can hold either one of the following):
 - Current 'Apply Traffic Control Plans' photo card
 - Current 'Implement Traffic Control Plans' photo card (full qualification)
 - Current 'Select and Modify Traffic Control Plans' photo card
 - Current 'Design and Inspect Traffic Control Plans' photo card
 - Equivalent qualifications from other jurisdictions
- For those who do not hold formal Traffic Control/Management qualifications such as engineers and project managers and they wish to complete the course, they will be eligible if, they hold a tertiary qualification that is relative to the road construction, civil construction or engineering. This must be determined upon enrolment and a thorough TNA is completed.

LLN REQUIREMENTS

Students may be required to complete LLN based testing from Precision consultancy to ensure their level is adequate for the course level they have enrolled in. If the proposed students LLN level is deemed to be inadequate for the course we will then either make reasonable adjustment and/or direct the student to one of many areas of help we have at our disposal if they so desire. Precision Consultancy tests can be downloaded from - http://www.precisionconsultancy.com.au/acs_framework/