



Prepare a Work Zone Traffic Management Plan

Renewal for current or recently expired cards

This course is suited to experienced traffic control operators and traffic managers, who are required to:

- Prepare new traffic management plans
- Design TCGS/TCPs for road works

This course is not for workers who need only to select and adjust existing TCGS/TCPs to suit site conditions. This skill set is covered in 'Implement Traffic Control Plans'.

Renewal – no training required

For cards issued after July 2015, renewing cards has become easier with the RMS Renewal Photocard Application Form. This is a simple process of completing the application form and submitting it to LGTI with the supporting documents listed below – and you can enrol online anytime. No need to attend training, complete assessment or have a practical assessment. You can undertake renewal if you:

- Have a current or expired (no more than 3 months) Prepare a Work Zone Traffic Management Plan card
- Have worked in traffic control management over the last 12 months

The RMS Renewal PhotoCard Application process requires the following:

- Provide 3 samples of TCP/TCGS designed by you (with permits/ROL), approved and signed off as being implemented in the last 12 months (documents to be JP certified)
- Provide 1 x TMP developed by you, with verification that the TMP was approved and signed off by the client (documents to be JP certified)
- Copy of current Prepare a Work Zone Traffic Management Plan card
- Copy of Drivers Licence
- Copy of current Implement Traffic Control Plans card or tertiary qualification relative to road construction, civil construction or engineering (a pre-requisite for this qualification)
- Current, digital photograph to be supplied

The renewal application must be completed prior to or within three (3) months of your current card expiring.

Participants will be given a Statement of Completion (SoC) after the application form and supporting documents have been reviewed by the RMS assessor. The SoC will allow you to work on a site for 90 days while RMS processes the plastic card.

If your Prepare a Work Zone Traffic Management Plan card has expired for more than three (3) months you will need to do the initial training. LGTI does not offer initial training at this time.

**LGTI can come to your site to complete the renewal process with your staff.
Contact us for prices and information.**

Prepare a Work Zone Traffic Management Plan

Refresher for current or recently expired cards

Refresher– training required

For participants who:

- Have a current or expired (no more than 3 months) Prepare a Work Zone Traffic Management Plan card
- Cannot provide evidence of developing and implementing TCPs and TMPs in the last 12 months
- Have a current Implement Traffic Control Plans card or tertiary qualification relative to road construction, civil construction or engineering (a pre-requisite for this qualification)

Participants attend a one-day course, consisting of theory and practical activities. Refresher courses are held regularly at LGTI's Thornton Training Centre. If you have a group of staff requiring refresher training, LGTI's trainer can come to your premises. Contact us for details.

Participants that are not successful in completing all assessments satisfactorily on the day will need to rebook and pay the course fee. The refresher course must be completed prior to or within three (3) months of your current card expiring.

At the end of training, participants will be given a Statement of Completion (SoC) allowing them to work on a site for 90 days while RMS processes the plastic card.

If your Prepare a Work Zone Traffic Management Plan card has expired for more than three (3) months you will need to do the initial training. LGTI does not offer initial training at this time.

Practical Assessment for Refresher Training

Students will be required to undertake a risk assessment activity and develop a TMP and TCP for a Low-Level Infrastructure Project in the classroom.

Examples may include;

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| • Footpath Installation and repairs | • Line Marking |
| • Patching Works, Road | • Drive Ways |
| • Lentil Replacement Works | • Tree Removals |
| • Roundabout Installation | • Power Pole Replacement |
| • Pedestrian Crossing Installs | • Shoulder repairs |
| • Overhead Sign Installation (Gantries) | • Curb and gutter works |

Theory Assessment for Refresher Training

Students will be required to complete a written theory assessment comprising of 23 questions. This will be an 'open book' assessment undertaken in the classroom.