

# Traffic Controller and Implement Traffic Control Plan

## Who is This Course for?

This training program is designed for anyone working on the road performing **Traffic Control** duties, directing traffic with a stop/slow down bat or similar control device. The program includes training in how to setup and **Implement Traffic Control 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
- RIIWHS205D – Control traffic with stop/slow bat
- RIIWHS302D – Implement traffic management plan

**\$500\***

## What will I learn?

Upon successful completion of the training program you will be able to demonstrate knowledge and skills to:

- Work safely by following legislative WHS policies and work procedures
- Identify traffic control hazards and implement risk control measures
- Plan for and respond to emergency situations
- Communicate effectively using a range of techniques, equipment and business technology
- Complete common workplace documentation to organisational requirements
- Identify common traffic signs and understand their purpose in the Industry
- Read, interpret and implement Traffic Control Guidance Scheme (TCGS) and Traffic Control Plans (TCPS)
- Understand and make changes to a TCGS/TCP to suit the specific road environment
- Conduct inspections of worksites and contribute to making changes to TCGS/TCPs
- Conduct risk assessments specific to the Traffic Control Industry and TCGS/TCPs
- Manage traffic flow using stop/slow bat
- Understand stopping sight distances and road user behaviour
- Maintain traffic incident reports and a daily diary of work completed
- Assess and respond to changes in the environment
- Participate in toolbox talks specific to traffic control
- Interpret plans and use distance and measuring devices of method
- Identify and select the correct type of signs and traffic control devices in line with a TCGS/TCP
- Install and remove signs and devices, lane closures, advanced information signage in line with a TCGS/TCP
- Understand speed, environment, type and class of vehicles, traffic density, sight lines, environmental conditions, weather patterns and surface type
- Maintain traffic incident reports and a daily diary



### 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



**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 Third-Party Observations
- 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 (15mins 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 Enrolment forms and a language, literacy and numeracy (LLN) test that must be completed.

If student successfully passes LLN test the student 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 Third-Party Observation

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

Delivery Methods and Assessment	
<b>New Entrants Pathway:</b>	<b>Recertification / RPL:</b>
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 candidates 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 candidates should contact an Affirm Training representative for further advice.
<b>Licensing:</b>	<b>Entry Requirements:</b>
To work as a Traffic Controller in NSW candidates 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 cards and certificates will be at the cost of the student. Photocards - \$35 each, Certificates - \$35 each.	All candidates need to provide Proof of Identity. All candidates must complete a Language Literacy and Numeracy test and supply a Unique Student Identifier (USI). Available at <a href="http://www.usi.gov.au">www.usi.gov.au</a>
<b>*Fees: \$500 Training + \$150 Assessment Day</b>	<b>Pre-requisites:</b>
This includes: All course materials, face-to-face training and assessment on the job in a pre-determined workplace. Roads and Maritime Services Statement of Completion certificates, Nationally Recognised Statement of Attainments, and Processing of Roads and Maritime Services Photocard.	There are no pre-requisites for this training program however each student must bring a valid Unique Student Identifier (USI). Available at <a href="http://www.usi.gov.au">www.usi.gov.au</a>
<b>Support Services</b>	<b>Complaints, Grievances and Appeals</b>
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 on the Affirm Training website.	Affirm Training has robust systems, policies and procedures in place to deal with complaints from participants and employers. Any issues should be directed to the Training Services Manager in writing. Further information on the Complaints, Grievances and Appeals process can be found on the Affirm Training website.
<b>Refund Policy</b>	
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 unit will be eligible for a full refund. If a course is cancelled by Affirm Training fees will be refunded or an alternative course schedule can be negotiated with the client. 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 unit after the commencement of the unit, no refund of training program fees will be paid. If a client fails to attend the unit they have enrolled in, no refund of fees will be paid. In the event that a refund is approved the participant may request a transfer to an alternative unit offered by ACES / Affirm Training.	
<b>More Information</b>	<b>Contact Us</b>
Doors close 10 minutes after scheduled start time. Please ensure you arrive early to complete the administration process.  Candidates 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%.	Contact an AFFIRM Training representative to find out more.  Phone: 02 9699 7711  Email: <a href="mailto:info@affirmtraining.com.au">info@affirmtraining.com.au</a>  Website: <a href="http://www.affirmtraining.com.au">www.affirmtraining.com.au</a>

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**Course Information**

Course Title:	<b>Traffic Controller and Implement Traffic Control Plans</b>
Qualification / Unit / Skillset Code:	RIISS00041 / RIISS00044
Training Location:	<b>Theory and Practical Training Day:</b> 1 Cowper Street, Granville, NSW 2142 <b>On-the-Job Assessment Day:</b> <b>Holker Busway</b> - Sydney Olympic Park, Homebush, NSW, 2127 If driving access <b>P5</b> car park off Hill Road.
Dates:	To be determined.
Duration & Time : # Please be there 15 minutes early for enrolment.  **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	<b>(2) Days Classroom Theory &amp; Practical Training#</b> – 08:00 – 17:00 <b>(1) Day Practical Assessment# **</b> – 7:30 -16:30

**How to find us:**

**Theory & Training Location:**

1 Cowper Street - Granville



**Practical Assessment Location:**

Holker Busway - Sydney Olympic Park, Homebush



Public Transport: Buses and Trains – 15 mins walk  
Parking: Public Car Park at \$25 all day parking.

**What to bring checklist:**

Valid Identification (Photo ID) <input type="checkbox"/>	Statement of Completions (must be current) <input type="checkbox"/>
Unique Student Identifier – <a href="http://www.usi.gov.au">www.usi.gov.au</a> <input type="checkbox"/>	
Writing materials – Pen / Notepad <input type="checkbox"/>	If you completed training from another organisation <input type="checkbox"/>
Payment if approved to pay on the day <input type="checkbox"/>	please ensure you bring all of their paperwork.
NSW White Card or equivalent (Construction Card) <input type="checkbox"/>	
Lunch / Water <input type="checkbox"/>	
Sun Cream <input type="checkbox"/>	

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Practical Training Notes	What to wear:
<p>You will be trained on-the-job for practical components of your course. The training process is designed to ensure you can fulfil the requirements of working in the traffic industry. If you feel you are not yet ready for assessment you should discuss this with an Affirm Training representative to coordinate further refresher training.</p> <p>If you were trained by another organisation you must bring all your paperwork to be completed by an Affirm Training organisation. If you don't this will cause delays in the process and may mean you cannot work.</p>	<p><b>Traffic Control Courses:</b> 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 maybe refused entry to the worksites for assessment.</p>

**Assessment Day Notes**

The assessment day is treated as your induction into working conditions in the traffic and construction industry. You must maintain your own safety and comply with instructions from your Trainer / Assessors.

Students that fail to comply with the safety instructions may be sent home without refund. Use of mobile phones on worksites may cause you to receive a 'Not Yet Competent' grading and you will have to attend another training day at your cost.

Students that are deemed 'Not Yet Competent' maybe asked to return for further training / assessment sessions. Students that attend the assessment day do not automatically receive a pass mark, you must meet all conditions of the training package, performance criteria, required skills and knowledge to be deemed competent by the Assessor. Affirm Training suggest you refresh yourself with your learning guides to ensure you are ready and prepared for the training/assessment process to avoid disappointment.

Students must ensure all paperwork is completed and supplied to their training provider to complete the assessment process. Affirm Training accepts no responsibility for students that fail to comply with completing the necessary paperwork. Additional fees may be incurred for students that require further assistance after the training/assessment day through failure to comply with provided instructions.

To ensure you are fully informed prior to enrolment you should refer to the ACES marketing, procedures and policies related to the course you are enrolling in located at [www.acesecurity.com.au](http://www.acesecurity.com.au)

Further information relating to refunds, complaints, appeals and grievances is available from [www.acesecurity.com.au](http://www.acesecurity.com.au)









Should you require assistance ACES / Affirm Training representatives are available by contacting 02 9699 7711.

By accepting your Workplace training shift you agree to the terms and conditions of the Employee Training Policy (available upon, request attached this document and on the ACES Intranet).

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

# 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><b>Traffic Controller Australia</b> 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><a href="https://www.youtube.com/watch?v=WXAnzPbdhN0">https://www.youtube.com/watch?v=WXAnzPbdhN0</a></p>
	 <p><b>Tim Millard</b> Published on Oct 12, 2015</p> <p>This video provides shows the operations of Altus a large traffic management.</p> <p><a href="https://www.youtube.com/watch?v=VxXxfY-hDfg">https://www.youtube.com/watch?v=VxXxfY-hDfg</a></p>
	 <p><b>Tim Millard</b> Published on Oct 5, 2015</p> <p>This video provides shows the operations of Altus a large traffic management.</p> <p><a href="https://www.youtube.com/watch?v=ACdBQXrWd28">https://www.youtube.com/watch?v=ACdBQXrWd28</a></p>
	 <p><b>Tim Millard</b> Published on Apr 30, 2016</p> <p>A thoughtful video for something to think about when working on roads.</p> <p><a href="https://www.youtube.com/watch?v=NWdrbJ0W2fc">https://www.youtube.com/watch?v=NWdrbJ0W2fc</a></p>

## Training Guidance Videos



**Tim Millard**

Published on Oct 19, 2015

Words from a traffic control supervisor.

<https://www.youtube.com/watch?v=o3CVBxNUQG8>



**A1 Highways**

Published on Aug 19, 2015

Innovative machinery being trialled for installing and collecting traffic cones in Australia.

<https://www.youtube.com/watch?v=5hfl0x6EjNo>



**Fury Road**

Published on Jan 1, 2018

Road rage – the types of people you will meet on the road.

<https://www.youtube.com/watch?v=smnIC30HUDE>



**Caters Clips**

Published on Jun 1, 2016

Road rage – the types of people you will meet on the road.

[https://www.youtube.com/watch?v=IGg\\_72XTPyg](https://www.youtube.com/watch?v=IGg_72XTPyg)



**OtenMaritimeStudies**

Published on Aug 9, 2009

How to extinguisher oil spill fires with Powder and Foam extinguishers.

<https://www.youtube.com/watch?v=iLa6JZ8y2W4>

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## 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](https://www.youtube.com/watch?v=80dLVf_cpTA)

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## Case Studies



### NEWS

Road traffic worker hit and killed by car

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



### The Chronicle

Collision with traffic controller parked vehicle

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



### QT THE QUEENSLAND TIMES

Road traffic worker hit and killed by car

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



### The Courier Mail

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>

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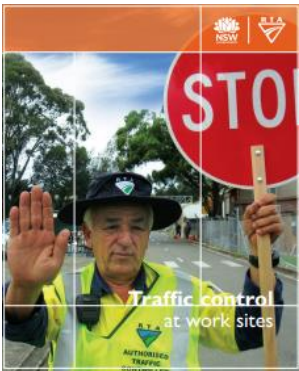
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# Industry Guidelines and Traffic Management Standards

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.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/>

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Traffic and Recruitment Companies  
currently employing new recruits.

 <p><b>WARP Traffic Control</b></p> <p>Phone: 1300 019 304 Email: <a href="mailto:enquiries@wta.edu.au">enquiries@wta.edu.au</a></p>	 <p><b>Retro Traffic</b></p> <p>Phone: 1300 197 683 Email: <a href="mailto:info@retrotraffic.com.au">info@retrotraffic.com.au</a></p>
 <p><b>Hunter Labour Hire</b></p> <p>Phone: +61 2 8985 2019 Email: <a href="mailto:info@hunterlabourhire.com.au">info@hunterlabourhire.com.au</a></p>	 <p><b>AAA Traffic Control</b></p> <p>Phone: +61 2 9675 7731 Email: <a href="mailto:info@aaatraficcontrol.com.au">info@aaatraficcontrol.com.au</a></p>
 <p><b>Evolution Group</b></p> <p>Phone: 1300 880 481 Email: <a href="mailto:info@theevolutiongroup.com.au">info@theevolutiongroup.com.au</a></p>	 <p><b>D&amp;D Traffic Management</b></p> <p>Phone: 1300 597 622 Email: <a href="mailto:info@dd-group.com.au">info@dd-group.com.au</a></p>
 <p><b>ACR World</b></p> <p>Phone: +61 2 8079 0900 Email: <a href="mailto:sydney@arcworld.com">sydney@arcworld.com</a></p>	 <p><b>Orbital Traffic Management</b></p> <p>Phone: 1300 885 415 Email: <a href="mailto:info@orbitaltraffic.com.au">info@orbitaltraffic.com.au</a></p>
 <p><b>Workforce Road Services</b></p> <p>Phone: 1300 306 830</p>	 <p><b>CATO Logistics Pty Ltd</b></p> <p>Phone: +61 2 9517 1313 Email: <a href="mailto:info@catologistics.com.au">info@catologistics.com.au</a></p>

## Approved Clothing for Assessment Days

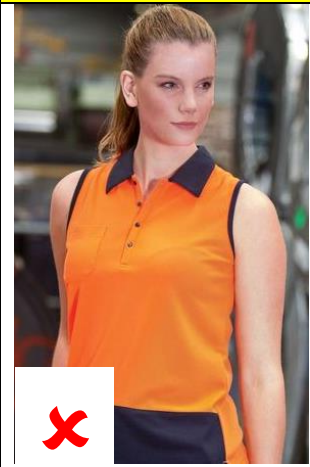

When attending an Assessment Day you are required to wear the appropriate safety clothing in line with working under construction site conditions.

All traffic clothing and boots can be easily purchased online, at safety shops or at your local markets for less than \$150 and is a requirement when working on any roads.

Should you arrive at the Assessment Day in inappropriate clothing then you maybe refused entry.

No refunds are offered to students that fail to read and comply with these conditions.

Expected uniform standards for Assessment Days		
		
<b>Long Sleeve – Hi Vis</b>	<b>Long Pants / Safety Boots</b>	<b>Hat Protection</b>

Non-approved uniform on Assessment Days. Wearing the below may cause you to be sent away.		
		
<b>No Singlets</b>	<b>No Shorts</b>	<b>No Leggings No open toe shoes</b>