

**CTG RECOGNITION OF PRIOR LEARNING (RPL) APPLICANT CHECKLIST – TRAFFIC CONTROLLER
(TC1)**

Applicant Details:

Name: _____

Date: _____

INFORMATION:

This guide is provided to assist applicants in collecting and submitting the required evidence for RPL in Traffic Control TC1 skillset at Construction Training Group (CTG). To ensure your application is considered, you must supply evidence. You are also encouraged to submit any additional supporting documentation that strengthens your application, such as a resume, work schedule, training records, job cards, or logbooks. **The evidence you submit must be from the past 12 months.**

Please tick all applicable items and submit this form as per the submission instructions contained in this document.

NOTE: RPL IS NOT A REFRESHER COURSE, IT IS RECOGNISING PRIOR LEARNING AND EXPERIENCE.

ENTRY REQUIREMENTS – TC1

Evidence Item: You MUST SUPPLY these requirements:	Applicant Check – Please tick the box if supplied.	CTG Verified
Must hold the unit CPCCWHS1001 Prepare to work safely in the construction industry or its equivalent unit. <i>CPCCWHS1001 Prepare to work safely in the construction industry OR CPCCWHS1001 Prepare to work safely in the construction industry OR CPCCOHS1001A Work safely in the construction industry</i> You MUST provide your Statement of Attainment (SOA) for your 'White Card' unit, this cannot be the 'WorkSafe issued card' – it must be a certificate stating attainment from the RTO that you completed the course at	☐	☐
Evidence of RIIWHS205E Control traffic with stop-slow bat (RTO Selection Criteria) Please supply a copy of your traffic control statement of attainment OR card (old 'tickets')	☐	☐

PLEASE COMPLETE NEXT PAGE – EVIDENCE COLLECTION

EVIDENCE COLLECTION – TC1

Evidence Item MUST BE LINKED TO CATEGORY 1 ROADS/JOB	Applicant – Please check box if supplied	CTG Verified
Traffic Guidance Schemes (TGS) / Traffic Management Plans (TMP) LINKED TO DOCUMENTATION/JOB/DATE Your evidence must show controlling traffic on high-speed low volume rural roads, or high-volume low speed urban streets & assisting pedestrian and venerable road users – better described as Category 1 Roads. Evidence of controlling traffic by following traffic guidance schemes/ traffic management plans for at least <u>two</u> of the following on separate dates: - control traffic with a stop-slow bat - manage site access - lane closure shuttle flow - use of traffic control station (stop here when directed & 4 cones down centerline) - use of Portable Traffic Control Devices such as Signals/E-Boom devices On at least one occasion: - directing pedestrians with mobility issues - directing cyclists - pedestrians pushing prams	☐	☐
JSEA/JSA/SWMS/RISK ANALYSIS/JOB CARD Or equivalent LINKED TO TGS/TMP/JOB/DATE	☐	☐
Traffic Management Implementation Checklist/ Traffic Control Checklist/ Site Diary/ Daily Diary / Risk Register Or equivalent LINKED TO TGS/TMP/JOB/DATE	☐	☐
Vehicle Pre-Start/ Start Card/ Take 5/ incident Report/ Near Miss Report/ Site Audit Report/ Site Assessment/ LINKED TO TGS/TMP/JOB/DATE	☐	☐
JOB DOCKET/ DATED PAY SLIP/ - Something that states start & finish time of job completed with your name attached LINKED TO TGS/TMP SUPPLIED	☐	☐
COMPLETED INCIDENT REPORT or NEAR MISS REPORT	☐	☐
Evidence of using PTCD's: PORTABLE TRAFFIC LIGHT (PTSS), E-BOOM BARRIER, GIBNEY BARRIER, TRAILER MOUNTED ARROWBOARD, TRAILER MOUNTED VMS – If this is linked to job evidence, please make a reference note here:	☐	☐
WORKSITE PHOTOS – evidence photos of you completing work duties, photos of your worksites, tapers ETC – the more the better!	☐	☐

CONTINUED ON NEXT PAGE

Evidence Item MUST BE LINKED TO CATEGORY 1 ROADS/JOB	Applicant – Please check box if supplied	CTG Verified
LETTER FROM YOUR EMPLOYER ON COMPANY LETTER HEAD <i>This letter should include at minimum:</i> - The length of your employment as a TC/TMI with the company - The total approximate hours you have used a stop/slow bat to control traffic throughout employment - The total approximate number or TMP/TGS you were responsible for implementing throughout employment - The category roads you have performed TTM duties on - The types of set ups you have implemented - If you have used communication devices and equipment - If you have been involved with hazard identification and control	☐	☐
LETTER OF SUPPORT - from another TC/TMI/Supervisor/Team Leader you have worked with in the last 12 months – <i>must include their qualification details</i> – outlining your experience in the TTM industry and the jobs they have worked with you	☐	☐

If you can't supply some of the above examples, don't stress – although, all evidence submitted will determine your eligibility for RPL. Note that evidence requirements vary between applicants, no application is the same – we may contact you to supply more if what you have supplied is not deemed satisfactory for the specific RPL application.

Instructions for Submission

1. Review your checklist to ensure all relevant evidence is collected.
2. Label each document clearly if possible (e.g., “White Card – SOA”, “Employer Letter”, “TGS 1”, etc.).

The Austroads RPL application form for this road category is also included in this document. Please complete and submit this form as part of your application.

When completing the Austroads RPL application form, please pay close attention to Section 5 - Workplace Validation and Section 6 - Evidence Table.

The Workplace Validation Table in Section 5 lists several items that you are required to support with evidence in your RPL application. For example, it may ask you to demonstrate that you have controlled traffic using a stop/slow bat on at least 2 occasions, coordinated operations with a pilot vehicle in a shuttle flow arrangement, controlled traffic using a PTCD (either a PTSS or boom barrier) on at least two occasions and provide evidence of a minimum of 20 hours undertaking these job requirements (no clarity required around percentage of PTCD / Stop-Slow bat). You must tick or cross each item based on the evidence you can provide. Do not tick an item if you cannot provide the required evidence—simply leave it blank.

When completing Section 6 - Evidence Table, keep in mind that a single piece of evidence can be used to support multiple validation items. For example, a letter from your employer describing your traffic control duties could potentially support several items from Section 5, such as:

- Participated in pre-start meetings including accessed and reviewed the content of the job pack, including Traffic Management Plan (TMP), Traffic Guidance Scheme (TGS) and identified work site requirements
- Accessed and checked the functionality of two-way radios
- Operated communication devices correctly including ensuring devices are fit for purpose, communication is delivered in a clear and concise manner; take, confirm and pass on messages promptly to others and use correct terminology
- Accessed and placed the correct signage in the correct location in accordance with the TGS.
- Reviewed the residual risk from TMP and identified, addressed and reported potential risks, hazards and environmental issues and determined control measures
- Ensure cleaning, checking maintaining and storage of tools and equipment, to meet manufacturers specifications, at the completion of the task

the letter is detailed enough, you could reference it in Section 6 like this: "Letter from my current employer relates to items 1, 2, and 5."

If you're unsure about how to complete these sections, feel free to contact us! We're here to help.

Submit the completed checklist, Austroads RPL application form and supporting documents to traffic@constructiontraininggroup.com.au

One person may apply for RPL for more than one road category. To help us differentiate your application, please include the following in the subject line of your email: TRAFFIC RPL APPLICATION – [Your Full Name] [Road Category, e.g. TC1].

What next?

Once received, we will review your application. We will contact you with the next steps or request further evidence, if required.

Traffic Controller 1

Recognition of Prior Learning – Applicant



Version 1

Student's name

RIISS00058

Traffic Controller Skill Set for Urban Streets and Low
Volume Rural Roads



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The text provided in this document may not be edited.

Only an approved Training Provider is permitted to use this training resource. An Approved Training Provider is a Registered Training Organisation that has been approved by a road agency to deliver this National Temporary Traffic Management Training Program.

Version	Date	Comment
1.0	October 2022	Approved – Austroads Temporary Traffic Management Task Force
1.01	February 2024	Page 13, Section 12b – Updated. Removed incorrect skills.
1.02	October 2024	New front and back covers added`
1.03	January 2025	Minor updates to wording

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About This Skill Set

Traffic Controllers direct the flow and speed of vehicles, and ensure the safety of drivers, pedestrians, cyclists and workers. Traffic Controllers are often relied on for manual control of vehicles where automatic lights are unavailable, such as next to road works, construction sites, during public events and as part of a coordinated emergency response.

This Recognition of Prior Learning (RPL) application covers the skills and knowledge required for obtaining the RIIS00058 - Traffic Controller Skill Set for Urban Streets and Low Volume Rural Roads skill set (Traffic Controller 1). This skill set has been created to align to the requirements of individuals responsible for traffic control in temporary traffic management, as described in the Austroads Guide to Temporary Traffic Management on Temporary Traffic Management Category 1 environments. For further information visit [Temporary Traffic Management | Austroads](#)

This RPL application covers the content of all units within the RIIS00058 - Traffic Controller Skill Set for Urban Streets and Low Volume Rural Roads skill set which are;

- **RIICOM201E Communicate in the workplace**
This unit describes 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 where the worker works under supervision to undertake a prescribed range of functions involving known routines and procedures.
- **RIIWHS205E Control traffic with stop-slow bat**
This unit describes 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. It applies to those working in operational roles. They generally work in teams in live traffic environments under supervision.
- **RIIWHS206 Control traffic with portable traffic control devices and temporary traffic signs**
This unit describes the skills and knowledge required to monitor and control traffic with portable traffic control devices and temporary traffic signs according to traffic management plans and traffic guidance schemes. It applies to those working in operational roles. They generally work in teams in live traffic environments under supervision.

The RPL Application Process

1. Initial discussion with your assessor, this is to answer any questions you may have about the RPL process and for the assessor to determine if you are eligible to apply for RPL.
2. Locate evidence of your workplace (practical) experience and formal/informal training.
3. Complete and submit the RPL Application form.
4. Your assessor will review your application and evidence and, if required, will call you to clarify/discuss further.
5. Your assessor will organise for you to meet with them to have a conversation throughout which your assessor will ask questions to gain an understanding of your workplace experience and knowledge.
6. Completion of a written challenge test (theory assessment).

Tips and Hints To Help You Prepare For Recognition

To have your skills and knowledge formally recognised in the national system, assessors must make sure you have the current skills and knowledge to meet the industry standard. This means you must be involved in a careful and comprehensive process that covers the content of all units you can be recognised for.

Your RPL application will be based on providing evidence that you have the skills and knowledge required for units listed and that you are (or have in the previous 12 months) worked as a Traffic Controller 1 (on a live category 1 road environment) which includes meeting both the practical and theoretical components of all the units of competency and the skill set.

Here are some tips and hints for you:

1. Be prepared to talk about your job roles and work history. Have an up-to-date resume or, at the least, jot down a few points about where you have worked, either paid or unpaid, and what you did there that relate to your application.
2. Locate your current position description and any performance appraisals (if available).
3. Contact a third party referee – that is someone in your current and/or previous workplace that would be happy to verify your skills and you're comfortable with them discussing this with an assessor. Remember referees need to be a current or recent (from the past 12 months) supervisor/ team leader.

You may also have community contacts from volunteer work that can confirm your skills.

4. Collect any certificates from in-house or formal training you have successfully completed.
5. Other forms of evidence could include letters from employers, records of your professional development sessions, employers or clients in related industries or government agencies, acknowledgements, workplace forms or other relevant documents.
6. Have an understanding of the Austroads Guide to Temporary Traffic Management – Parts 1 to 10 – this will be particularly important when you sit your theory assessment. In particular Part 7 which relates to Traffic Controllers.
7. You may wish to separate the supervisor's report and email or provide it to your supervisor so they can complete it while you are collecting your evidence.

Preparing your RPL Application

Complete the RPL Application form noting any evidence you will require.

Step 1 Collect Evidence

Documents you may provide to support your application include:

Workplace documents

- Any licences/tickets/authorisations
- Resume or details of work history
- certificates from in-house or formal training courses completed.
- Diaries/task sheets/job sheets/log books
- Site training records
- Site competencies held record
- references/letters from current and/or previous employers/supervisors

Remember you will need to supply contact details of one or two work referees (third parties) who can confirm your skills.

Step 2 Submit the evidence and application

1. Collect the evidence you need to support your application
2. Remember, you are signing a declaration stating that the information you provide, including any copies of documents or licenses you are supplying as evidence, is authentic.

Step 3 Assessor to check

The assessor will check the evidence you have provided and if required contact you by phone or email to clarify anything unclear or missing.

Step 4 Conversation with Assessor

The conversation provides an opportunity for you to confirm your skills and experience identified in your RPL application. This will also confirm your industry currency and understanding of the Austroads Guide to Temporary Traffic Management, Australian Standards and jurisdictional specific standards.

Step 5 Completion of Challenge Test

You will be given a date/time by your Approved Training Provider (ATP) to complete a challenge test (theory assessment).

Step 5 Notification

The ATP assessor will contact you to discuss the outcome of your RPL application.

RPL Application Form for Traffic Controller TTM Category 1 (RIISS00058)

1 Personal Details	
Surname:	Title: Mr/Mrs/Ms/Miss/Dr/other
First Name:	Middle Name(s):
Date of Birth:	
Home Address:	
Suburb:	Postcode
Postal Address (if different from above)	
Suburb:	Postcode
Phone Number:	Work Phone:
Email:	

2. Current Employment	
Are you currently employed? ☐ Yes ☐ No	
If yes, is your occupation related to the skill set you are seeking RPL for? ☐ Yes ☐ No	
What is the name of your employer?	
Please provide details of the workplace:	
Name:	
Address:	
Type of workplace (profession):	

3. Formal Training / Qualifications			
Have you completed any nationally recognised training related to industry? ☐ Yes ☐ No			
Name of course or qualification	Completion date (month, year)	Country	Name of Training Organisation

4. Other Training/Certificates Completed (non-accredited)			
Name of course or qualification	Completion date (month, year)	Country	Name of Training Organisation

5. Workplace Validation		A
Complete the column marked A (applicant) by placing a tick or a cross to show if you can address the requirement (tick = yes, cross = no).		
1	Controlled traffic using a stop/slow bat on at least 2 occasions.	
2	Must have directed pedestrian traffic on at least one occasion. Pedestrian traffic must include: - those with mobility issues OR - pedestrians with prams OR - cyclists <i>(applicant to identify which of the above categories is relevant)</i>	
3	Coordinated operations with a pilot vehicle in a shuttle flow arrangement	
4	Completed at least one incident report <i>(attach a copy of an incident report generated by the applicant)</i>	
5	Controlled traffic using a PTCD (either a PTSS or boom barrier) on at least two occasions.	
6	Evidence of a minimum of 20 hours undertaking the above (no clarity required around percentage of PTCD / Stop-Slow bat)	
7	Operate communication devices correctly including ensuring devices are fit for purpose, communication is delivered in a clear and concise manner; take, confirm and pass on messages promptly to others and use correct terminology.	

6. Evidence Table		
When you collect your evidence, write what the evidence is in the 'attached evidence table' and align the line number on the first table with the letter which corresponds to the evidence you are providing. Remember, you are signing a declaration stating that the information you provide, including any copies of documents or licenses etc. you are supplying as evidence, is authentic. Attached evidence table (add lines as required)		What numbered row/s does this align to in the table above?
A		
B		
C		
D		
E		
F		
G		
H		

Third Party Declaration

Who should complete this tool?

This tool is to be completed by someone who is currently working or has previously worked (within the last 12 months), in a supervisory capacity to the applicant and can confirm their skills and knowledge as relevant to workplace performance.

What do I have to do?

Complete the Referee Testimonial on the next page.

How are my comments used in the assessment decision?

There are no right or wrong answers. It is your perception or opinion that is important. You are not providing the assessment decision; however, your comments will assist the assessor in forming their final opinion of the applicant's competence. The applicant will provide a range of evidence to help the assessor make the final decision.

Third Party Declaration - Personal Details	
Name:	
Position Title:	
Organisation:	
Suburb:	Postcode:
Phone Number:	Work Phone:
Email:	
Length of time you have worked with the applicant ☐ Less than 1 year ☐ 1–2 years ☐ 2–5 years ☐ More than 5 years	

Tick the skills the applicant has successfully completed in the workplace

Plan and Prepare for Work																
1. Arrive for work fit for duty (not fatigued, dressed, and presented suitably, correct PPE)		☐														
2. Access, interpret and apply relevant documentation, policies and procedures, including (please tick those that are applicable): <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td>☐ TGS</td> <td>☐ TMP</td> </tr> <tr> <td>☐ Work instructions</td> <td>☐ SWMS/JSEA</td> </tr> <tr> <td>☐ Correct radio channel identified</td> <td>☐ Emergency procedure</td> </tr> <tr> <td>☐ Supervisor name and contact details captured</td> <td>☐ Site specific safety documents</td> </tr> <tr> <td>☐ Austroads Guide to Temporary Traffic Management Parts 7 & 8 (if applicable)</td> <td>☐ Escape path identified and confirmed</td> </tr> </table> ☐ Discussed with Supervisor the specific risk presenting on the site.		☐ TGS	☐ TMP	☐ Work instructions	☐ SWMS/JSEA	☐ Correct radio channel identified	☐ Emergency procedure	☐ Supervisor name and contact details captured	☐ Site specific safety documents	☐ Austroads Guide to Temporary Traffic Management Parts 7 & 8 (if applicable)	☐ Escape path identified and confirmed	☐				
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☐ Correct radio channel identified	☐ Emergency procedure															
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☐ Austroads Guide to Temporary Traffic Management Parts 7 & 8 (if applicable)	☐ Escape path identified and confirmed															
3. Participated in Pre-start briefing and asked questions where appropriate to ensure understanding of work and site requirements		☐														
4. Confirmed and ask questions to gain clarity on work instructions and site requirements and identify site specific risks with appropriate site personnel		☐														
5. Confirmed and clarified environmental protection requirements with appropriate site personnel and information in TMP, SWMS and/or JSEA		☐														
6. Appropriately select and check the serviceability of the following: <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td>☐ PPE</td> <td>☐ UHF radio</td> </tr> <tr> <td>☐ High visibility clothing</td> <td>☐ Sign covers</td> </tr> <tr> <td>☐ Wand or torch (night work only)</td> <td>☐ Industry authority (if applicable)</td> </tr> <tr> <td>☐ Radio battery plus spare charged</td> <td>☐ STOP/SLOW bat</td> </tr> <tr> <td>☐ Traffic Controller Ahead/PREPARE TO STOP sign/TC Symbolic</td> <td>Correct size and height – no damage</td> </tr> <tr> <td>☐ Notebook and pen</td> <td></td> </tr> <tr> <td colspan="2">☐ Other (list):</td> </tr> </table>		☐ PPE	☐ UHF radio	☐ High visibility clothing	☐ Sign covers	☐ Wand or torch (night work only)	☐ Industry authority (if applicable)	☐ Radio battery plus spare charged	☐ STOP/SLOW bat	☐ Traffic Controller Ahead/PREPARE TO STOP sign/TC Symbolic	Correct size and height – no damage	☐ Notebook and pen		☐ Other (list):		☐
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☐ Traffic Controller Ahead/PREPARE TO STOP sign/TC Symbolic	Correct size and height – no damage															
☐ Notebook and pen																
☐ Other (list):																
7. Identify faulty or non-compliant tools and equipment: Rectify and/or isolate and report faults according to Standard Operating Procedures (SOP).		☐														

Tick the skills the applicant has successfully completed in the workplace

8. Follow and meet Austroads Guide to Temporary Traffic Management Parts 7 and 8 requirements including:

☐

- | | |
|---|---|
| ☐ Confirm speed limit < 60 km/h | ☐ Escape path is clear |
| ☐ Confirm Prepare to Stop sign in correct location | ☐ Traffic cones (in advance of traffic control position) are spaced and placed correctly |
| ☐ Confirm their position ensures the appropriate sight distance for approaching vehicles | ☐ Confirm Stop/Giveway signs are covered (if applicable and approved) |

9. Apply safe manual handling procedures when lifting, pushing, pulling, holding, and/or carrying equipment

☐

10. Confirm that any pre-positioned temporary traffic signs and barriers meet the requirements of the site traffic management plan:

☐

- | | |
|---|---|
| ☐ Confirms adjustments are correct and meet site traffic management plan | ☐ Report non compliances or concerns to supervisor/TMI |
|---|---|

11. Stand in the correct position and location to provide clear direction to traffic, including:

☐

- | | |
|--|---|
| ☐ TC in advance of TC taper or past merge taper | ☐ TC is not obstructing any signs or devices |
| ☐ Facing oncoming traffic | ☐ Correct sighting distance as per TMP |

12. Direct traffic correctly using a STOP/SLOW bat, including:

☐

- | | |
|--|--|
| ☐ Bat at correct height (1.8 metres) | ☐ Communicate with other TC/TCs regarding traffic 'on hold' and volume |
| ☐ Display STOP/SLOW bat in a clear manner to road users – no jittery or shaky movements | ☐ Identify the last vehicle received if traffic released by other TC |
| ☐ Stop initial traffic from shoulder of road (outside of travel path) | ☐ Check work area activity prior to sending vehicles |
| ☐ Use correct and clear hand signals to stop vehicles | ☐ Confirm it is safe to release traffic with second TC prior to sending vehicles |
| ☐ Adjust position (move to in line with driver's side headlight) to ensure they remain clearly visible to approaching traffic after 2-3 vehicles have stopped | ☐ Step back out of the travel path, make eye contact with driver, turn STOP/SLOW bat to SLOW and use correct and clear hand signals to send traffic |
| ☐ Stop initial traffic approximately 6 metres in front of TC position | ☐ Communicate last vehicle details after sending and returned to stop. |
| ☐ Other (list): | |

Tick the skills the applicant has successfully completed in the workplace

12b. Direct traffic correctly, operating a PTCD including:

☐

☐ Ensuring PTCD in correct position	☐ Operate the PTCD
☐ Stop initial traffic from shoulder of road (outside of travel path)	☐ Communicate with second TC regarding traffic 'on hold' and volume
☐ Identify the last vehicle received if traffic released by other TC	☐ Confirm it is safe to release traffic with second TC prior to sending vehicles
☐ Stop initial traffic approximately 6 metres in front of TC position	
If a programmed PTCD is being used:	
☐ Ensure the PTCD is positioned correctly	☐ Constantly check queue lengths
☐ Monitor the PTCDs operation	☐ Report any issue to Supervisor

13. Monitor traffic conditions and adjust as necessary, on more than one occasion including:

☐

☐ Inappropriate behavior from drivers	☐ Duration of queue
☐ For changes to environmental conditions	☐ Length of queue
☐ Adjust position to ensure they are clearly visible by approaching traffic, after 2-3 vehicles have stopped	☐ Sighting distance and adjust position to ensure clarity

14. Able to explain how to manage queue length:

☐

☐ Report to appropriate person	☐ Follow instructions provided
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15. Able to explain why traffic controllers should avoid stopping large vehicles at the front of the queue and ensure vehicles have a safe braking distance.

☐

☐ Ensure other drivers behind first vehicle can see hand/bat signals	☐ Safety
☐ Provide greater visibility for TC and public	

16. Direct pedestrians, people with mobility issues, people with prams and/or cyclists correctly including:

☐

☐ Stand in appropriate position	☐ Made eye contact
☐ Give appropriate directions – polite manner	☐ Use appropriate hand signals

Tick the skills the applicant has successfully completed in the workplace

17. Operate communication devices correctly including:		☐
☐ Adjust controls to achieve optimum reception results	☐ Communicated in a clear and concise manner	
☐ Monitor the power levels of communication devices	☐ Take, confirm and pass on messages promptly to others	
☐ Conduct a communications check following a period of non-contact with site personnel	☐ Replaced batteries	
☐ Ask questions to clarify information received as required	☐ Use correct terminology	
18. Capture details and report traffic offenders correctly including:		☐
☐ Note driver(s) description or name, contact details and D/L number	☐ Forward report to supervisor in a timely manner	
☐ Complete incident report accurately with all relevant information	☐ Report to other Traffic Controllers	
☐ Note time, date, location, description of event	☐ Report to supervisor as soon as it is safe to do so	
☐ Note vehicle(s) rego, make, model, colour		
19. Clean up traffic control station according to requirements including:		☐
☐ In conjunction with TMI person/supervisor, pack up PTCD (when used)	☐ Pack up cones installed at the traffic control station	
☐ Remove and clean traffic control station signs if site is not required	☐ Cover sign if site continues	
20. Clean, check, maintain and store tools and equipment at the completion of the task including:		☐
☐ UHF radio, checked and charged	☐ Remove personal rubbish	
☐ Wand/torch checked and charged (if applicable)	☐ Remove and clean sign/s if site is finished	

I certify that **(add name of applicant)** has undertaken the activities as ticked above.
If you would like any further information please feel free to contact me.

Signature _____

Print Name and Position _____

Company _____

APPLICANT DECLARATION

The information I have provided is true and correct. The evidence to support my claims is authentic.

Applicant name (print) _____

Applicant signature _____

Applicant contact phone _____

Please return this application form with relevant evidence to:

RTO details:

Construction Training Group Pty Ltd, RTO registration code: 21396

12 Kingsley Close, Rowville, Vic 3178

Phone: (03) 4517 6463

Email: traffic@constructiontraininggroup.com.au

Your ATP will review your application and contact you:

- Date/times for competency conversation and completion of challenge test



Austroads

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