



QTM Training

130a Radium Street Welshpool Western Australia 6106

ADVANCED WORKSITE TRAFFIC MANAGEMENT (RPL)

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Mode of Study	Online
Pre-requisites	Worksite Traffic Management RIICWD503A 'Prepare work zone traffic management plan'
Anti-requisites	None
Additional Requirements	RIIRIS501A 'Implement and maintain management system to control risk'
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Learning Management System	QTM Training - Online Training System http://training.qtm.net.au

Important Information

This course is supplemented with online content available through the LMS. More information about logging on is found inside this course outline.

training.qtm.net.au



Advanced Worksite Traffic Manager Attributes

On successful completion of this course, students will be able to:

PC 1	<ul style="list-style-type: none"> • Access, interpret and apply compliance documentation relevant to implementing and maintaining management systems to control risk • Develop and document site objectives in the area of managerial responsibility, in consultation with relevant personnel, and conforming to the organisation's policy and system's procedures • Develop and document the structures for the application of the management system, in consultation with relevant personnel • Define, allocate and document the responsibilities for applying the management system in job descriptions and duty statement for all relevant site positions
PC 2	<ul style="list-style-type: none"> • Identify existing and potential site hazards and risks in the area of managerial responsibility from site inspection and trends identified from the record system • Access, interpret and clarify the organisation's criteria for assessing and treating risks • Develop and document detailed site procedures and practices for the application of the management system in consultation with relevant personnel • Identify, obtain and maintain information sources and expert advice required to support the management system
PC 3	<ul style="list-style-type: none"> • Plan, schedule and document how the management systems will be introduced to the entire work site • Identify, seek and/or provide resources for the operation of the management system, in a timely and consistent manner • Provide and explain information on the site management system in a form readily accessible to site employees • Provide or arrange appropriate development and/or training for site personnel on the risk management systems' site procedures and practices • Make available information on known and intended process changes and enhancements to site personnel • Provide support and encouragement to those responsible for the detailed system activities • Ensure all management systems' records and reports are produced, processed and maintained
PC 4	<ul style="list-style-type: none"> • Monitor the management systems' activities and achievement targets and provide/focus resources to ensure the implementation plan is satisfied • Review and update the management systems' implementation plan periodically and when changing circumstances are anticipated or occur • Complete and retain management system documentation including the reasons for and changes made to the system

Introduction to the Course

This upgrade program enables holders of RIICWD503A 'Prepare work zone traffic management plan' and MRWA Worksite Traffic Management (WTM) to upgrade to the MRWA Advanced Worksite Traffic Management qualification so that they may prepare traffic management plans of a complex nature. (Refer to clause 5.2.2 'Complex Traffic Arrangements' of the MRWA Traffic Management Requirements for Works on Roads - Code of Practice, latest revision, for further details).

People who complete this upgrade program will be awarded:

1. A statement of attainment for RIIRIS501A 'Implement and maintain management system to control risk'
2. A Main Roads W.A. certificate in Advanced Worksite Traffic Management.

You are required to complete:

1. A detailed questionnaire (for RIIRIS501A) consisting of a series of questions relating to the implementation of a sample Main Roads W.A. Traffic Management Plan.
2. Preparation of one complex traffic management plan. (*refer to MRWA Traffic Management Requirements for Works on Roads - Code of Practice, latest revision, Clause 5.2.2 'Traffic management plans involving Complex Traffic Arrangements'*).

Holders of Main Roads W.A. AWTM certification are authorised to prepare high-risk (complex) traffic management plans including those in accordance with and up to the planning level specified in Clause 2.2.1 (c) of AS 1742 part 3 - 2009. 'Complex traffic arrangements' are those work activities and traffic management arrangements that are assessed as having a residual risk rating of H (high-risk) or greater as a result of a risk assessment undertaken during the planning stage (refer to MRWA Traffic Management Requirements for Works on Roads - Code of Practice, latest revision, Clause 5.2.2 'Traffic management plans involving Complex Traffic Arrangements').

Online Supplementation of the Course

This course is supplemented online at <http://training.qtm.net.au>, a web-based learning environment that is to be used to provide course information and learning material needed for completion of this course.

If you are new to the online environment and require assistance of any kind, please make sure you direct your queries to the appropriate area in order to get the result you need quickly.

For content-related issues, contact your Course Coordinator. For technical issues relating to your online course, please contact your Lecturer. The access to your online course will become available once payment has been received and processed.

This course is offered by on-line delivery.

Advantages:

Flexibility	Allows you to work through course content at a time which suits you, your work and your own learning style.
Accessibility	Equally accessible for persons in all locations e.g. Remote, rural and metro.
Efficiency	No need to travel to course location and be away from work for a number of days.
Economy	No travel and accommodation costs and less 'down time' away from work.

The On-line course package consists of:*RIIRIS501A 'Implement and Maintain Management System to Control Risk':*

Course Notes Contains course content and some learning activities. You can work through this material at your own pace and may elect to print off a copy of it.

Course notes providing details about 'complex' traffic management works conforming to the requirements of clause 5.2.2 'Complex Traffic Arrangements' of the Main Roads W.A. 'Traffic Management Requirements for Works on Roads - Code of Practice'.

Assessment Package	This includes:	
	1. Theory Exam	A copy of the theory examination questionnaire which you must complete.
	2. TMP Templates	Template for the traffic management plan (TMP) which you must complete.
	3. MRWA guidelines	For the preparation of TMPs.
	4. Sample MRWA TMPs	Shows what a completed TMP should look like.

Using these packages

It is suggested that you read through the course package at your own pace, making note of key points or any areas which are not clear to you. We recommend that you print off a copy of these notes to assist your use of this resource.

Should you have any questions or areas of difficulty, please use the on-line live help facility (or ring 1300 557 930) to register your query with our training staff, one of whom will reply to your query within two working days.

You are not required to memorise the content of any attached documents. What is required here is an understanding of the relevance of the particular documents to the TMP design process and the ability to extract required information from the document.

Method of Assessment

Assessment	Type of Assessment	Passmark	Due Date
Assessment 1: Theory Assessment	Written Theory	80%	
Assessment 2: Complex TMP	Written Practical	C/NYC	Within 6 months of completion of assessment 1

NOTE: A satisfactory standard in each component of assessment is necessary for a pass in the course.

Assessment Details**Assessment 1: Theory Assessment**

Once you have worked through the course notes for this unit you are ready to begin the assessment process. This process involves completing the theory questionnaire for this unit where you are

required to answer a series of questions relating to the implementation of a sample Main Roads W.A. Traffic Management Plan. Please see attached document.

Some Tips:

- You must complete the questionnaire unassisted by others and also complete the declaration on the cover sheet of the assessment.
- The questionnaire is an 'open book' assessment so you may refer to the course package and any other relevant documentation when completing it.
- Please answer all questions.
- If a question is proving particularly difficult for you, it might be better to move onto another question and come back to the troublesome one at another time.
- Given the length of the questionnaire, it might be best to complete it in a number of sittings rather than in one go.

Assessments 2: Complex Traffic Management Plan

You are required to complete a complex traffic management plan using the templates provided. *Please refer to MRWA Traffic Management Requirements for Works on Roads - Code of Practice, Clause 5.2.2, for further details about 'complex traffic arrangements'.*

The traffic management plan must consist of:

- a. The Traffic Management Plan Write Up.
- b. The Traffic Control Diagram.

Please refer to the attached documents:

- a. AWTM TMP Template MRWA Jan 07 Draft with QTM Suggestions. *This document gives a structure which can be followed for the write up along with suggestions from QTM.*
- b. AWTM TMP Template MRWA Jan 07 Draft. *This document provides a structure for the write up into which you can insert the required details.*

Please also include in your TMP submission any hand drawn sketches which you have made as a part of the planning process. You will be allowed one re-sit for the traffic management plan submitted.

When preparing your TMP we recommend that you:

- Select the road to be used for your TMP carefully. Refer to the suggestions in the TMP template document. Use of a street directory or Google Earth imagery may assist your selection of a suitable location.
- You will need to visit your selected section of road to measure up the site and draw up a detailed sketch of the road layout. Dimensions of key reference points need to be taken at this time.
- Prepare hand-drawn sketches showing all aspects of your intended sign & device layout. Attach all sketches to your final submission so that the assessor can gain an appreciation of how your planning developed.
- You may submit the traffic control diagram component of your submission as a hand-drawn diagram (must be neatly drawn and labelled or produced electronically using applicable software such as 'Planman').
- You are **strongly advised** to keep an electronic or paper copy of your submission to safeguard against accidental loss.

Assessment Guidelines

Please submit your completed theory assessments and traffic management plan to:

Traffic Management Course Trainer
c/- Quality Traffic Management Pty Ltd
PO Box 218
BENTLEY W.A. 6982

Or you may hand deliver to the receptionist at our premises at 130A Radium St, Welshpool W.A. 6106.

Please also include with your traffic management plan any hand drawn sketches which you have made as a part of the planning process.

It is strongly recommended that you keep a copy of all documents forming your assessment submission to safeguard against accidental loss.

You must pass all assessment requirements to successfully complete this course