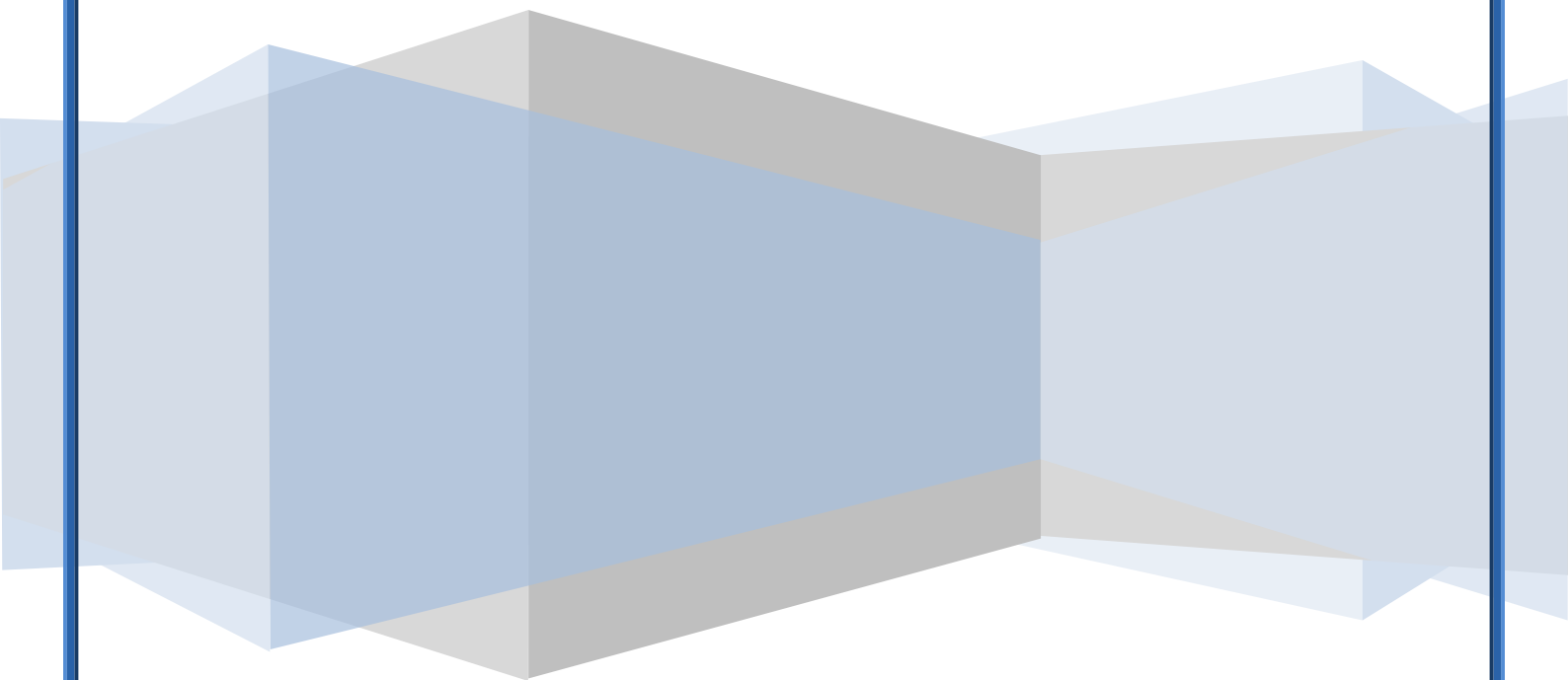




KEEP RIGHT

TRAFFIC MANAGEMENT CONSULTANTS





KEEP RIGHT
TRAFFIC MANAGEMENT CONSULTANTS

National Highways Sector Scheme 12a/b/c/d Basic Course (TTMBC)

Duration: 1/2 day “Off job training course”

Group Size: Maximum 12 delegates (Off job Training)

Who should attend: For all persons starting to work for the first time in temporary traffic management industry, and those persons that do not hold any NHSS 12 registration cards.

The aim of this course: is to provide candidates with the necessary knowledge to enable them install, maintain, and remove temporary traffic management measures on high speed traffic dual carriageway under the supervision of a TM Foreman/Supervisor.

Course Objectives:

Be aware of the relevant codes of practice and other associated documentation when involved in traffic management

- Be aware of Sector Schemes
- Understand the QA process and NHSS documents
- Be aware of the different types of roads across the UK road network
- Be aware of which roads / works are covered by which NHSS document
- Be aware of the different classifications of “road users” i.e. pedestrians, horse riders, cyclists etc.
- Understand the different terminology used in the TTM industry in relation to different roads
- Understand the process(es) required to become a qualified Operative and obtain a skills registration card, plus ongoing training to Supervisor level
- Be aware of Health and Safety requirements including risk assessments and method statements
- Have an understanding of the variety of TTM equipment and the basic principles of its use
- Understand what constitutes a safety zone
- Be aware of the general PPE requirements
- Understand crossing the carriageway HSE CIS53
- Be aware of the different types of vehicles used in TTM and where they are used
- Understand the environment where learners are expected to work
- Be aware of the safe way to enter / exit a site
- Be aware of the need to maintain sites, and what is involved
- Know how to deal with accidents and emergencies within the works area.



KEEP RIGHT
TRAFFIC MANAGEMENT CONSULTANTS

National Highways Sector Scheme 12a/b Traffic Management Operative

Duration: 1 day “Off job training” followed by a minimum of 3 practical assessment on a live carriageway.

Group Size: Maximum 8 delegates (Off job Training)

Who should attend: Selected candidates who will be required to carry out traffic management on High Speed Dual Carriageways.

The aim of this course: is to provide candidates with the necessary knowledge to enable them install, maintain, and remove static temporary traffic management measures on high speed traffic dual carriageway under the supervision of a TM Foreman.

Course Objectives:

On completion of the training delegates will: -

- Understand the principles of Quality Assurance
- Be aware of the relevant Health & Safety legislation and understand their obligations
- Identify, select and place on site relevant traffic management equipment in accordance with client instructions
- Set out a Chapter 8 lane closure from a given datum
- Maintain traffic management equipment on site
- Remove traffic management equipment in accordance with client instructions
- Have an understanding of the primary paragraphs from Chapter 8 of the Traffic Signs Manual Chapter 8 to enable static traffic management closures to be implemented

Certification/Registration:

- a) On successful completion of the training the candidates will receive a certificate awarding body which is valid for 2 years.
- b) A Traffic Management Registration Card will be issued when candidates have successfully undertaking the onsite assessments with a suitably qualified assessor in accordance with the awarding body's scheme rules





KEEP RIGHT
TRAFFIC MANAGEMENT CONSULTANTS

National Highways Sector Scheme 12a/b Foreman/LTMO

Duration: 2 days.

Group Size: Maximum 8 candidates

Who should attend:

- a) Selected candidates who will be required to Supervise traffic management on High Speed Dual Carriageways.
- b) Candidates who require completing of this programme as part of their achievement to become a Traffic Safety Control Officer (TSCO)

The aim of this course : is to provide candidates with the necessary knowledge to enable them to supervise the installation, removal of static temporary traffic management measures on high speed dual carriageway.

Course Objectives:

Upon completion of the course the candidate must be able to:

- Be able to plan traffic management layout required to allow access to work area.
- Calculate the distances required for a range of traffic management layouts.
- Calculate the amount of equipment required for a given traffic management layout.
- Assess the standard of equipment that is acceptable to use.
- Have an understanding the planning required for relaxation or standard works.
- Have an understanding the different types of temporary markings and how is incorporated within standard works.
- Have an understanding of how temporary hard shoulder running can be used in conjunction with relaxed or standard works.
- Have an understanding how mandatory temporary speed limits affect the traffic management layout.
- Have an understanding of the systems for switching traffic between lanes and contra flow conditions.
- **Certification/Registration:**
 - a) Registered 12a/b Operatives will receive a Foreman registration card valid for 5 years.
 - b) Candidates who are not registered as operatives will receive a certificate which is valid for 2 years.



KEEP RIGHT
TRAFFIC MANAGEMENT CONSULTANTS

National Highways Sector Scheme 12a/b Impact Protect Vehicle

Duration: 1 day which includes a site based assessments.

Group Size: Maximum 4 delegates.

Who should attend: All persons who will be required by their employer to work on high speed roads, **running mobile hard shoulder (or non-live lane)** operations using an IPV and for protecting and installing static temporary traffic management.

The aim of this course: is to provide candidates with the necessary knowledge to operate an IPV during the installation and removal of static temporary traffic management on high speed dual carriageway.

Course Objectives:

- Be aware of the relevant Health and Safety legislation and understand their obligations.
- Understand the importance of risk assessments and method statements for traffic management activities.
- Know the requirements for an Impact Protection Vehicle as described in the relevant reference documents (Chapter 8).
- Be able to conduct pre-works checks on an Impact Protection Vehicle.
- Understand the procedures used for protecting the installation of a static temporary traffic management.
- Understand the procedures used for protecting **mobile** hard shoulder operations
- Understand the different types of work that are beyond the scope of this qualification.
- Demonstrate that they have sufficient underpinning knowledge required to be an IPV driver
- Prepare an IPV ready for working on the hard shoulder.
- Arrive on site and set up the operation correctly.
- Operate to safe working procedures including hazard and junction negotiation.
- Remove the operation correctly

Certification/Registration:

Registered TM operatives will receive an endorsement on their registration card.

Unregistered operatives will have their registration card endorsed "Non live lane only".



KEEP RIGHT
TRAFFIC MANAGEMENT CONSULTANTS

National Highways Sector Scheme 12C MLC Operative

Duration: 2 days plus site based assessments.

Group Size: Maximum 6 delegates.

Who should attend: All persons who will be required by their employer to undertake the MLC technique as an advance warning vehicle driver on motorways and/or dual carriageways.

The aim of this course: is to provide candidates with the necessary knowledge to enable them install and remove Mobile Lane Closure as part of a team under the supervision of a MLV Supervisor.

Course Objectives:

On completion of the session delegates will:

- Understand the principles of Sector schemes, general health and safety at work, risk assessments and method statements associated with the mobile traffic management industry.
- Reference documentation relevant to the mobile lane closure technique.
- Training and assessment requirements for MLC personnel.
- Vehicle and equipment specification.
- Communications roles and responsibilities.
- MLC principles and practical techniques.
- The types of work that require full mobile lane closure techniques and the limitations.

Certification/Registration:

- a) On successful completion of training candidates will receive a certificate from the awarding body which is valid for 2 years.
- b) A Traffic Management Registration Card will be issued to all MLC personnel endorsed "Operative" when candidates have successfully undertaken the onsite assessments with a suitably qualified assessor in accordance with the awarding body's scheme rules



KEEP RIGHT
TRAFFIC MANAGEMENT CONSULTANTS

National Highways Sector Scheme 12C MLC Supervisor

Duration: 2 days plus site based assessments.

Group Size: Maximum 6 delegates.

Who should attend: All persons who will be required by their employer to undertake the role of MLC Supervisor for the Mobile Lane Closure technique on motorways and/or dual carriageways.

The aim of this course: is to provide candidates with the necessary knowledge to enable them to **Supervise** the installation and removal Mobile Lane Closures.

Course Objectives:

On completion of the session delegates will: -

- Understand the principles of Sector schemes, general health and safety at work, risk assessments and method statements associated with the mobile traffic management industry.
- Reference documentation relevant to the mobile lane closure technique.
- Training and assessment requirements for MLC personnel
- Vehicle and equipment specification
- Communications roles and responsibilities
- MLC principles and practical techniques
- The types of work that require full mobile lane closure techniques and the limitations.
- Understand the role of Planning Officer.

Certification/Registration:

- a) On successful completion of training candidates will receive a certificate from the awarding body which is valid for 2 years.
- b) A Traffic Management Registration Card will be issued to all MLC personnel endorsed "Supervisor" when candidates have successfully undertaken the onsite assessments with a suitably qualified assessor in accordance with the awarding body's scheme rules



KEEP RIGHT
TRAFFIC MANAGEMENT CONSULTANTS

National Highways Sector Scheme 12D Module 1 Moving Works Operative

Note: Moving works on single carriageway not requiring traffic control

Duration: ½ day.

Group Size: Maximum 12 delegates.

Who should attend: All persons needing to become a Moving Works Operative's (MWO) as described in the Sector Schemes Document 12d.

The aim of this course: is to provide delegates with the necessary underpinning technical knowledge to enable them to implement the correct traffic management to undertake moving works.

Course Objectives:

On completion of the session delegates will: -

- Be aware of sector schemes
- Be aware of health and safety work
- Be aware of risk assessments and method statements
- Be aware of the relevant codes of practice and other associated documentation when involved in traffic management
- Identify the equipment required in temporary traffic management
- Understand the requirements for minor works and moving works

Certification/Registration:

- a) On successful completion of the training the candidates will receive a certificate awarding body which is valid for 2 years.
- b) The Traffic Management Registration Card will be endorsed to reflect completed the unit when candidates have successfully undertaking the onsite assessments with a suitably qualified assessor.



KEEP RIGHT

TRAFFIC MANAGEMENT CONSULTANTS

National Highways Sector Scheme 12D Module 2 Static Works on Single Carriageways

Note: Static works including the use of positive traffic control

Duration: 1 Day (Included SSD12d M1 Core units). Followed by a minimum of 3 practical assessments.

Group Size: Maximum 12 delegates.

Who should attend: Persons needing to become a Registered Traffic Management Operative (RTMO) and are required to carry out positive traffic control.

The aim of this course: is to provide delegates with the necessary underpinning technical knowledge and skills to install, maintain, alter and dismantle temporary traffic management traffic control systems on single carriageway roads.

Course Objectives:

On completion of the session delegates will: -

- Be aware of sector schemes
- Be aware of health & safety at work
- Be aware of risk assessments & method statements
- Be aware of relevant codes of practice and other associated documentation when involved in traffic management
- Identify the equipment required in temporary traffic management
- Understand the requirements for minor works and moving works
- Understand the different methods of positive traffic control
- Understand how to deal with pedestrians
- Demonstrate an ability to implement, maintain and remove safely and correctly positive traffic control systems.

Certification/Registration:

- c) On successful completion of the training the candidates will receive a certificate awarding body which is valid for 2 years.
- d) The Traffic Management Registration Card will be endorsed to reflect completed the unit when candidates have successfully undertaking the onsite assessments with a suitably qualified assessor.



KEEP RIGHT
TRAFFIC MANAGEMENT CONSULTANTS

National Highways Sector Scheme 12D Module 3 Static Works on Dual Carriageway 40mph or less

Note: Delegates must be RTMO prior to attending the 12D T3 course.

Duration: 1 Day. Followed by a minimum of 3 practical assessments on a live carriageway.

Group Size: Maximum 8 delegates.

Who should attend: Registered Traffic Management Operatives (RTMO) who are required to undertake static temporary traffic management on Dual Carriageways 40mph or less.

The aim of this course: is to provide candidates with the necessary underpinning technical knowledge and skills to install, maintain and dismantle static temporary traffic management on dual carriageway roads restricted to 40mph or less.

Course Objectives:

On completion of the session delegates will have an understanding of: -

- Be aware of sector schemes
- Be aware of health & safety at work
- Be aware of risk assessments & method statements
- Be aware of relevant codes of practice and other associated documentation when involved in traffic management
- Identify the equipment required in temporary traffic management
- Understand the requirements for working on dual carriageways restricted to 40 mph or less.

Certification/Registration:

- a) On successful completion of the training the candidates will receive a certificate awarding body which is valid for 2 years.
- b) The Traffic Management Registration Card will be endorsed to reflect completed the unit when candidates have successfully undertaking the onsite assessments with a suitably qualified assessor.



KEEP RIGHT
TRAFFIC MANAGEMENT CONSULTANTS

National Highways Sector Scheme 12D Module 4 Convoy Operations

Note: Delegates must be RTMO prior to attending the 12D T4 course.

Duration: 1 Day plus site based assessments.

Group Size: Maximum 8 delegates.

Who should attend: Registered Traffic Management Operatives (RTMO) who are required to undertake convoy operations.

The aim of this course: is to provide candidates with the necessary underpinning technical knowledge and skills enable them to install, carry out manual traffic control and drive an approved convoy vehicle.

Course Objectives:

On completion of the session delegates will: -

- Be aware of sector schemes
- Be aware of health & safety at work
- Be aware of risk assessments & method statements
- Be aware of relevant codes of practice and other associated documentation when involved in traffic management
- Identify the equipment required in temporary traffic management
- Understand the requirements for convoy working
- Understand how convoy systems operate.

Certification/Registration:

- a) On successful completion of the training the candidates will receive a certificate awarding body which is valid for 2 years.
- b) The Traffic Management Registration Card will be endorsed to reflect the unit when candidate has successfully undertaking the onsite assessment with a suitably qualified assessor.



KEEP RIGHT
TRAFFIC MANAGEMENT CONSULTANTS

National Highways Sector Scheme 12D Module 5 Multi-Phase Traffic Signals

Note: Delegates must be RTMO prior to attending the 12D T5 course.

Duration: 1 Day plus centre base and site based assessments.

Group Size: Maximum 6 delegates.

Who should attend: Registered Traffic Management Operatives (RTMO) who are required to undertake the setting out and operation of a multi-phase traffic management system.

The aim of this course: is to provide candidates with the necessary underpinning technical knowledge and skills enable them to install, operate, maintain and dismantle multi-phase traffic signals.

Course Objectives:

On completion of the session delegates will: -

- Be aware of sector schemes
- Be aware of health & safety at work
- Be aware of risk assessments & method statements
- Be aware of relevant codes of practice and other associated documentation when involved in traffic management
- Identify the equipment required to install a static multi-phase temporary traffic management system
- Understand the requirements for using multi-phase traffic signals
- Understand how to operate multi-phase traffic signals

Certification/Registration:

- a) On successful completion of the training the candidates will receive a certificate awarding body which is valid for 2 years.
- b) The Traffic Management Registration Card will be endorsed to reflect the unit when candidate has successfully undertaking the onsite assessment with a suitably qualified assessor.



KEEP RIGHT

TRAFFIC MANAGEMENT CONSULTANTS

National Highways Sector Scheme 12D Module 6 RLTMO

Note: Delegates must be RTMO prior to attending.

Duration: 2 Days classroom training.

Group Size: Maximum 8 delegates.

Who should attend: Registered Traffic Management Operatives (RTMO) who are required to carry out the supervision of static traffic management on single carriageway or dual carriageway roads up to 40mph.

The aim of this course: is to provide candidates with the necessary underpinning technical knowledge and skills enable them to supervise the insulation, operation, maintenance and removal of traffic management on single or dual carriageway up to 40mph.

Course Objectives:

On completion of the session delegates will: -

- Have a working knowledge of National Highway Sector Schemes.
- Realise the importance and relevance of health & safety at work.
- Have a working knowledge of the relevant codes of practice and other associated documentation when involved in traffic management.
- Provide evidence that they understand the differences between Chapter 8 and the Safety at Street Works and Road Works (red book) and how these apply.
- Understand the risk assessment process, carry out risk assessments and how it impacts on the method statement as related to traffic management.
- Be able to demonstrate their knowledge of their Supervisory responsibilities and how it applies throughout individual units.
- Have the ability to assess the suitability of equipment for the use of the highway.
- Be able to monitor site and recommend action as condition change.
- Be able ascertain when management intervention is required.

Registration: The Traffic Management Registration Card will be endorsed to reflect the candidate is a RLTMO.

Note: The RLTMO is only authorised to supervise unit that show as endorsement on the registration card.



KEEP RIGHT
TRAFFIC MANAGEMENT CONSULTANTS

National Highways Sector Scheme 12D Module 7 (Managers and Client Officers)

Duration: 2 Days Classroom training.

Group Size: Maximum 8 delegates.

Who should attend: Management, Client Officers, Technicians and any person not actually installing Temporary Traffic Management (TTM) but requiring knowledge of basic practice of TTM on urban and rural roads.

The aim of this course: is to provide candidates with the necessary underpinning technical knowledge to enable them liaise with the traffic management teams and understand current working practice management on single or dual carriageway up to 40mph.

Course Objectives:

On completion of the session delegates will:-

- Have a working knowledge of National Highway Sector Schemes.
- Interpret the requirements of 'The Safety at Street Works and Road Works, A Code of Practice (The Red Book)' and further guidance from 'The Traffic Signs Manual, Chapter 8'
- Consider all options available to determine the level and extent of the Temporary Traffic Management required.
- Demonstrate knowledge of the site risk assessment process.
- Have the ability to assess and determine temporary traffic layout required for a given work location, activity or operation.
- Understand the standard of equipment that is acceptable to use.
- Realise the implications of changing conditions on site.
- Have the confidence to liaise with site staff for appropriate remedial actions.
- Have the ability to confirm suitability of TTM plans prior to work starting on site.

Registration: On successful completion of the training the candidates will receive a Traffic Management Module 7 Card which is valid for 5 years.