

LANTRA

NHSS 12AB

BECAUSE TRAINING MATTERS

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**SKILLS
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12AB SECTOR SCHEME

For Static Temporary Traffic Management on Motorways and High Speed Dual Carriageways Including On-line Widening Schemes

WHAT IS THE LANTRA HIGHWAYS SECTOR SCHEME?

National Highways Sector Schemes are quality management schemes designed to ensure that the installation of traffic management is undertaken to industry and nationally recognised standards. As part of this process, it ensures you have a properly trained and competent workforce.

They specify the training and assessment operatives must have to ensure they can work safely and to the highest standard in traffic management, and:

- ▶ Provide clear safe working practices and procedures
- ▶ Provide an industry benchmark
- ▶ Provide a basis for continuous improvement
- ▶ Focus on quality

Sector Schemes are developed within an ISO 9001:2000 framework in partnership with key organisations in the highways industry.

WHO IS THE TRAINING SUITABLE FOR?

The scheme provides training for, and assessment of, competence required to work on or near motorways and high speed dual carriageways. It is the employer's responsibility to ensure the competency of their employees and that their skills and knowledge are maintained, and to determine and implement safe systems of work.

WHY IS SECTOR SCHEME TRAINING NEEDED?

It is intended that highway authorities that use the Specification for Highway Works (SHW) as the basic document for procuring highways work will require compliance with ISO 9001 and the Sector Scheme 12AB Document. It is recommended that other Highway Authorities should adopt the scheme as a standard requirement.

National Highway Sector Schemes are mandatory for Highway England contracts and existing suppliers should demonstrate compliance with the requirements of ISO 9001 and the sector scheme document as part of their continuous improvement within their ISO 9001 registration.

It is recommended that Clients/Highway Authorities acknowledge the requirements of sector scheme 12AB as a contract requirement.

Where it is not a contractual requirement for an organisation to be registered in accordance with the scheme document, then the training, assessment and registration of individuals as detailed in the scheme document should still be considered a requirement. For instance this could apply to occasional or seasonal workers.

It is necessary for Clients/Highway Authorities to ensure that all those involved in temporary traffic management operations are appropriately trained and skilled, whether they are directly employed or not.

MAINTENANCE

For the Sector Scheme to achieve its objectives it is essential that clients, either directly or via the agenda and individuals they employ, that the requirements of the scheme document are complied with. This includes ensuring that the TTM organizations, employed directly or indirectly as sub contractors, are registered to the Sector Scheme, and that all TMOs are appropriately trained and skilled however the latter are employed.

Implementation of the specific requirements relevant to the work in hand will be at the discretion of individual employers who are strongly recommended to consider this when carrying out risk assessments in respect of the competency of their workforce and the safety of the public.

HOW DOES 12AB DIFFER FROM 12D?

12A INSTALLATION

The installation, maintenance and removal of Static Temporary Traffic Management measures on motorways and high speed dual carriageways for schemes incorporating contraflow operations and/or temporary road markings.

12B INSTALLATION

The installation, maintenance and removal of Static Temporary Traffic Management measures on motorways and high speed dual carriageways for schemes NOT incorporating contraflow operations and/or temporary road markings.

All Static Temporary Traffic Management personnel working on motorways and high speed dual carriageways shall (as a minimum) be trained and assessed in accordance with the Temporary Traffic Management Basic Course prior to undertaking any traffic management activity on site.

Highways England have advised that assessment can only be conducted during live works, including maintenance, on the strategic road network.



12AB SECTOR SCHEME

Courses

| Scheme Training Unit (Assessment Module) | Pre-requisites | Number of Days for Training & Assessment | Awarded on Completion |
|---|---|---|--|
| TTMBC | None* | 0.5 day training course; End of course test | NHSS 12 ONE Smartcard issued (if not already held) |
| 12AB TMO General Operative | TTMBC and min. 3 months' site experience. Must be supervised by a registered TMO on a one to one basis at all times. | 1 day training course; Min. 3 days on-site assessments | NHSS 12 ONE Smartcard updated following both training and assessments |
| 12A TMF** | Registered Temporary Traffic Management Operative; Or attended the 1-day 12A/B Operative course and started logbook of assessments | 2 day training course; End of course test | NHSS 12 ONE Smartcard updated |
| 12B LTMO** | Registered Temporary Traffic Management Operative; Or attended the 1-day 12A/B Operative course and started logbook of assessments | 2 day training course; End of course test | NHSS 12 ONE Smartcard updated |
| 12AB TSCO | Current Lantra Awards 12A Foreman Certificate | 1 day training course; End of course test | NHSS 12 ONE Smartcard updated |

To be registered by LANTRA Awards as a TSCO, candidates must hold:

- ▶ a valid Lantra Awards 12A Foreman certificate
- ▶ a valid TSCO certificate
- ▶ a current 3-day First Aid at Work certificate
- ▶ a Safety Awareness training Course Award issued by IOSH, NeBOSH or CITB (min. requirement is a 1-day course award)

*As from the 1st April 2016 all Trainee Static Temporary Traffic Management personnel working on motorways and high speed dual carriageways shall (as a minimum) be trained and assessed in accordance with the Temporary Traffic Management Basic Course (TTMBC) prior to undertaking any traffic management activity on site.

Please note the following:

- ▶ On successful completion of the TTMBC (prior to first day on site), a minimum of a 3-month period shall elapse prior to undertaking the 1-day Operative training course
- ▶ The TTMBC certificate is valid for 6 months only – N.B. this is now issued as a NHSS 12 ONE Smartcard
- ▶ A valid Smart Card shall be maintained by the trainee Operative at all times.
- ▶ Assessments may commence within 3 months of starting their TTM employment, however at least one complete suite of assessments (i.e. Units 1 to 8) must take place after the learner has attended the 1-day Operative course
- ▶ All assessments must be completed within two years from the start of their initial practical assessment.

**Registered TMOs who wish to register as a LTMO and/or TMF will have successfully completed the TMOs training and assessment programme, have been assessed on the appropriate LTMO/TMF training and previously have had at least one year's recorded experience of setting up Static Temporary Traffic Management measures.

TEMPORARY TRAFFIC MANAGEMENT BASIC COURSE (TTMBC)

TTMBC : 0.5 DAY TRAINING INTRODUCTION

National Highway Sector Scheme 12A/B for static temporary traffic management on motorways and high speed dual carriageway including on-line widening schemes.

WHO SHOULD ATTEND

This course is intended for all persons starting work for the first time in the temporary traffic management industry, and those persons that do not hold any NHSS 12ABC registration cards.

PRE-REQUISITES

There are no pre-requisites for this course.

AIM

To provide delegates with the necessary technical knowledge and skill to start work in the temporary traffic management industry.

OBJECTIVES

On completion of this course learners will be:

- ▶ Aware of the relevant codes of practice and other associated documentation when involved in traffic management
- ▶ Aware of sector schemes
- ▶ Understand the QA process and NHSS documents
- ▶ Aware of the different types of roads across the UK road network
- ▶ Aware of which roads / works are covered by which NHSS document
- ▶ 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
- ▶ 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
- ▶ Aware of the general Personal Protective Equipment (PPE) requirements
- ▶ Understand crossing the carriageway HSE CIS53
- ▶ Aware of the different types of vehicles used in TTM and where they are used
- ▶ Understand the environment where learners are expected to work
- ▶ Aware of the safe way to enter / exit a site
- ▶ Aware of the need to maintain sites, and what is involved
- ▶ Know how to deal with accidents and emergencies within the works area

COURSE CONTENT

- ▶ Quality assurance and NHSS 12
- ▶ Terminology
- ▶ Health and safety
- ▶ Equipment
- ▶ Safety zones
- ▶ Basic principles of temporary traffic management (TTM) and site practice
- ▶ Maintaining a closure

FULL AWARD ASSESSMENT

There is no assessment required with this course.



12A/B GENERAL OPERATIVE TRAINING (TTO)

TMO : 1 DAY TRAINING
+ ON-SITE ASSESSMENT

INTRODUCTION

National Highway Sector Scheme 12A/B for static temporary traffic management on motorways and high speed dual carriageways including on-line widening schemes.

WHO SHOULD ATTEND

This course is intended for all persons who will be required by their employer to work on motorways and or high speed dual carriageways.

PRE-REQUISITES

From 1st April 2016, candidates must have completed the Temporary Traffic Management Basic Course (TTMBC) if new to the industry and do not hold other current NHSS 12ABC TTM skills registration cards/certificates. They will be required to gain 3 months "on the job" experience prior to attending the 12AB General Operative course.

AIM

To provide delegates with the necessary knowledge and skills to carry out temporary traffic management on motorways and high speed dual carriageways.

OBJECTIVES

On completion of this course learners will:

- ▶ Understand the principles of quality assurance
- ▶ Be aware of the training and assessment process to become a registered Temporary Traffic Management Operative
- ▶ Be aware of the relevant health and safety legislation and their responsibilities
- ▶ Be aware of safe working practises
- ▶ Be aware of reference documentation used within the temporary traffic management industry
- ▶ Be able to understand safe working methods that are used to install, maintain and remove temporary traffic management equipment
- ▶ Be able to plan a Chapter 8 closure from a given datum

COURSE CONTENT

- ▶ Introduction and objectives
- ▶ Quality assurance and sector schemes
- ▶ BS EN ISO 9001:current
- ▶ Sector Scheme 12
- ▶ Health and safety at work
- ▶ Employer and employee responsibilities
- ▶ Health and Safety at Work Act (HSE)
- ▶ Risk assessments and method statements – what are they, why have them
- ▶ Video – Your Life in the Fast Lane
- ▶ Chapter 8 of the Traffic Signs Manual
- ▶ Types of work, definitions, safety zones
- ▶ Traffic signs regulations and general directions – what is it, how does it relate to the temporary traffic management industry
- ▶ Documentation
- ▶ Publications relative to the temporary traffic management industry
- ▶ Traffic management operations
- ▶ Signing and coning requirements – setting out closures, road markings, marker posts
- ▶ Temporary traffic management vehicle requirements – different types of vehicles
- ▶ Checking and loading vehicles – how vehicles should be loaded for easy unloading, who is responsible for the vehicle and its load, gross vehicle weights, unladen weights
- ▶ Crossing the carriageway on foot – introduction to health and safety document CIS53
- ▶ Video – Your Life in the Fast Lane
- ▶ Discussion on safe working methods for installation, maintenance and removal of signs and cones – does not give systems of work but looks at different issues to be considered when developing a safe system of work
- ▶ End of course multiple choice test



FULL AWARD ASSESSMENT

The learners can obtain full Operative status (TM card) by completing the 12AB General Operative course and a set of on site assessments as prescribed in the Sector Scheme document. The assessments must be completed within a two year period starting from the date of the 1st assessment.

12A FOREMAN TRAINING (TMF)

12A TMF : 2 DAYS TRAINING

WHO SHOULD ATTEND

All persons who will be required by their employer to work on motorways and or high speed dual carriageways as a traffic management foreman, where standard works with temporary road markings may or may not be required, and all works with relaxations.

PRE-REQUISITES

Learners wishing to obtain 12A/B Foreman status should be registered with LantraAwards as a Temporary Traffic Management Operative, if they are not they may sit this course, however they must have sat the one day 12A/B Operative course and have started their logbook of assessments. The registration as a Foreman will only become effective provided the logbook of assessments has been completed AND the one day Operative course certificate is still valid.

Candidates that are only doing the 12A/B foreman course as part of their TSC requirements need not be registered as a 12A/B operative beforehand.

OBJECTIVES

On completion of this course learners will:

- ▶ Understand the typical roles responsibilities of the TMF
- ▶ Be able to plan relaxation lane closures
- ▶ Gain an increased awareness of road works signage
- ▶ Be aware of the Chapter 8 requirements for standard works and where relaxations can be applied
- ▶ Be aware of industry safe working practices

COURSE CONTENT

- ▶ Quality assurance and sector schemes
- ▶ Health and safety at work
- ▶ Methods of installing works
- ▶ Traffic management equipment
- ▶ Traffic management vehicles
- ▶ Maintaining works
- ▶ Design and calculations for traffic management activities
- ▶ Activities of the TMF
- ▶ Dealing with sub-contractors
- ▶ Client liaison and public relations

12B LEAD TRAFFIC MANAGEMENT OPERATIVE TRAINING (LTMO)

12B LTMO : 2 DAYS TRAINING

WHO SHOULD ATTEND

All persons who will be required by their employer to work on motorways and or high speed dual carriageways as a lead traffic management operative, on standard works schemes where temporary road markings ARE NOT required, and all works with relaxations.

PRE-REQUISITES

Learners must either be registered with Lantra Awards as a Temporary Traffic Management Operative or as a minimum they must have sat the one day 12A/B Operative course and have started their logbook of assessments. The registration as an LTMO will only become effective provided the logbook of assessments has been completed AND the one day Operative course certificate is still valid.

OBJECTIVES

On completion of this course learners will:

- ▶ Understand the typical roles responsibilities of the TMF
- ▶ Be able to plan relaxation lane closures
- ▶ Gain an increased awareness of road works signage
- ▶ Be aware of the Chapter 8 requirements for standard works and where relaxations can be applied
- ▶ Be aware of industry safe working practices

COURSE CONTENT

- ▶ Quality assurance and sector schemes
- ▶ Health and safety at work
- ▶ Methods of installing works
- ▶ Traffic management equipment
- ▶ Traffic management vehicles
- ▶ Maintaining works
- ▶ Design and calculations for traffic Management activities
- ▶ Activities of the TMF
- ▶ Dealing with sub-contractors
- ▶ Client liaison and public relations
- ▶ Police liaison and rolling blocks
- ▶ Road traffic accidents
- ▶ End of Course Test





12A/B TRAFFIC SAFETY CONTROL OFFICER TRAINING (TSCO)

TSCO: 1 DAY TRAINING WHO SHOULD ATTEND

All persons who will be required by their employer to work on motorways and or high speed dual carriageways as a Traffic Safety and Control Officer.

PRE-REQUISITES

Current Lantra Awards 12A Foreman Certificate
To be registered by LANTRA Awards as a TSCO, candidates must:

- ▶ hold a valid Lantra Awards 12A Foreman certificate (certificates valid for 2 years)
- ▶ hold a valid TSCO certificate (certificates valid for 2 years)
- ▶ prove that they hold a current 3 day First Aid at Work certificate in accordance with the H&S (First Aid) Regulations 1981
- ▶ prove that they hold as a minimum a 1 Day Safety Awareness training Course Award issued by IOSH, NeBOSH or CITB, please contact Lantra Awards for a full list of acceptable alternatives.

OBJECTIVES

On completion of this course learners will be able to demonstrate that they have:

- ▶ a minimum satisfactory level of knowledge of the TSCO role
- ▶ a comprehensive awareness of the TSCO's responsibilities
- ▶ a detailed level of knowledge of Temporary Traffic Management standards

COURSE CONTENT

- ▶ The traffic safety and control officer
- ▶ Clients, police, traffic officers, maintaining agents, contractors
- ▶ Highways Act 1980
- ▶ Traffic Management Act 2004
- ▶ TSCO roles, responsibilities and powers
- ▶ TSCO knowledge.
- ▶ TSCO record keeping

Planning and Controlling the Works

- ▶ TTROs and roadspace (SRWID)
- ▶ RCCs and VMS Signs
- ▶ Reviewing the TM method statement
- ▶ Assessing work site activities in relation to TM plan
- ▶ Communicating the plan to other parties
- ▶ Enforcement of the TTRO
- ▶ Recovery operations
- ▶ Abnormal loads

Emergency Planning and Liaison

- ▶ Emergency routes
- ▶ Dealing with incidents
- ▶ Emergency traffic management
- ▶ Organising and coordinating rolling blocks
- ▶ Reporting of incidents
- ▶ Winter maintenance

CERTIFICATION

All NHSS 12 skills will now be consolidated on to the single, ONE Smartcard. The single card approach to skills registration is now recognised as 'best practice' across several industries.

As skills are added, learners can now check them by scanning their card using the GOSMART app or OMNIKey card scanner. Details of how to scan the card are featured on the reverse of the ONE Smartcard. The NHSS 12 ONE Smartcard has a standalone expiry date of 10 years which is separate to the expiry of any category that is on the card.

RE-QUALIFICATION

Sector Scheme 12AB Qualifications are valid for 5 years. From 6 months prior to the date of expiry up to the date of expiry, qualifications can be renewed by attending refresher training sessions relevant to each qualification.

Once the expiry date has passed, learners have 6 months to re-qualify by attending the full one or two-day training courses (theory) appropriate to their qualification.

Once learners are more than 6 months past the expiry date, the only way to re-qualify is to retake in full, the Training and Assessment programme for each qualification required.



ABOUT US

Our Accreditations
Specialist Facilities
Legislation / Code of Practice



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