

DEPARTMENT OF TRANSPORTATION

Safety and Traffic Branch
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DATE: September 9, 2004

Timothy Harris, Director of Staff Services

FROM: Gabriela Vidal, Safety and Traffic Branch Manager

Mandatory Traffic Control Supervisor Training
Policy Memo 22

Mandatory Traffic Control Supervisor Training

September, 2004

The CDOT is always striving to improve work zone safety. Managements philosophy is, "That employees and contractors shall receive detailed training on Traffic Control Supervision so all parties involved in the construction of projects understand and utilize the best practices and procedures when setting up, working in and taking down work zones."

Note: This policy does not change the certification requirements for the TCS or other personnel that are presently required to be certified.

Definitions

- ATSSA – American Traffic Safety Services Association
- CCA – Colorado Contractor's Association
- Certificate of Achievement or Completion – The Certificate issued by CCA upon completing the 2-day Traffic Control Supervisor (TCS) training and passing the test. The Certificate of Achievement or Completion from CCA will serve as written proof from CCA that a passing score was achieved on the Traffic Control Supervisor Exam. The 1-day Traffic Control Technician (TCT) along with the 2-day Traffic Control Supervisor (TCS) training provided by ATSSA may be substituted. Written proof from ATSSA that an eighty percent or higher score was achieved on both the Traffic Control Technician and Traffic Control Supervisor Exam is required.

CDOT Personnel

In order to achieve the goal of improving work zone safety, Safety and Traffic Branch is utilizing 402 Roadway Safety Program funds to provide a 2-day Traffic Control Supervisor class for CDOT employees. The following CDOT individuals must obtain a **Certificate of Achievement or Completion** by July of 2006:

- CDOT personnel that work on construction projects, including maintenance personnel and Resident Engineers.
- CDOT new hires that work on construction projects need to complete the training within 12 months.

After obtaining their supervisor's permission, an individual can register for a regularly scheduled CCA class by returning the attached registration form to CCA at the fax number indicated on the registration form. If the Region wishes to have a class in the Region then they need to establish a point of contact and have that person contact Terry Kish of CCA at 303-290-6611. See the attached announcement



Microsoft Word
Document

Contractor Superintendents

By July 1, 2005, all Contractor Superintendents must obtain a Certificate of Achievement or Completion. Contractor personnel will need to arrange for their own training through either CCA or ATSSA.

All projects that have bids opened after July 1, 2005 will include a Project Special Specification, which will require the Contractor's Superintendent to have the Certification of Completion.

Continuing Training and Specifications

Continuing Training Requirements-

Once every three years a refresher course of 4-8 hours in length must be taken. The Refresher course is yet to be developed.

If there are questions relating to training please contact Dwayne Wilkinson @ 303-512-5134.

Specifications that must be used:

The Project Special Specification that will require the Contractor's Superintendent to have the Certification of Completion for the two day TCS course will be posted on the following web site prior to June 1, 2005.

http://www.dot.state.co.us/S_Standards/specs_1999/special_provisions_1999.html

If there are questions regarding the specifications please contact K.C. Matthews at 303-757-9543.

Since these Specifications may undergo change through use, it is suggested that the link above be used at the time Plans are finalized.

I Concur

Craig Swain
Chief Engineer

10/12/04
Date