



COLORADO

Department of Transportation

Office of the Chief Engineer
2829 W. Howard Place
Denver, CO 80204-2305

DATE: January 2, 2024
TO: CERTIFIED ENTITIES, FLAGGER INSTRUCTORS, AND FLAGGERS
FROM: Colorado Department of Transportation (CDOT) FLAGGER PROGRAM
Benjamin Acimovic, P.E., CDOT Traffic Operations Engineer
SUBJECT: JANUARY 2024 CDOT FLAGGER PROGRAM UPDATES

All flagger program submittals, requests, questions, comments, inquiries, and suggestions must be submitted to the CDOT Flagger Program through the following email address or phone numbers:

- Email: dot_cdot_flagger@state.co.us
- Phone Numbers: 303-757-9664, 1-888-639-3271

Please see our website at <https://www.codot.gov/safety/traffic-safety/traffic-operations-technology/flagger-program> for more information about the CDOT Flagger Program.

CDOT FLAGGER PROGRAM UPDATES

The CDOT Flagger Program has revised the following documents dated January 2024:

- CDOT Flagger Training Manual
- CDOT Flagger Training Program Application
- CDOT Flagger Training Entity Terms and Conditions
- CDOT Flagger Instructor Agreement
- CDOT Flagger Training Entity Change Form
- CDOT Flagger Reference Guide
- CDOT Flagger & Flagger Instructor Training Instructor and Course Evaluation
- CDOT Flagger Training Entity Flagger Class Agenda and Syllabus
- CDOT Flagger Training Course slideshow
- CDOT Flagger Class Roster

These documents will be available on the CDOT Flagger Program website in January 2024. The latest versions of these documents must be used as of today.

Details of the changes made to each of these documents is attached.

COLORADO DEPARTMENT OF TRANSPORTATION (CDOT) FLAGGER PROGRAM

CDOT Flagger Training Program Updates – Documents & Forms – January 2024

- CDOT Flagger Training Program Application
- CDOT Flagger Training Entity Terms and Conditions
- CDOT Flagger Instructor Agreement
- CDOT Flagger Training Entity Change Form
- CDOT Flagger Reference Guide
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Note: The CDOT Flagger Training Manual updates are in a separate document.

CDOT FLAGGER TRAINING APPLICATION		
ERRATA CHANGE ADDITION	SECTION	REVISION
Change	Page 1	Updated the CDOT Logo
Change	Page 1	Changed wording from “(one required for each Flagger Instructor employed)” to “one required for each entity Flagger Instructor”.
Change	Page 1	Updated the file name in the footer from January 2023 to January 2024.
Change	Page 1	Changed phone number from 1-888-639-3271 to 303-757-9664

CDOT FLAGGER TRAINING ENTITY TERMS & CONDITIONS		
ERRATA CHANGE ADDITION	SECTION	REVISION
Changes	Throughout document	Minor wording changes for clarification
Change	Throughout document	Updated January 2023 to January 2024 in Document Name in footer. Removed the 888 phone number.
Change	Page 1	Updated the CDOT logo
Errata	Page 1	Capitalized State when referring to the State of Colorado.
Change	Page 1	Added that Entities must use the most recent versions of the required documents when applying to the program.
Addition	PART 1D – Rules for all Flagger Training and Certification Formats in Colorado	Added: Entities must notify flagger students of the cost of the flagger training course before the class begins (if applicable). Added section regarding Work Reimbursement Agreements.

Addition	PART 1F- Flagger Exams	<p>Added that students must pass all aspects of the practical demonstration exam.</p> <p>Clarified that students can only take the practical demonstration exam one time. If they do not pass, they must retake the Flagger Training course.</p> <p>Removed practical exam information from the written exam information.</p>
Added	PART 1G – Flagger Certification	Added additional information for sending cards to PO Boxes.
Added	PART 1G – Flagger Certification 2-Year Flagger Certification Cards	Added “2-Year Flagger Certification Cards” to differentiate between the 2-Year and 30-Day flagger certifications. See additional cell discussing the 30-Day Temporary Flagger Certifications
Added	PART 1G – Flagger Certification 2-Year Flagger Certification Cards	Added information regarding the 48-hour requirement for flagger certification issuance for entities that require memberships or being part of a cooperative.
Added	PART 1G – Flagger Certification 30-Day Temporary Flagger Certifications	Added new cell with information regarding the 30-Day Temporary Flagger Certifications and Work Reimbursement Agreements. Most of this information came from the Industry Memo Dated September 7, 2023.
Added	PART 1G – Flagger Certification Inform flaggers that they must	Added bullet: “Follow the rules for flagging per the MUTCD and the CDOT Flagger Training Manual.”
Added	PART 1H – Flagger Training Reporting	<p>Added that if submitting documentation via email, send one email for each flagger class (unless your email has size limitations).</p> <p>Added 30-day temporary flagger certification reporting information.</p> <p>Added Work Reimbursement Agreement reporting information.</p> <p>Added information in asterisk section regarding entities that require memberships or being part of a cooperative.</p>
Added	PART 1H – Flagger Training Reporting	Added

CDOT FLAGGER INSTRUCTOR AGREEMENT		
ERRATA CHANGE ADDITION	SECTION	REVISION
Change	Page 1	Updated the CDOT Logo
Change	Page 1	Updated the file name in the footer from January 2023 to January 2024.

CDOT FLAGGER TRAINING ENTITY CHANGE FORM		
ERRATA CHANGE ADDITION	SECTION	REVISION
Change	Page 1	Updated the CDOT Logo
Added	Page 1, paragraph 1, sentence 1	Added wording of “designated representative, entity contact information”
Change	Page 1	Updated the file name in the footer from January 2023 to January 2024.

CDOT FLAGGER REFERENCE GUIDE		
ERRATA CHANGE ADDITION	SECTION	REVISION
Change	Cover Page	Updated the CDOT Logo Changed “Release Date February 16, 2023” to Revision Date January 2024”

CDOT FLAGGER & FLAGGER INSTRUCTOR TRAINING INSTRUCTOR AND COURSE EVALUATION		
ERRATA CHANGE ADDITION	SECTION	REVISION
Change	Page 1	Updated the CDOT Logo
Errata	Page 1	Corrected date format from DD/MM/YYYY to MM/DD/YYYY
Change	Page 1	Updated the file name in the footer from January 2023 to January 2024.

CDOT FLAGGER TRAINING ENTITY FLAGGER CLASS AGENDA AND SYLLABUS		
ERRATA CHANGE ADDITION	SECTION	REVISION
Change	Page 1	Updated the CDOT Logo
Change	Page 1	Changed phone number from 888-639-3271 to 303-757-9664
Errata	Page 1	Corrected “Trainer” to “Training” in the document title
Change	Page 1	Updated the file name in the footer from January 2023 to January 2024.
Change	Page 1 Administrative Items Course Materials	Added “(optional, but highly recommended)” to the Entity Flagger Training Slideshow and removed “or Presentation”.
Added	Page 1 Administrative Items Course Materials	Added “Demonstration” to Practical Exams

Chane	Page 2 Flagger Certification	Removed “Card” from section title and section since the 30-day temporary flagger certification is not technically a card.
Change	Page 2 Flagger Certification	Removed “Flaggers will sign their flagger certification card.” We are no longer requiring this since the new version of the flagger certification cards do not have a place for flaggers to sign.
Change	Page 2 Flagger Certification	Reworded the last bullet so it works for both the 2-year and 30-day flagger certifications.

CDOT FLAGGER TRAINING COURSE SLIDESHOW		
ERRATA CHANGE ADDITION	SECTION	REVISION
Changes	Page 1	Updated the CDOT Logo Changed “based on the January 2023 CDOT Flagger Training Manual” to January 2024.
Changes	Throughout slideshow	Made necessary changes to this slideshow to correspond with the changes made to the CDOT Flagger Training Manual, Revised January 2024.
Changed	Slides 6 and 7	Updated work zone crash information.
Changed	Slides 89, 90, 91	Updated dates in examples to 02/22/2024 and updated picture of course evaluation form to January 2024 version.

CDOT FLAGGER CLASS ROSTER	
ERRATA CHANGE ADDITION	REVISION
Changes	Updated to CDOT Flagger Class Roster 2024 document title.
Addition	Added “(legal name)” to Student Last Name and Student First Name columns.
Removed	Removed New and Recertifying columns.
Addition	Added 30-Day Temporary Flagger Cert (Y or N) column. Type Y in this column if you issued a 30-day temporary flagger certification, or type N in this column if you did not issue a 30-day temporary flagger certification.
Addition	Added Work Reimbursement Agreement (Y or N/A) column. Type Y in this column if a Work Reimbursement Agreement is applicable, or type N/A in this column if a Work Reimbursement Agreement is not applicable.
Addition	When a written exam score of less than 80 is entered into the Written Exam Score column, the exam score will turn red to indicate a non-passing score. Also, columns M, N, O, and P will turn pink to indicate that a flagger certification must not be issued since the student did not pass the written exam.
Addition	When an F for fail is entered into the Practical Exam column, the F will turn red to indicate a non-passing score. Also, columns M, N, O, and P will turn pink to indicate that a flagger certification must not be issued since the student did not pass the practical demonstration exam.
Addition	Column Q is for CDOT Administrative Use Only.

COLORADO DEPARTMENT OF TRANSPORTATION (CDOT) FLAGGER PROGRAM

CDOT Flagger Training Manual Updates – Effective January 1, 2024

FLAGGER MANUAL		
ERRATA CHANGE ADDITION	SECTION	REVISION
Change	Entire document	Accessibility check completed.
Change	Throughout manual	Minor wording changes for clarification.
Change	Title Page, Last Page	Updated 3 CDOT Logo's to current standards.
Change	Title Page	Published Date of January 2023 changed to Revision Date January 2024.
Change	Traffic Safety & You	Combined and reworded the last two sentences of paragraph 1.
Addition	Section A: Introduction & Background	Added paragraphs 2, 3, 4, and 5 regarding flagging at and near railroad crossings.
Addition	Qualifications for Flaggers – Per C.R.S. 43-5-308	Added all Flaggers must be at least 18 years of age.
Change	Qualifications for Flaggers – Per the MUTCD Section 6E.01 Qualifications for Flaggers	Removed “hands-on” since it is redundant with “demonstration exam”.
Change	Training Course	Removed “hands-on” since it is redundant with “demonstration exam”.
Changes and Additions	Traffic Control Devices, Channelizing Devices	Changed “Cones, Drums, & Barricades” section title to “Channelizing Devices”. Added Vertical Panels section. Moved Drums section.
Changes	Signs	Replaced the second line in the first paragraph.
Addition	Signs Temporary Traffic Control Zone Signs	Added “Warning” to Temporary Traffic Control Zone signs.
Addition	Section B: Tools of the Trade Stop/Slow Paddles	Add “Staff height is usually between 6 and 7 feet” to bullet number 5.
Addition	Section B: Tools of the Trade Radios, Air Horns, and Whistles	Added “Air Horns and Whistles” to the title and added paragraph two with air horn and whistle information.
Addition	Exercise B Question 4	Added “glow” between red and cone.
Errata	High-Visibility Safety Apparel (HVSA)	Added “Per the MUTCD,” to sentence one in paragraph one. Added sentence regarding vest tag in paragraph two. Corrected “(FYB)” to “(FYG)” in first sentence of paragraph five.

FLAGGER MANUAL		
ERRATA CHANGE ADDITION	SECTION	REVISION
Change	Other Items Flaggers May Need Safety glasses	Added "OSHA requirements" to the third sentence.
Change	Exercise C Question 2	Changed the wording of the question.
Addition	Section D: Flagger Job Duties Understanding of standard traffic laws and regulations	Added additional information regarding flaggers flagging at intersections.
Changed	Section D: Flagger Job Duties Flagging Station	Sentence one paragraph four, changed to "Upon arriving at the Flagger Station".
Errata	Where to Stand	Corrected 500 feet to 1000 feet in the second sentence in paragraph one.
Changes	Exercise D	Changed question 3.
Change	Section E: How to Flag	Reworded paragraph one.
Errata	Section E: How to Flag Single Flagger Method for a Short One-Lane, Two-Way TTC Zone	Adding "C" to MUTCD Section 6C.11. Also added "end" in paragraph one.
Addition	Section E: How to Flag Nighttime Flagging With a Paddle	Added new first sentence for nighttime clarification.
Changed	Section E: How to Flag Stopping Traffic at Night with Paddle	Changed wording for clarification.