



NATIONALLY RECOGNISED
TRAINING

TLILIC0005

ELEVATING WORK PLATFORM OVER 11M

BROCHURE VIC 2023

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REVIEW - 6 MONTHS

VERSION 1
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About this Course

Successful completion of this course including meeting the requirements of the Unit of Competency and making an application to WorkSafe VIC results in a Nationally Recognised High Risk Work Licence (WP).

This unit specifies the outcomes required to operate a boom-type elevating work platform (boom length 11 metres or more) for licencing purposes, and involves the operation of a telescoping device, hinged device, or articulated device or any combination of these used to support a platform on which personnel, equipment and materials may be elevated to perform work. The 11 metre boom length is defined as where:

- a. The vertical distance from the floor of the platform to the surface supporting the elevating work platform with the platform at its maximum height; or
- b. The nominal reach, measured horizontally from the centre point of rotation to the outer edge of the platform in its most extended position.

This course is designed to develop and confirm the skills and knowledge required to safely and effectively operate a boom-type elevating work platform. On successful completion of this course you will be issued with a Statement of Attainment for the following Unit of Competency;

TLILIC0005 Licence to operate a boom-type elevating work platform

You will also be issued with a Notice of Satisfactory Assessment (NSA); this is an interim licence issued by the WorkSafe VIC Assessor when you pass your test. This training and assessment is conducted in line with the Occupational Health & Safety Regulations 2017 (VIC).

COURSE INFORMATION

Courses available include the Standard, Advanced and Express Advanced Courses. ALL courses have the same outcome. That is, you will receive the same licence.

The Standard Course is designed for new entrants, and is also recommended for all levels of experience (it will help to refresh your skills and knowledge). You will only be admitted into the Standard Course if you meet the following pre-requisite:

- You can read and understand English

The Standard course commences when you book and the time taken to achieve your licence will depend on your progress through the course. Typically this course will take up to 40 hours and this includes; 3-4 hours of pre-attendance study, two 8-hour days for training (some assessment also takes place), some study while you wait for your Final Assessment and then up to 8 hours for the Final Assessment.

The Advanced Course is a condensed course and as such you will only be admitted into the Advanced course if you meet the following pre-requisites:

- You have previously held a licence (in the last 5 years) OR
- You have 2 years forklift driving experience in the last 3 years; AND
- You have excellent English reading, writing and comprehension; AND
- You agree to have the two online quizzes completed before attending for your scheduled session.
- You will also have to complete a Language Literacy and Numeracy Assessment on arrival to the training centre.

You will receive access to your online student portal upon booking for this course.

The Advanced Course commences upon booking into the course. The time taken to achieve your licence will depend on your progress through the course.

Typically this course will take up to 20 hours and this includes; 3-8 hours of pre-attendance study and completion of a workbook and quiz, one 3-hour training session (some assessment also takes place), some study while you wait for your Final Assessment and then up to 8 hours for the Final Assessment.

Please Note:

It is important that you choose the course suitable for your needs to avoid additional fees as outlined in the terms and conditions for this course.



WHAT IS INVOLVED IN GETTING A LICENCE?

- Book your course online or by calling us on (03) 9125 1998
- You will receive access to your course by email.
- Study the pre-course materials to prepare for your course.
- Attend for your training days (as per your booking).
- Once you have met the requirements of the course (including assessment) then you will be booked in to undertake your WorkSafe VIC Assessment on our site. This test takes up to a full day depending on numbers. Waiting times for assessment could be up to 14 days. This will allow you to study for your assessment. For the Advanced Course, this will occur on the day you are booked for.
- Once you have passed your WorkSafe VIC test then you will be issued with a Notice of Satisfactory Assessment. This document allows you to now operate an EWP!
- You will need to complete the application process through the myWorkSafe portal OR
- You will need to apply online within 60 days for your photo licence.
- You will receive your photo licence in the mail directly from WorkSafe VIC.

Please note: Most people will not have any additional fees. As with all courses, there are terms and conditions covering additional training, re-assessment, and cancellations / rescheduling. Please refer to these on our website.

What is covered in the course?

TOPICS COVERED INCLUDE

- Legal requirements for the safe operation of Elevating work platforms
- EWP characteristics and capabilities (includes knowledge of load data plates and routine checking)
- Hazard identification and control
- Workplace standards, requirements, policies and procedures for working on an EWP
- Safe operating techniques
- Typical problems encountered
- Adjustments that may be made for correction where required
- Accurately interpret information relating to conducting EWP operations
- Operating an EWP safely (including all functions) to the maximum height and load capacity
- Identifying hazards and assessing risks associated with the operation of the EWP
- Putting into place effective hazard prevention/control measures for the hazards identified
- Safely working at heights and use of related PPE
- Emergency procedures and safety equipment, including the use of a safety harness, energy absorber, lanyard and anchor points
- Using effective communication skills at a sufficient level to communicate with other site personnel (e.g. receiving instructions, interpreting instructions, safety information and procedures)

RE ASSESSMENT, COMPLAINTS & APPEALS

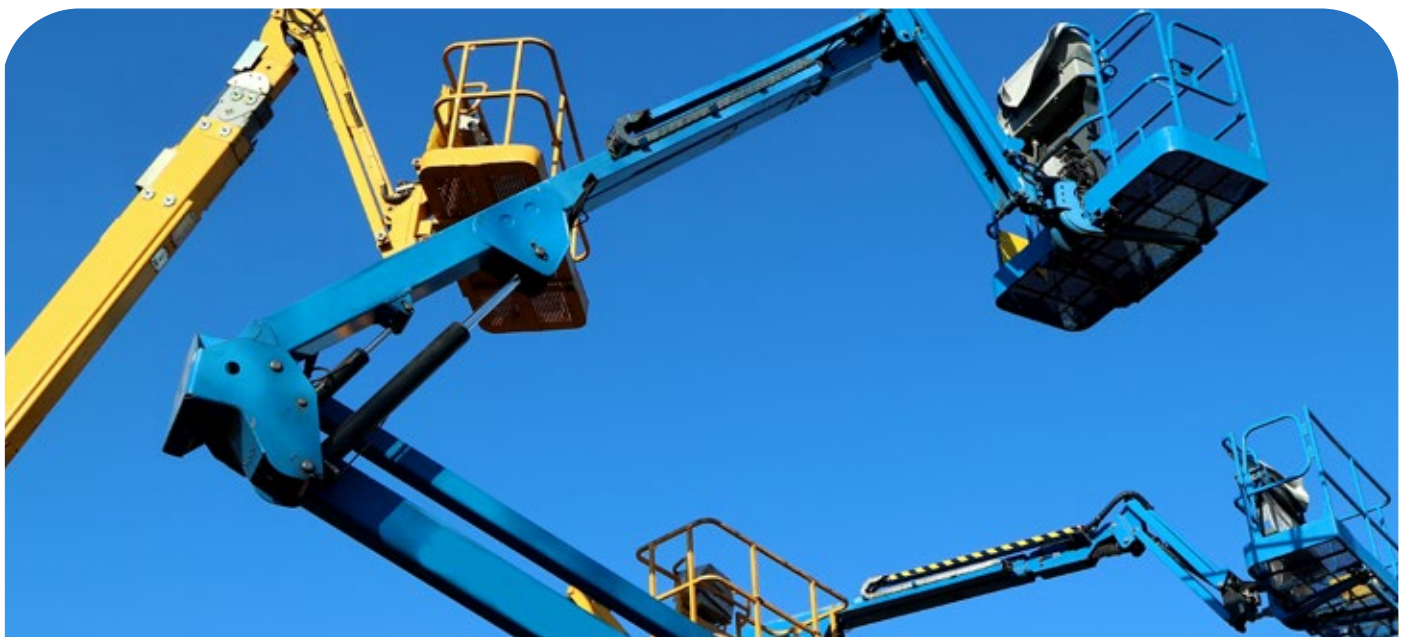
Our trainers have the experience, abilities and training to effectively assist you in your course by providing well designed training and assessment. During your training you will receive feedback about your performance including suggestions where required. You will also be informed if you are doing exceptionally well!

During training if you or your trainer feels that you require additional support, then there are options to assist you, i.e. extended duration of your course.

After assessment, should your trainer feel that you still require further training (due to results of the assessments in your course) or you need to be reassessed (there is one assessment completed during training, before your WorkSafe VIC test you will be informed of your options.

If you fail your licence assessment, reassessment fees and minimum waiting times also apply to reassessment. There are also time limits on completing your course. We have an effective appeals procedure, which you can find on our website, if you dispute the assessor's findings.

If you have a complaint about the course, our trainer/ assessors or anything else, then we also have an effective complaints procedure, which can also be viewed on our website.



WHO CAN DO THIS COURSE?

To participate in this course;

- You must be at least 18 years of age to commence the course;
- WorkSafe VIC assessment (test) requires that you are 18 years of age;
- WorkSafe VIC assessment (test) requires that you have met all training and assessment requirements
- Have original photo identification which includes as a minimum, full legal name and date of birth – Refer to the **Required ID fact sheet**.

Other important information

WHAT DO I NEED TO BRING?

- Wear long pants and a long sleeve shirt and closed shoes (preferable hard caps)

ENROLMENT

Enrolling into this course requires that you complete our enrolment form and provide sufficient identification (see details on our website). Once you have enrolled, then you will receive access to your online student portal.

ASSESSMENT ONLY

If you have completed and attained a statement of Attainment from an RTO and are eligible to be assessed or reassessed, then a fee will apply. Please contact us for requirements.

ADDITIONAL TRAINING & REFRESHER

Additional training is available at a rate of \$100 per half hour. For refresher training, contact us.

FEES, CHARGES, TERMS & CONDITIONS

For current fees, charges, terms and conditions - please visit our website at www.licences4workmelbourne.com.au or contact our office for a copy.

*Please read the full terms and conditions, an additional fee is payable online for processing your licence.

FURTHER INFORMATION

For further information about this course, please contact Licences 4 Work on (03) 9125 1998 or visit our websites:

www.licences4workmelbourne.com.au

www.licences4work.com.au

www.licences4worknewcastle.com.au

www.licences4workbrisbane.com.au

www.licences4workperth.com.au

