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PROCEDURES FOR IRATA CERTIFICATION



Procedures for IRATA Certification

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1 INTRODUCTION

1.1 Scope and Purpose

This document provides the procedures to be followed for IRATA International (IRATA) rope access technician certification and recertification. This document should be referenced in conjunction with the Training, Assessment and Certification Scheme (TACS) [TC-101].

1.2 Responsibility

Roles and responsibilities are set out as follows:

1.2.1 The Trainer Member Company (TMC):

- a) shall check and submit all pre-requisite candidate information and assessment records to IRATA Head Office within the timeframes set out in TACS [TC-101];
- b) should assist technicians when required in the understanding of this document.

1.2.2 The Assessor shall verify that all requirements of this document have been fulfilled prior to commencing the assessment.

1.2.3 The IRATA Head Office shall verify that all requirements have been fulfilled prior to issuing certification documentation.

1.3 References

TC-101ENG Training, Assessment and Certification Scheme (TACS)

1.4 Abbreviations

IRATA	IRATA International
TACS	Training, Assessment and Certification Scheme
TMC	Trainer Member Company

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2 GUIDANCE FOR CERTIFICATION

2.1 Documentation required by the TMC

New candidates shall provide a form of government issue photographic identification to the IRATA TMC prior to the start of the training course. Current, and expired, IRATA technicians shall also provide originals of their IRATA Logbooks. These will also be required by the Assessor at the start of the assessment.

2.2 Direct Entry

The Direct Entry scheme is now obsolete. No further applications shall be accepted through this scheme.

3 REGISTRATIONS AT LEVEL 1

3.1 New Level 1

New candidates should refer to section 4.1 of TACS [TC-101].

3.2 In-date Level 1 to be recertified to Level 1

Refer to section 4.10 of TACS [TC-101].

3.3 Expired Level 1 to be recertified to Level 1

3.3.1 Technicians who have Level 1 certification that has expired by 1-day or more should arrange for revalidation training with an IRATA TMC in accordance with TACS [TC-101] clause 4.10. In such cases technicians are required to undertake a minimum of 4-days training prior to assessment to Level 1.

4 REGISTRATIONS AT LEVEL 2

4.1 In-date Level 1 upgrading to Level 2

Refer to section 4.3 of TACS [TC-101].

4.2 Expired Level 1 upgrading to Level 2

4.2.1 Technicians who have allowed their Level 1 certification to expire, and intend to upgrade to Level 2 certification, should arrange to regain their Level 1 certification with an IRATA TMC by undertaking a minimum of 4-days training at Level 1 prior to assessment to Level 1.

4.2.2 Once a technician has regained their Level 1 certification, they shall meet the following requirements prior to attending a Level 2 training course:

- a) complete a minimum of 150 hours of logged rope access work following their most recent successful Level 1 certification assessment;
- b) have attained a minimum total of 1150 logged rope access hours.

4.3 In-date Level 2 to be recertified to Level 2

Refer to section 4.10 of TACS [TC-101].

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4.4 Expired (by up to 6 months) Level 2 to be recertified to Level 2

4.4.1 Technicians who have allowed their Level 2 certification to expire by up to 6 months should arrange for revalidation training with an IRATA TMC in accordance with TACS [TC-101] clause 4.10. In such cases technicians are required to undertake a minimum of 4-days training prior to assessment to Level 2.

4.5 Expired (by between 6 & 24 months) Level 2 to be recertified to Level 2

4.5.1 Technicians who have allowed their Level 2 certification to expire by between 6 and 24 months should arrange for refresher training with an IRATA TMC prior to attending a Level 2 training course. The procedure for recertification is as follows:

- a) successfully complete a 1-day refresher training course at an IRATA TMC;
- b) the 1-day refresher shall be logged in the training section of the technician's logbook and authenticated by the TMC's stamp or Instructor signature;
- c) the TMC may charge for this refresher and authentication.

4.6 Expired (by more than 24 months) Level 2 to be recertified to Level 2

4.6.1 Technicians who have allowed their Level 2 certification to expire by more than 24 months should arrange for re-certification at Level 1 with an IRATA TMC in accordance with TACS [TC-101] clause 4.6. In such cases technicians are required to undertake a minimum of 4-days training prior to assessment to Level 1.

4.6.2 Once a technician has regained their Level 1 certification, they shall complete a minimum of 150 hours of logged rope access work following their most recent successful Level 1 certification assessment, prior to attending a Level 2 training course.

5 REGISTRATIONS AT LEVEL 3

5.1 In-date Level 2 upgrading to Level 3

Refer to section 4.3 of TACS [TC-101].

5.2 Expired Level 2 upgrading to Level 3

5.2.1 Technicians who have allowed their Level 2 certification to expire, and intend to upgrade to Level 3 certification, should arrange to regain their Level 2 certification with an IRATA TMC by undertaking a minimum of 4-days training at Level 2 prior to assessment to Level 2.

5.2.2 Once a technician has regained their Level 2 certification, they shall meet the following requirements prior to attending a Level 3 training course:

- a) complete a minimum of 150 hours of logged rope access work following their most recent successful Level 2 certification assessment;
- b) have attained a minimum total of 1150 logged rope access hours as a Level 2.

5.3 In-date Level 3 to be recertified to Level 3

Refer to section 4.10 of TACS [TC-101].

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5.4 Expired (by up to 6 months) Level 3 to be recertified to Level 3

5.4.1 Technicians who have allowed their Level 3 certification to expire by up to 6 months should arrange for revalidation training with an IRATA TMC in accordance with TACS [TC-101] clause 4.10. In such cases technicians are required to undertake a minimum of 4-days training prior to assessment to Level 3.

5.5 Expired (by between 6 & 24 months) Level 3 to be recertified to Level 3

5.5.1 Technicians who have allowed their Level 3 certification to expire by between 6 and 24 months should arrange for refresher training with an IRATA TMC prior to attending a Level 3 training course. The procedure for recertification is as follows:

- a) successfully complete a 1-day refresher training course at an IRATA TMC;
- b) the 1-day refresher shall be logged in the training section of the technician's logbook and authenticated by the TMC's stamp or Instructor signature;
- c) the TMC may charge for this appraisal and authentication.

5.6 Expired (by more than 24 months) Level 3 to be recertified to Level 3

5.6.1 Technicians who have allowed their Level 3 certification to expire by more than 24 months should arrange for re-qualification at Level 2 with an IRATA TMC in accordance with TACS [TC-101] clause 4.6. In such cases technicians are required to undertake a minimum of 4-days training prior to assessment.

5.6.2 Once a technician has regained their Level 2 certification, they shall complete a minimum of 150 hours of logged rope access work following their most recent successful Level 2 certification assessment, prior to attending a Level 3 training course.

6 COMPLAINTS

Complaints can be submitted through the IRATA website (www.irata.org) or by writing to complaints@irata.org. The Complaints and Appeals procedure [MP-256] is available from www.irata.org.