

# Training Academy Bulletin



Issued: 30 Nov 2015  
Number P&P-BUL-50-2015

## *Signal Assessor Moderation Session*

The purpose of this email is to inform all Signalling Assessors of their requirements to attend a Mandatory Signal Moderation Session.

### ***Who needs to attend?***

All personnel who currently hold a MTM Signal Assessor role and who wish to continue to work in the capacity of a Signal Assessor.

### ***What is a moderation session?***

A moderation session is a quality assurance process that ensures that completed assessments have followed appropriate standards.

It is a process for ensuring that levels of proficiency on an applicant's Signals Statement of Competency (SOC), when approved, has been graded appropriately and consistently. Moderation involves checking and reviewing the SOC against the applicant's record of relevant experience (RORE) and other supporting documentation.

It is essentially a form of feedback to the Assessor to help them align their marking standards with those of other Assessors.

### ***When will the Moderation session be held?***

20th January 2016, 9.00am – 12.00pm.

### ***What happens if I cannot attend?***

If you cannot attend, your Signal Assessor role may be de-activated, please contact [competencies@metrotrains.com.au](mailto:competencies@metrotrains.com.au)

### ***How much will it cost?***

Free. There will be no charge.

### ***What happens after I complete the Moderation session, will I receive a certificate?***

No, your Rail Industry Worker (RIW) Signal Assessor role will remain active but be marked as tentative until MTM proficiency review is completed.

## *What happens if my signal assessing skills are not considered proficient?*

Your Signal Assessor role may be de-activated.

## *Where will the Moderation sessions be held?*

The moderation sessions will be held at Metroacademy training rooms located at:

42-50 Bakehouse Road  
South Kensington VIC, Australia 3031  
Telephone 03 9610 3701

## *How do I get there?*

**Train:** Get off at **South Kensington** Station. Exit the station and turn right along Childers Road (heading slightly uphill to what seems like a dead end). You will reach the gates of Lloyd Street Business Park, which is where Bakehouse Road begins. Walk straight ahead and take the second left continuing along Bakehouse Road until your arrival at the campus. (Walking directions attached above)

**Car:** There are a limited number of car parking spaces available at the front and side of the campus.