

# TTSA face to face renewal

Version: 5.4

## DESCRIPTION

This course is the competency refresher to enable Rail Safety Workers (RSWs) to safely work in the Metro Trains Melbourne (MTM) Metropolitan Rail Network.

## AUDIENCE

This course is for RSWs working in the MTM Metropolitan Rail Network that have held their competency for 24 months and need to maintain this competency.

The RSW must also have:

- Completed the Metro approved **Train Track Safety Awareness** course and let the competency expire by greater than six months and/or
- Attained competency from a [non-approved MTM training provider](#) and are not approved to work on the MTM Metropolitan Rail Network and/or
- Request additional learning support.

This course is not suitable if:

- Competency is current or expired by less than six months, or
- It was attained from an [approved MTM Training Provider](#), Or
- Additional learning assistance is not requested.

The **TTSA online renewal** is required if the above applies.

## COURSE OBJECTIVES

This course will refresh RSWs knowledge and skills to:

- Access the danger zone
- Access the rail corridor
- Respond appropriately in an emergency.

## DURATION

Half Day

## DELIVERY MODE

Face-to-face

## ASSESSMENT METHODS

Knowledge

## PROOF OF IDENTITY REQUIREMENTS

Participants are required to produce a valid Identification document (ID) on the day of training.

One of the following is considered a valid ID document, the document must contain a photo of the participant and be current.

- Australian or International Passport
- Driver's Licence
- Driver's Learners Permit
- Boat Operator's Licence
- Victorian Firearm Licence
- Licence to Perform High Risk Work
- Consumer Affairs Victoria Proof of Age card
- Other Australian Government issued ID card
- State, Territory or Federal Government Employee ID
- Keypass ID card or Tertiary Education Photo ID card

## METRO ACADEMY PREREQUISITES

Participant **MUST** be 18+ years of age

Participant **MUST** have completed the following unit of competency:

**TLIF0020** **Safely access the rail corridor\***

*\*(Units of competency considered equivalent on [www.training.gov.au](http://www.training.gov.au) are also accepted)*

## METRO ACADEMY PREREQUISITE VERIFICATION

Approved photo ID **MUST** be sighted on day of attendance.

Metro Academy will verify prerequisites against [Rail Industry Worker](#) (RIW) database prior to attending the training.

To prevent delay, participant's 'The Platform' profile **MUST** contain current email address, contact number, RIW number and date of birth.

Verifications will be completed by Metro Academy normally within two (2) business days of receipt of information.

*\* Participant is unable to commence training until verifications have been completed*

# TTSA face to face renewal

Version: 5.4

## COURSE COMPLETION

Participants who successfully complete all requirements of this course will be awarded a Certificate of Completion (CoC).

CoC will be available in 'The Platform' normally within two (2) business days of course completion.

This competency is accepted on the MTM Metropolitan Rail Network and is valid for 24 months. This competency **MUST** be renewed before expiration.

## RIW CERTIFICATE UPLOADS

Metro Academy will upload the RSW's certificate to the [RIW](#) database.

To prevent delay, RSW's 'The Platform' profile **MUST** contain current email address, contact number, RIW number, date of birth and the RIW card must also be valid.

Uploads will be completed by Metro Academy, normally within two (2) business days of CoC being issued.

## INFORMATION/BOOKINGS

This course closes one (1) business day prior to scheduled class attendance to allow for the pre-requisite checks to be completed.

Please contact Metro Academy if you have an urgent need to attend a closed course.



[The Platform](#)



<https://www.metrotrains.com.au/academy/>



[metroacademy@metrotrains.com.au](mailto:metroacademy@metrotrains.com.au)



03 9610 3701

## VENUE

Please check your email confirmation of booking as this course may be scheduled at the following locations.



[Metro Academy](#)  
[42-50 Bakehouse Road, Kensington, VIC 3031](#)

or



[Rail Academy Newport \(RAN\)](#)  
[Shea Street, Newport VIC 3015](#)

All access to the RAN is via Shea Street, off Champion Road.

Pedestrian access is not available directly to the RAN from Newport Railway Station.

## FEES

\$300 (GST inclusive)