

Traffic Management Reform program

Temporary Traffic Management Accreditation program – Frequently Asked Questions

Information update
June 2022

We're introducing a new Temporary Traffic Management Accreditation (accreditation) program to maintain high levels of safety and compliance at road worksites.

It is one of the initiatives being delivered under the Traffic Management Reform (TMR) program to create a consistent approach to traffic management across Victoria in line with national guidelines and approaches.

What is the new accreditation program?

All new companies undertaking temporary traffic management on roads managed by the Department of Transport (DoT) will now need to be accredited under the new accreditation program. This replaces the previous temporary traffic management prequalification scheme (the scheme).

Three temporary traffic management road categories have been introduced as part of the new accreditation process. Companies will need to demonstrate that they have the experience needed to safely work on the roads in each category.

Companies currently prequalified to carry out temporary traffic management under the previous scheme will receive interim accreditation until 1 February 2023.

Why is a new accreditation program being introduced?

Accreditation has been introduced to:

- maintain high levels of safety for traffic management workers, road users and local communities
- reflect the updated *Road Management Act 2004 (Code of Practice for Worksite Safety – Traffic Management)*, which is being released in the second half of 2022 to align with national guidance from AustRoads and supports creating a consistent traffic management approach across all states.

The accreditation program boosts industry standards and establishes clear categories of temporary traffic management roads based on risk and traffic volume, ensuring only companies with suitable experience are accredited.

Visit vicroads.vic.gov.au/tmr for more information about accreditation and the TMR program.

How will the new accreditation program work?

There are two traffic management roles that companies can apply for when working on roads managed by DoT – traffic management design and traffic management implementation.

Companies can apply for accreditation in either or both roles, as long as they have evidence of the different training, experience and road network knowledge required to perform each role.

1. Traffic Management Design role

This role designs and prepares temporary traffic management plans with responsibility for:

- Designing, drafting, reviewing and/or making modifications to Traffic Management Plans (TMP), including site audits/inspections and the worksite hazard assessment.

2. Traffic Management Implementation role

This role assesses the worksite and implements traffic management plans with responsibility for:

- Setting out, implementing and monitoring TMPs.
- Controlling traffic, through an accredited traffic controller/s.

A company's accreditation is valid for two years once approved. During this time, traffic management companies must inform DoT of any changes of circumstances, including change of company name or ownership. It is the responsibility of the company to ensure that they apply for renewal well in advance of the expiry date.

DoT may also downgrade, suspend or cancel a company's accreditation after issuing a formal notice of non-compliance and giving the company an opportunity to respond.

What are the new road categories?

There are three temporary traffic management road categories to reflect the varying complexity and scaled risk profile to make sure only those companies with suitable training, experience and a good safety record will be accredited to manage traffic on roads managed by DoT.

A company may apply for accreditation in any or all three temporary traffic management road categories:

- **Category 1 roads:** most urban and lower volume rural roads with a posted speed limit of ≤ 60 km/h. Characteristics of these urban and rural roads are with or without a centreline, sealed and unsealed, with a single lane (one lane in each direction), including instances where there is an overtaking lane available for an otherwise single lane road.
- **Category 2 roads:** high-volume, excluding freeways. Characteristics include signalised intersections, multi-lane or divided roads, and major urban roads. These are mostly arterial roads and include complex environments, such as two-lane roundabouts.
- **Category 3 roads:** high volume, high speed multi-lane freeways with a divided carriageway, including on-ramps and off-ramps.

Who can apply for accreditation?

Traffic management companies who are already prequalified by DoT to conduct temporary traffic management can apply for accreditation under the new program. They can apply for any of the three road categories.

New companies can only apply for accreditation to work on category 1 roads. They must demonstrate relevant experience working on category one roads and high levels of competency before they can apply to work on category 2 and 3 roads. This graduated approach allows companies time to demonstrate requirements to meet full accreditation.

How to I apply for accreditation?

The accreditation program started on 1 February 2022. Applications for prequalification will not be accepted after this time.

Current prequalified traffic management companies have until 1 February 2023 to become accredited and retain the ability to work on the DoT managed road network, bid for DoT work or apply for DoT issued Memorandum of Authorisation (MoA) permits.

New traffic management companies will need to apply for accreditation before they can start working on the DoT managed road network.

To apply for accreditation, download the application form from vicroads.vic.gov.au/tmr and email it to TMAccreditation@roads.vic.gov.au with the required supporting documentation and information when completed.

The following information and documents are needed to complete the accreditation application:

- company details, directors, senior managers and financial information
- insurance certificates
- coinvest registration
- demonstrated work experience (including referees) in relevant roles and road categories
- Quality Assurance and Occupational Health and Safety (including third-party accreditation of these management systems).

Information provided as part of the application process will be verified with coordinating road authorities or other relevant stakeholders. Applicants will have the opportunity to correct any mistakes but if details are found to be false or misleading, applications will be rejected immediately.

Download the Temporary Traffic Management Accredited Company Guidelines from vicroads.vic.gov.au/tmr for more details about the new accreditation program and the information needed for applications. It covers accreditation roles, road categories, accreditation assessment requirements and criteria, company responsibilities and DoT's non-compliance procedures.

Traffic management companies should allow up to eight weeks for accreditation applications and documentation to be assessed once they have been received by DoT. It's recommended you submit your application by October 2022 or well before your company's prequalification expires to transition to the new accreditation program by 1 February 2023.

Find out more

For more information about the TMR program and accreditation, visit vicroads.vic.gov.au/tmr

If you have any questions or need further information, please contact tmr.support@transport.vic.gov.au