

Lookout face to face renewal

Version: 5.1

DESCRIPTION

This course is the competency refresher for individuals to fulfil the role of a Lookout in the Metro Trains Melbourne (MTM) Metropolitan Rail Network.

AUDIENCE

This course is for Lookouts working in the MTM Metropolitan Rail Network that have held their competency for 24 months and need to renew the Lookout competency.

This course is not suitable if you have already attained the Lookout competency from a non-approved MTM training provider and not approved to work on the MTM Metropolitan Rail Network.

The **Lookout (MTM Upgrade)** is required if the above applies.

COURSE OBJECTIVES

This course will refresh the knowledge and skills required to perform the job role in the MTM Metropolitan Rail Network

DURATION

One day

DELIVERY MODE

Face-to-face

ASSESSMENT METHODS

Knowledge

Practical

PERSONAL PROTECTIVE EQUIPMENT (PPE) REQUIREMENTS

Participants **MUST** bring the following items on the day of training:



Steel capped, lace up boots with ankle support



Full length trousers



Long sleeve shirt



Orange Hi-Vis vest



Eye protection



Hard hat

Participants cannot commence training without PPE

PROOF OF IDENTITY REQUIREMENTS

Participants are required to bring with them, on the day of training valid identification documents (ID). These forms of ID **MUST** have a photo 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

COVID SAFE REQUIREMENTS

On 18 November 2021, the Victorian Government released the COVID-19 Mandatory Vaccination (Workers) Directions (No 8).

The Directions, place obligations on employers in relation to relevant workers who are, or may be, scheduled to work outside their ordinary place of residence on or after 26 November 2021.

The obligations include that relevant workers are required to have:

- Received second dose of the COVID-19 vaccine, or
- Have a medical exemption evidenced by an authorised medical practitioner.

If you have any queries in relation to the Directions, you should seek your own independent legal advice.

METRO ACADEMY PREREQUISITES

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

Participant **MUST** comply with Local COVID Safe Plans

Participant **MUST** comply with the COVID-19 Mandatory Vaccination (Workers) Directions.

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Participant **MUST** have completed the approved MTM **Lookout** course and have been issued the following unit/s of competency:

- TLIF0020 Safely access the rail corridor*
- TLIF0027 Perform lookout duties*

Participant **MUST** have a current Rail Industry Worker (RIW) card / MTM Track Protection card.

**(Units of competency considered equivalent on www.training.gov.au are also accepted)*

METRO ACADEMY PREREQUISITE VERIFICATION

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

Participants **MUST** confirm compliance to the COVID-19 Mandatory Vaccination (Workers) Directions.

Failure to confirm compliance to the Mandatory Vaccination Directions will result in the participant being unable to enter the premises and undertake training.

Metro Academy will verify prerequisites against [Rail Industry Worker](#) (RIW) database.

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

Verifications to be completed within two (2) business days*.

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

COURSE COMPLETION

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

CoC will be available in The Platform within two (2) business days.

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 participant's certificate to the [RIW](#) database.

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

Uploads to be completed within two (2) business days of CoC being issued in The Platform.

INFORMATION/BOOKINGS



The Platform



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



metroacademy@metrotrains.com.au



03 9610 3701

VENUE



Metro Academy

42–50 Bakehouse Road, Kensington, VIC 3031

FEES

\$470 (GST inclusive)