



## Licence Explanation Train-the-Trainer Programs

### For Overhead Cranes 4550 kg and over

- All companies reviewing ACTI controlled courseware<sup>®</sup> will be required to complete a confidentiality agreement
- Licence describes the roles and responsibilities of ACTI, the Licencee and Trained Instructors
- All prospective instructors must submit a current resume to ACTI for pre-approval prior to attending any Train-the-Trainer programs
- All prospective instructors must successfully complete the three-day pre-requisite training consisting of:
  - ▶ Overhead Travelling Crane Operator Safety Course for Cranes 4550KG and over; and
  - ▶ Overhead Travelling Crane Supervisor Safety Course
- Trained Instructors are provided with an Instructor Kit, customized with their corporate logo, consisting of:
  - ▶ Instructor manuals
  - ▶ Training materials; and
  - ▶ Videos
- Certificates are issued with an expiry date of three years, prior to this expiry instructors are required to attend a refresher training course
- ACTI courseware is audited annually to ensure material content is complete and compliant
- Audit certificates and course revisions are issued to each instructor annually
- Several different licences are available to suit the needs of your company:
  - ▶ **Distributor**
    - Developed for organizations interested in becoming Approved Training Vendors of ACTI courseware, please contact our office for more information



- ▶ **Senior instructor**
  - Developed for very large multi-site organizations who require the ability to train all levels of instructors to meet their constant changing needs
  - Senior instructors are qualified to train Lead Instructors, Site Instructors and workers in-house



- ▶ **Lead Instructor**
  - ➔ Developed for large organizations who require the ability to train instructors in-house
  - ➔ Lead instructors are qualified to train Site Instructors and workers in-house



- ▶ **Site Instructor**
  - ➔ Developed for smaller organizations who require a minimum number of instructors
  - ➔ Site Instructors are qualified to train in-house workers using ACTI courseware

## Additional Course Available for Purchase with a Licence



### Overhead Travelling Crane Operator Safety

Course For Cranes 2000 - 4550KG



## Boom Truck Operations and Rigging Practices Course



## Utility Boom Truck Operations and Rigging Practices Course