

RECOGNITION OF TRAINING COURSES COATINGS INSPECTOR

Editorial Note: This version of the document includes a new logo.

1. SCOPE

This document details the criteria for PCCP recognition of training courses for inspectors of applied coatings.

2. INTRODUCTION

A PCCP accredited contractor shall have a properly qualified person to undertake inspection of the surface preparation and coating application stages of a painting project. It is a requirement of accreditation that the organisation is able to show that the inspectors it uses at all points of the process are suitably qualified and experienced.

In order to ensure that courses developed and presented by individuals and companies with a wide range of backgrounds, experience and skills all have a consistent content and quality, PCCP “recognise” those courses that comply with defined minimum requirements.

3. AUTHORITY & RESPONSIBILITY

1. The Executive Officer, PCCP (EO) has the authority to implement the requirements of this procedure.
2. The PCCP Technical Committee retains the responsibility for the content of the procedure.

4. REFERENCED DOCUMENTS

This procedure makes reference to the following documents;

1. PCCP Document D001 How PCCP Operates.
2. PCCP Document D003 Schedule of Fees
3. PCCP Document D007 Categories and Classes.

PCCP Documents may be downloaded from the web site at:
<http://www.apas.gov.au/>

5. DEFINITIONS

No special definitions required.

6. COURSE RECOGNITION PROCESS

6.1 Pre-application activity

- a) Organisations considering recognition for an existing course or the development of a new course shall ensure that the course complies with all the requirements listed in Table 1 below.

6.2 Application activity

Each application shall;

- a) Be on the prescribed form PCCP Form PP-F031.
- b) Be accompanied by the appropriate fee – refer PCCP Document PP-D003.
- c) Have attached evidence of compliance to the required elements in Table 1 below – summary of course, content, certificate example etc (refer section 6 of the application form).

6.3. PCCP evaluation activity

- a) The Executive Officer, PCCP (EO) shall assess the application and all supporting evidence for compliance to requirements.
- b) The EO shall resolve with the Applicant any errors or omissions that may impact on the progress of the Application.
- c) The Application may be referred to the PCCP Technical Panel for adjudication if deemed necessary and appropriate by the EO.
- d) Where the EO and Applicant are unable to resolve any issues, the EO shall advise the Applicant that the application has been unsuccessful and shall include reason(s) for arriving at this decision.

6.4 Post evaluation activity

- a) Applications deemed to have satisfied all requirements shall be listed by the EO as Recognised.
- b) The EO shall prepare a Certificate of Recognition detailing;
 - the Applicant course name and any associated unique code
 - the name of the course provider
 - the date of recognition of the course
 - the expiry date for recognition

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7. REFRESHER COURSES

- a) As each Participant certificate is required to be issued with a defined expiry date, the training Provider shall also provide update or refresher courses to enable Participants to maintain the currency of their training.
- b) It is the responsibility of the employer to ensure that certificate currency is maintained by booking participants into the next available refresher course.
- c) Refresher courses shall have two objectives;
 - To refresh the Participant's knowledge of the original subject matter. The refresher course shall pay particular attention to key requirements or issues
 - To advise the Participant of any changes to regulations, legislation, documentation etc since the original course.
- d) The refresher course shall be of minimum half day duration.
- e) A new certificate shall be issued by the training provider to each successful refresher course Participant at the conclusion of each course.
- f) The expiry date for refresher certificates shall not be greater than 2 years.

8 RE-RECOGNITION ACTIVITY

- a) Prior to the expiry of Recognition for the course, the EO shall advise the course provider that, if desired, re-Recognition for the nominated course is possible and necessary for continuing PCCP Recognition.
- b) The application for re-recognition shall comprise a declaration of changes to the Recognised course.
- c) The application for re-recognition shall be on the prescribed form PCCP Form PP-F032.
- d) The application shall be accompanied by the appropriate fee – refer PCCP Document PP-D003.
- e) The EO shall assess the changes to the course and decide whether the course continues to comply with the requirements of Table 1 below.
- f) Where doubt exists, the EO shall attempt to resolve the issue(s) with the course provider. The EO may choose to involve the PCCP Technical Panel if deemed necessary.
- g) Where the course continues to meet all requirements, the EO shall;
 - Prepare and issue a new certificate conforming to 6.4b above
 - Update the PCCP web site listing accordingly

9. APPEALS & COMPLAINTS

- a) Appeals against decisions of PCCP or its officers shall be subject to the process outlined in PCCP Document PP-D004.
- b) Complaints against PCCP processes, practices or officers shall also be subject to the process outlined in PCCP Document PP-D004.

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10. REQUIREMENTS FOR COURSE RECOGNITION

Criteria	Requirement
10.1 General	
a) Course developer	The developer of the course shall be person/s or organisation/s with significant knowledge of, experience and standing in, the coatings industry. Examples (non-exhaustive) of acceptable organisations are; Australasian Corrosion Association (ACA), CTI Consultants, KTA-Tator (Aust), a university or a company with extensive experience and knowledge of coatings inspection activities.
b) Training provider	The training providers shall be person/s or organisation/s with significant knowledge of, experience and standing in, the coatings industry. Examples (non-exhaustive) of acceptable providers are; Australasian Corrosion Association (ACA), CTI Consultants, KTA-Tator (Aust) or a body with extensive experience and knowledge of coatings inspection activities. Preferably the provider shall have appropriate training delivery qualifications.
c) Course recognition	It is preferable (but not mandatory) that the course be registered with a training recognition authority such as ANSO, VTAB etc. The recognition authority shall be independent of the course developer
d) Delivery format	The course shall be delivered by suitable and appropriate means. Examples of such means are either a CD-Rom computer based learning and field based session or a class room presentation which shall include appropriate hands-on experiences.
e) Course presenter	The course presenter shall have at least 10 years coating industry experience and/or approved training delivery qualifications.
f) Course duration	The course shall occupy a minimum of 3 days of course work
g) Certificate validity	The initial Participant certificate shall be valid for a period not greater than 2 years after which a course refresher shall be taken. Successful completion of the refresher course shall entitle the Participant to new certificate of competency with another 2 year validity date.
h) Course recognition validity	The recognition of the course shall be for a period not greater than 3 years after which re-validation shall be required for continued Recognition.
10.2 Course content	
a) Introduction	General aspects of corrosion and ways to control; coatings types in the market
b) Surface preparation	Methods and equipment used; development of familiarity with both
c) Coating application	Methods and equipment used; development of familiarity with all; volume solids – meaning & significance; use in calculating DFBs;
d) Inspection practices	
surface preparation	Familiarity with profile testing; grades of blasted surfaces according to AS 1627.4;
environmental monitoring	Familiarity with temperature and humidity testing; understanding of when it is needed; Dew Point determination – methods and significance of results
coating application	Familiarity with film build measuring – wet and dry; visual inspection for defects; holiday testing;
e) Inspection & test equipment	Familiarity with equipment used; calibration activities; maintenance activities; safe handling procedures etc.
f) Role of QA	Understanding of function of QA; importance of documentation & accurate record keeping;
g) Applicable standards, codes of practice	Familiarity with applicable standards (AS 1627; AS2312; AS3894 etc), codes (spray painting, OH&S), PCCP
h) Specifications	The role and importance of the painting specification; format & content;
i) OH&S aspects	Site compliance plans & adherence
10.3 Criteria related to Participants	
a) Assessment of competency	Determination of satisfactory completion of the course shall be via either written or verbal assessment of participants by the course presenter.
b) Recognition of completion	Satisfactory completion of all requirements shall be demonstrated by the issue of a Certificate of Achievement to each participant.
c) Criteria for certificate presentation	Satisfactory performance at either a final exam (written & practical) or course assignments during the course delivery.

Table 1 Requirement for Recognition