

# INTERMEDIATE WORK ZONE TRAFFIC CONTROL TRAINING

Holiday Inn Select Koger South  
Richmond, VA  
May 4 - 5, 2009

VDOT is implementing new work zone training requirements for personnel engaged in the design, construction and maintenance of work zones on VDOT contracts. Successful completion of one of three different courses consistent with an individual's responsibilities will be required. The new requirements are expected to be included in VDOT contracts beginning with the July 2009 Advertisement.

## VDOT Intermediate Work Zone Traffic Control Training

This two day course is required for all persons with the following **Construction** type duties: Inspection of the placement or operational function of work zone traffic control devices; Construction Supervisory responsibilities; Maintenance of Traffic Coordinators on construction projects; Regional Traffic Engineering Work Zone Safety Coordinators; Regional Safety Engineers (ES&H); Traffic Control Supervisors; and personnel with responsibility for the development of work zone safety policies and procedures.

Participants who complete the course and successfully pass the course examination will receive a certificate of completion that meets VDOT's Work Zone Training requirements.

The two day course will be held at the Holiday Inn Select Koger South Conference Center in Richmond, Virginia on May 4 - 5, 2009.

### Course Topics

- \* Work Zone Standards & Guidelines
- \* Installation & Removal Procedures
- \* Inspection, Documentation & Supervisory Skills
- \* Setting Up Sample Work Zones



## ENROLLMENT

Please use this form to apply for enrollment. All course materials and lunch will be provided. The course will be offered at the Holiday Inn Select Koger South, 1021 Koger Center Blvd., Richmond, VA 23235. Directions to the training facility are available by contacting VTCA at the number below. Registration begins at 7:30 a.m. with the course beginning at 8:00 a.m. and ending at 4:30 p.m. each day.

- \* Space is limited. Because of the large number people needing training we are limiting participation to five employees per company. Additional participants will be handled on a space available basis. Enrollment forms will be accepted on a first-come, first-served basis.
- \* Only pre-enrolled applicants will be admitted to the course; **WALK-INS WILL NOT BE PERMITTED.**
- \* The form must be completed in its entirety for the applicant to be successfully enrolled.
- \* The enrollment fee must be paid for the applicant to be enrolled. Fax forms will only be accepted with credit card payments.
- \* Your enrollment will only be complete upon receiving a confirmation e-mail from VTCA.
- \* An examination will be conducted at the conclusion of the course and the results will be mailed to the participant at the company address specified on the enrollment form.

VTCA reserves the right to cancel this course due to low attendance.

Please contact VTCA's Stephanie Rusnak at (804) 330-3312 or [stephanie@vtca.org](mailto:stephanie@vtca.org) with questions.

**INTERMEDIATE  
WORK ZONE TRAFFIC CONTROL TRAINING  
Holiday Inn Select Koger South Conference Center  
Richmond, VA  
May 4 - 5, 2009**

Please enroll the following member of our organization for the Intermediate Work Zone Traffic Control Training to be held on **May 4 - 5, 2009**:

**PLEASE USE ONE FORM PER PARTICIPANT (COPY IF NEEDED)**

**Participant Information**

**First Name:** \_\_\_\_\_ **MI:** \_\_\_\_\_ **Last Name:** \_\_\_\_\_

**Company:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**City, State, Zip:** \_\_\_\_\_

**Telephone:** \_\_\_\_\_ **Fax:** \_\_\_\_\_

**Contact:** \_\_\_\_\_

**E-mail:** \_\_\_\_\_

*(Course confirmations will be sent via e-mail.)*

<b>Enrollment Fees</b>	<b>Before 4/20/09</b>	<b>After 4/20/09</b>
VTCA Members	\$275.00 per person	\$300.00 per person
Non-Members	\$315.00 per person	\$350.00 per person

The enrollment fee includes course materials and lunch.

**Space is limited. Five employees per company per class will be allowed; applications accepted on a first-come, first-served basis.**

**INTERMEDIATE WORK ZONE  
TRAFFIC CONTROL TRAINING**

**May 4 - 5, 2009**

**Enrollment Form**

**1. BY MAIL - CHECKS OR CREDIT CARD**

Make your check payable to VTCA and mail to Stephanie Rusnak at VTCA, 620 Moorefield Park Drive, Suite 120, Richmond, VA 23236. Indicate WZTC 5/4-5/09 on your check.

**2. BY FAX - CREDIT CARD ONLY**

**Credit Cards** - Please fill out the information below to authorize VTCA to charge your credit card and fax it to VTCA, Attn: Stephanie Rusnak at (804) 330-3850. **Please print legibly.**

Circle type of card: American Express      Visa      MasterCard

Credit Card #: \_\_\_\_\_

Name on Card: \_\_\_\_\_

Expiration Date: \_\_\_\_\_ Amount to be charged: \_\_\_\_\_

Signature: \_\_\_\_\_

Telephone: \_\_\_\_\_

\_\_\_\_\_  
Company Billing Address & Zip Code

---

<b>COURSE FEES</b>	<b>Before 4/20/09</b>	<b>After 4/20/09</b>
VTCA Members	\$275.00 per person	\$300.00 per person
Non-Members	\$315.00 per person	\$350.00 per person

---

**CANCELLATION POLICY**

**Prior to April 27, 2009:** Registration fee will be refunded less a \$25 administrative fee per registrant.

**After April 27, 2009:** Registration fee will be refunded less a \$100 administrative fee per registrant.