

Supporting Evidence - Important – **Please Read and understand**

To achieve your NRC you must provide evidence to show that you have regularly undertaken rigging work. There are two types of evidence, **Mandatory** and **Additional**.

You must provide all of the mandatory evidence listed in the table below. It demonstrates your training, experience and aptitude in the workplace, which supports the knowledge and skills you demonstrate in the assessment.

If you do not bring the required evidence to your Centre Assessment you may have to pay re-assessment fees.

***Very Important:**

- All references/witness testimonies, rigging plots and must be signed and dated by a responsible person (e.g. supervisor/manager) and must include their contact details to be acceptable.
- Please do not ask an NRC Assessor to provide the witness testimony or endorsement for you.

PLEASE READ REQUIREMENTS BELOW

MANDATORY EVIDENCE FOR BOTH LEVEL 2 AND LEVEL 3 <i>*Note: Very Important above.</i>	
Record of Employment	A form is enclosed - record your employment to date
Witness Testimony	A form is enclosed – you need to have it completed by a witness with relevant knowledge and experience. – a maximum of 2 witnesses can be used if needed.
PPE Inspection Record	Bring your current PPE Inspection Record that relates to the PPE you bring to your assessment. Templates can be downloaded at www.plasa.org/pd/qualifications/nrcdocumenttemplates/
Record of Thorough Examination	A Report of Thorough Examination is needed for personal lifting equipment e.g. hauling line, pulley and sling/connector. Templates can be downloaded at www.plasa.org/pd/qualifications/nrcdocumenttemplates/
Rigging plots	3 rigging plots you have worked from. These should specify point location, loads per point and dimensions from datum point(s). Plots must be legible. <i>*Note: Very Important above.</i>
ADDITIONAL EVIDENCE REQUIRED FOR NRC LEVEL 3 ONLY	
	<ul style="list-style-type: none"> ▪ L2 NRC Certificate and ID Skills Card. ▪ 3 risk assessments you have carried out, created at least 1 month apart. ▪ 3 method statements you have followed on rigging tasks. ▪ 1 rescue plan you have created or been issued with.

You can also supply additional evidence as listed in the table below.

ADDITIONAL EVIDENCE – NOT MANDATORY LEVEL 2 AND 3	
Work experience	PLASA Trainee Rigger Log Book
Proof of Training	<ul style="list-style-type: none"> ▪ Training with an employer, past or present ▪ Plant operating certificates, e.g. IPAF ▪ Training course certificates, e.g. PASMA ▪ Formal Qualifications <p>*PLEASE POST photocopies in advance. Do not send the original certificates in the post.</p> <p>The originals should be brought to the Assessment Centre.</p>
Endorsements	<p>These can be from:</p> <p>Employers, production managers, supervisors, clients.</p>
Photographs	<p>Photographic evidence of work carried out with an explanation of what is shown.</p> <p>An employer/production manager or similar person should sign and date the back of the photograph with contact details.</p>

Please post your completed witness testimony, employment record and qualification record sheet and copies of any certificates to your Assessment Centre at least **three weeks prior to your assessment date**.

Bring the original certificates with you when you attend your assessment so copies can be verified.

Your assessor will give you guidance on any further evidence that may be required following the assessment.

Your evidence must be:

- **Authentic** - it is yours and about you and what you do.
- **Sufficient** - it matches the requirements completely.
- **Relevant** - to what you are being assessed on.
- **Current** - it is up-to-date.
- **Reliable** - appropriate sources have provided it.
- **Valid** – it has integrity in terms of what it is.

Individuals named on your evidence may be contacted as part of the verification process.

If you have a question relating to your evidence please contact your chosen NRC Assessment Centre or PLASA at nrc@plasa.org