

**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 tables 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, method statements and rescue plans must be signed and dated by a responsible person (e.g. supervisor/manager) and must include their contact details to be acceptable.
- Individuals named on your evidence may be contacted as part of the verification process
- Please do not ask an NRC Assessor to provide any evidence listed below.

**PLEASE READ REQUIREMENTS BELOW AND ON PAGE 2**

MANDATORY EVIDENCE FOR BOTH NRC 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	<p>A form is enclosed – you need to have it completed by one witness with the relevant qualifications, knowledge and experience of your work.</p> <ul style="list-style-type: none"> <li>• NRC L2 - Preferably use an NRC Level 3 Supervisor, if not they must be qualified to NRC Level 2</li> <li>• NRC L3 – Must be NRC Level 3</li> </ul> <p>You need one witness, although if they cannot complete everything on the form – a maximum of 2 witnesses can be used but the criteria applies.</p>
PPE Inspection Record	<p>Bring your current PPE Inspection Record that relates to the PPE you bring to your assessment.</p> <p>Templates can be downloaded at <a href="http://www.plasa.org/pd/qualifications/nrcdocumenttemplates/">www.plasa.org/pd/qualifications/nrcdocumenttemplates/</a></p>
Record of Thorough Examination	<p>A Report of Thorough Examination is needed for personal lifting equipment e.g. hauling line, pulley and sling/connector.</p> <p>Templates can be downloaded at <a href="http://www.plasa.org/pd/qualifications/nrcdocumenttemplates/">www.plasa.org/pd/qualifications/nrcdocumenttemplates/</a></p>
Rigging plots	<ul style="list-style-type: none"> <li>• 3 rigging plots you have worked from. All rigging plots must show:               <ul style="list-style-type: none"> <li>○ Datum</li> <li>○ Measurements - points location, loads per point and dimensions from datum point(s).</li> <li>○ Date – ensure dates are recent to up to a year</li> <li>○ Name of event</li> <li>○ Signature of a supervisor / manager</li> <li>○ Contact number of the supervisor /manager</li> <li>○ Plots must be legible.</li> </ul> </li> </ul>

**NRC LEVEL 3 ONLY**

MANDATORY EVIDENCE REQUIRED FOR NRC LEVEL 3 ONLY	
<ul style="list-style-type: none"> <li>You need all the evidence shown in the grey table on page 1, plus the following:</li> </ul>	
NRC Level 2	<ul style="list-style-type: none"> <li>L2 NRC Certificate and ID Skills Card.</li> </ul>
Risk assessments	<ul style="list-style-type: none"> <li>3 risk assessments you have carried out, created at least 1 month apart.</li> </ul>
Method statements	<ul style="list-style-type: none"> <li>3 method statements you have followed on rigging tasks.</li> </ul>
Rescue Plan	<ul style="list-style-type: none"> <li>1 rescue plan you have created or been issued with.</li> </ul>

**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"> <li>Training with an employer, past or present</li> <li>Plant operating certificates, e.g. IPAF</li> <li>Training course certificates, e.g. PASMA</li> <li>Formal Qualifications</li> </ul> <p><b>*PLEASE POST photocopies in advance. Do not send the original certificates in the post.</b></p> <p><b>The originals should be brought to the Assessment Centre.</b></p>
Endorsements	These can be from: Employers, production managers, supervisors, clients.
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.

If you have a question relating to your evidence please contact your chosen NRC Assessment Centre or PLASA at [nrc@plasa.org](mailto:nrc@plasa.org)