Supporting Evidence - Important – *Please Read*

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.
Please ensure that you bring PRINTED HARCOPY EVIDENCE to your assessment.

***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 *Note: *Very Important* above.	
Record of Employment	**A form is enclosed - record your employment to date**
Witness Testimony	**There is a template form for Level 2 and 3 enclosed. This form should be completed by at least one competent NRC rigger or NRC rigging supervisor, who can provide you with a testimonial to say that you regularly carry out and work in the way outlined on the form. Contact details for any witnesses used must be supplied. See below:** • **NRC L2 - Preferably use an NRC Level 3 Supervisor, if not they must be qualified to NRC Level 2** • **NRC L3 – Must be NRC Level 3** **You need one witness, although if they cannot complete everything on the form – a maximum of 2 witnesses can be used, one of which could be a manager, but the criteria applies, one must be NRC certified.**
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/qualification/national-rigging-certificate-nrc**
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/qualification/national-rigging-certificate-nrc**
Rigging plots	**3 x rigging plots you have worked from. Plots must be legible, show rigging points, loads and dimensions from datum point(s) sufficient to allow marking out on site they must be signed by the crew chief or supervisor of the work, and have their contact details which may be used to authenticate the evidence. All rigging plots must show:** ○ **Plots and contact details must be legible.**

	○ **Datum point(s) sufficient to allow marking out** ○ **Measurements - points location, loads per point and dimensions from datum point(s).** ○ **Date of the event – ensure dates are recent to up to a year.** ○ **Name of event** ○ **Signature of a supervisor / crew chief of the work*.** ○ **Contact phone number of the supervisor / crew chief of the work*.** *** Note in the case of NRC Level 3 candidate being the crew chief, seek contact details from who is responsible for the work/employed you.**

NRC LEVEL 3 ONLY

MANDATORY EVIDENCE REQUIRED FOR NRC LEVEL 3 ONLY	
• **You need all the evidence shown in the grey table on page 1, plus the following:**	
NRC Level 2	• **L2 NRC Certificate and ID Skills Card.**
Risk assessments	• **3 risk assessments that you have worked to, created at least 1 month apart.**
Method statements	• **3 method statements you have worked to on rigging projects.**
Rescue Plan	• **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 Logbook
Proof of Training	• Training with an employer, past or present • Plant operating certificates, e.g., IPAF • Training course certificates, e.g., PASMA • Formal Qualifications ***PLEASE POST photocopies in advance. Do not send the original certificates in the post.** **The originals should be brought to the Assessment Centre.**
Endorsements	These can be from: Employers, production managers, supervisors, clients.
Photographs	Photographic evidence of work carried out with an explanation of what is shown. An employer/production manager or similar person should sign and date the back of the photograph with contact details.

- **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