



AMERICAN TRAFFIC SAFETY SERVICES ASSOCIATION

Traffic Control Technician (TCT) (Florida "Intermediate" Training)

Traffic Control Supervisor (TCS) (Florida "Advanced" Training)



APPLICATION INSTRUCTIONS

The information requested in this application will aid in determining your eligibility for certification as a Traffic Control Technician (TCT) or Traffic Control Supervisor (TCS). Read and follow the instructions carefully. In addition, it is important to remember:

- ◆ The information you provide must be complete, accurate and specific.
- ◆ All information furnished on this application is subject to verification.
- ◆ Please do NOT return these instructions with your application. A copy of the Code of Ethics should be retained for your files.
- ◆ **Certification is valid for four years from the date the course exam is taken.**

TCT (Florida "Intermediate" Training) - The following requirements must be met before you can be certified

- ◆ Successfully complete the TCT (Florida Intermediate) training course
- ◆ Have one year (2000 hours) experience in temporary traffic control
- ◆ Provide two references who can verify your experience (see Steps 6 & 7)
- ◆ Be approved by the ATSSA Certification Board

TCS (Florida "Advanced" Training) The following requirements must be met before you can be certified

- ◆ Successfully complete the TCS (Florida Advanced) training courses
- ◆ Complete an acceptable flagger training program (see Step 4)
- ◆ Have two years (4000 hours) experience in temporary traffic control
- ◆ Provide two references who can verify your experience (see Steps 6 & 7)
- ◆ Be approved by the ATSSA Certification Board

1. Fees

If you are an ATSSA member, the fee is \$100.00. The fee for non-members is \$125.00. ATSSA staff will confirm member status. This payment **may** have already been paid when you registered for the course(s).

2. Payment Method

Payment may be made by check, money order or designated credit cards. **DO NOT SEND CASH.**

3. Employment Data

Your name should be **printed** exactly the way you want it to appear on your certificate and card. The address should be your company's main/central office. **Your certification package will be mailed there unless otherwise noted.** Please do not use a field office address.

4. Flagger Data (TCS/Florida Advanced certification ONLY)

You must have completed an acceptable flagger training program. Please list the course title, the provider, the date and length of the course, and an ID number, if applicable. **A certificate of completion must**

be attached to this application. If you have not taken a flagger course, you have six months to take a compatible course and still maintain TCS certification.

5. Training Course Data

Enter the city/state and month/year that you attended the TCT or TCS training courses.

6. and 7. References

- References are necessary to verify your experience. To expedite the process and avoid delays, it is imperative that you complete all of the information shown for each reference. In addition, ensure that the following criteria are met:
- Reference 1 should be your immediate supervisor. If your present supervisor cannot verify that you have at least one year (2000 hours) of temporary traffic control experience (for TCT/Florida Intermediate certification), or two years (4000 hours) of temporary traffic control experience (for TCS/Florida Advanced certification) you must list your previous employer.
- Reference 2 cannot be employed by your present employer. If you are public official, Reference 2 cannot be employed in the same division of your agency.
- If you are self-employed, you will need to furnish an outside reference to verify your experience.

8. Statement of Experience and Code of Ethics

The statement of experience and the Code of Ethics are integral parts of this application. Your signature and date on the bottom of the application indicate that the information you have provided is accurate and true, *and* that you agree to abide by the Code of Ethics. **CERTIFICATION WILL NOT BE ISSUED WITHOUT YOUR SIGNATURE.**

When you are finished...

To ensure your application is complete and ready for processing, *PLEASE* review the following checklist:

- Has the application been double-checked and all required information completed?
- Has the application been signed and dated?
- Has payment been included?

Mail the completed form and processing fee to:

American Traffic Safety Services Association (ATSSA)
15 Riverside Parkway #100
Fredericksburg, VA 22406
(540) 368-1711 Toll Free (877) 642-4637 FAX (540) 368-1722

Applications may be faxed. However, you are still required to **mail the original signed document.**



__ TCT (Florida Intermediate) __ TCS (Florida Advanced) Certification Application

Exam Date	Florida Intermediate Grade	Florida Advanced Grade	Expire Date	ID #
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1. Fees \$100 ATSSA Member \$125 ATSSA Non-Member

2. Method of Payment

Check/Money Order
 Master Card
 Visa
 American Express
 Discover
Card Number _____ Exp Date _____
Cardholder's Name/Signature _____ / _____

3. Employment Data

Applicant's Name _____
Title _____
Company/Agency _____
Address _____
City ST Zip _____
Phone _____ Fax _____

4. Flagger Data (TCS/Florida Advanced certification ONLY)

Have you received flagger training?
 Yes
 No *I will take a flagger course in the next 6 months.*
Course Title _____
Course Provider _____
Course Date _____ Course Length _____ ID#(if applicable) _____

5. Training Course Data

Location _____ Date _____
Location _____ Date _____

6. Reference 1

Immediate Supervisor _____
Title/Position _____ Phone _____
Company/Agency _____
Address _____
City ST Zip _____

7. Reference 2

Name _____
Title/Position _____ Phone _____
Company/Agency _____
Address _____
City ST Zip _____

8. Statement of Experience and Code of Ethics

By signing this application, I confirm that I have at least one year (2000 hours) of temporary traffic control experience (for TCT/Florida Intermediate certification), or two years (4,000 hours) of temporary traffic control experience (for TCS/Florida Advanced certification) I certify that the information provided herein is true and correct, to the best of my knowledge. Finally, I attest that I have read and understand the accompanying Code of Ethics and, once certified, agree to perform my professional duties and to conduct myself accordingly.

Signature _____ Date _____

Code of Ethics

As a "Certified Traffic Control Technician," "Certified Traffic Control Supervisor," I pledge and affirm to subscribe to the following Articles of the Code of Ethics:

1. To conduct myself in a professional manner on the job in such a way as not to bring discredit to myself, my superiors, or others in my profession.
2. To perform my duties in a manner which provides the maximum level of safety to the motoring public, the pedestrian, the workers, and myself.
3. To strive to maintain a continuing education and personal skills enhancement program that will keep me up-to-date with the latest provisions of the Manual on Uniform Traffic Control Devices (MUTCD), and applicable state and local standards and guidelines.
4. To perform my duties in accordance with the latest provisions of the MUTCD for Streets and Highways and other applicable specifications and standards.
5. To assure that all devices and application of devices used on jobs where I am the designated Traffic Control Technician or Traffic Control Supervisor are in accordance with the provisions of the MUTCD or other applicable specifications and standards, and to report to the appropriate authority any deviations from said standards.
6. To be courteous to and accommodating of the general public.
7. To the best of my ability, provide assistance to those who may have met with misfortune at the worksite, according to the governing Good Samaritan laws.
8. When in the role of personnel supervisor, to conduct myself in a manner that will command respect for me and for the profession.
9. To promote the growth and image of the "Certified Traffic Control Technician," or "Certified Traffic Control Supervisor" program in order to receive the maximum level of acceptance and respect of the general public and the highway construction industry, as well as my fellow workers in the industry.
10. To support the profession of Traffic Control Technician, or Traffic Control Supervisor by offering guidance to those desiring to enter the industry, and by sharing information with them that will promote improved safety measures for the traveling public and the highway worker.

Send completed application and processing fee to:

American Traffic Safety Services Association (ATSSA)

15 Riverside Parkway #100

Fredericksburg, VA 22406

(540)368-1711 --- (877) 642-4637 --- FAX(540)368-1722