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# CANDIDATE'S GUIDE TO IRATA RASS TRAINING AND ASSESSMENT



## Candidate's Guide to IRATA RASS Training and Assessment

# CANDIDATE'S GUIDE TO IRATA RASS TRAINING AND ASSESSMENT



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## 1 INTRODUCTION

### 1.1 Scope and Purpose

The duties and responsibilities of a Rope Access Safety Supervisor (RASS) include maintaining rope access operational safety and the Direct Supervision of a rope access team. This document provides you with guidance on how to become IRATA RASS qualified and what to expect from a RASS training course and Examination. This document should be read in conjunction with the 'IRATA RASS Safety Supervisor Training, Assessment and Certification Scheme' (IRATA RASSTACS) [TC-401] and the 'IRATA International Code of Practice for Industrial Rope Access' (ICOP) [TC-102].

As a RASS candidate you will be required to complete a minimum of 14 hours of RASS Training, delivered over a minimum of 2 days, followed by the completion of an online theory Examination which shall be completed on a separate calendar date to the training (as per the RASSTACS [TC-401]), and is designed to assess your RASS knowledge and skills. RASS Training and Examinations are delivered in accordance with 'IRATA RASSTACS' [TC-401] requirements.

## 2 THE ROLE OF A RASS

The role of the RASS includes the Direct Supervision of on-site rope access operations in accordance with a specified work plan. Their responsibilities include ensuring that operational activities are being conducted safely while monitoring and ensuring compliance with:

- operational plans and risk assessments;
- the IRATA Member Company's rope access management system;
- the 'ICOP' [TC-102]; and
- the 'IRATA Membership Requirements' [QP-300].

The requirements of a RASS are defined in the 'ICOP' [TC-102], Section 2.6.2 – Rope Access Safety Supervisor, and 'Direct Supervision' is defined in Section 3, 'Useful Terms and Definitions' of this document.

*Note: The contractual and operational responsibilities of a RASS may differ between employers. The 'IRATA RASSTACS' [TC-401] syllabus covers the responsibilities of a RASS as described by IRATA.*

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## 3 USEFUL TERMS AND ABBREVIATIONS

CPD	abbreviation of Continuing Professional Development
Direct Supervision	supervision of a rope access operation or activity, at the location of operations and in a manner that enables the supervisor to provide instruction, dynamic risk assessment, rescue, and physical assistance should they be required to do so
Examination	the systematic basis used to evaluate whether a RASS candidate has demonstrated the required knowledge, skills and awareness in accordance with the requirements of the 'IRATA RASSTACS' [TC-401]
ICOP	abbreviation for the 'International Code of Practice' for Industrial Rope Access' [TC-102]
RASS	abbreviation for Rope Access Safety Supervisor
RASS Examination Code	used by the candidate to book their RASS Examination
RASS Instructor	an individual approved by IRATA to deliver RASS Training
RASS Registration Code	enables a candidate to request their 'RASS Examination Code'
IRATA RASSTACS	abbreviation for the 'IRATA Rope Access Safety Supervisor Training, Assessment and Certification Scheme' [TC-401]
TACS	abbreviation for the IRATA 'Training, Assessment and Certification Scheme' [TC-101]
IRATA TechConnect	an online interface utilised by IRATA technicians/candidates to manage their contact details, and view certification information (this list of features is not exhaustive)
IRATA RASS Training Provider	a full Operator and/or Trainer Member Company of IRATA that has been certified to deliver RASS Training
RTP	abbreviation for IRATA RASS Training Provider
Training	organised programme developed to impart the knowledge and skills necessary for qualification

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## 4 CANDIDATE'S ROUTE TO IRATA RASS QUALIFICATION

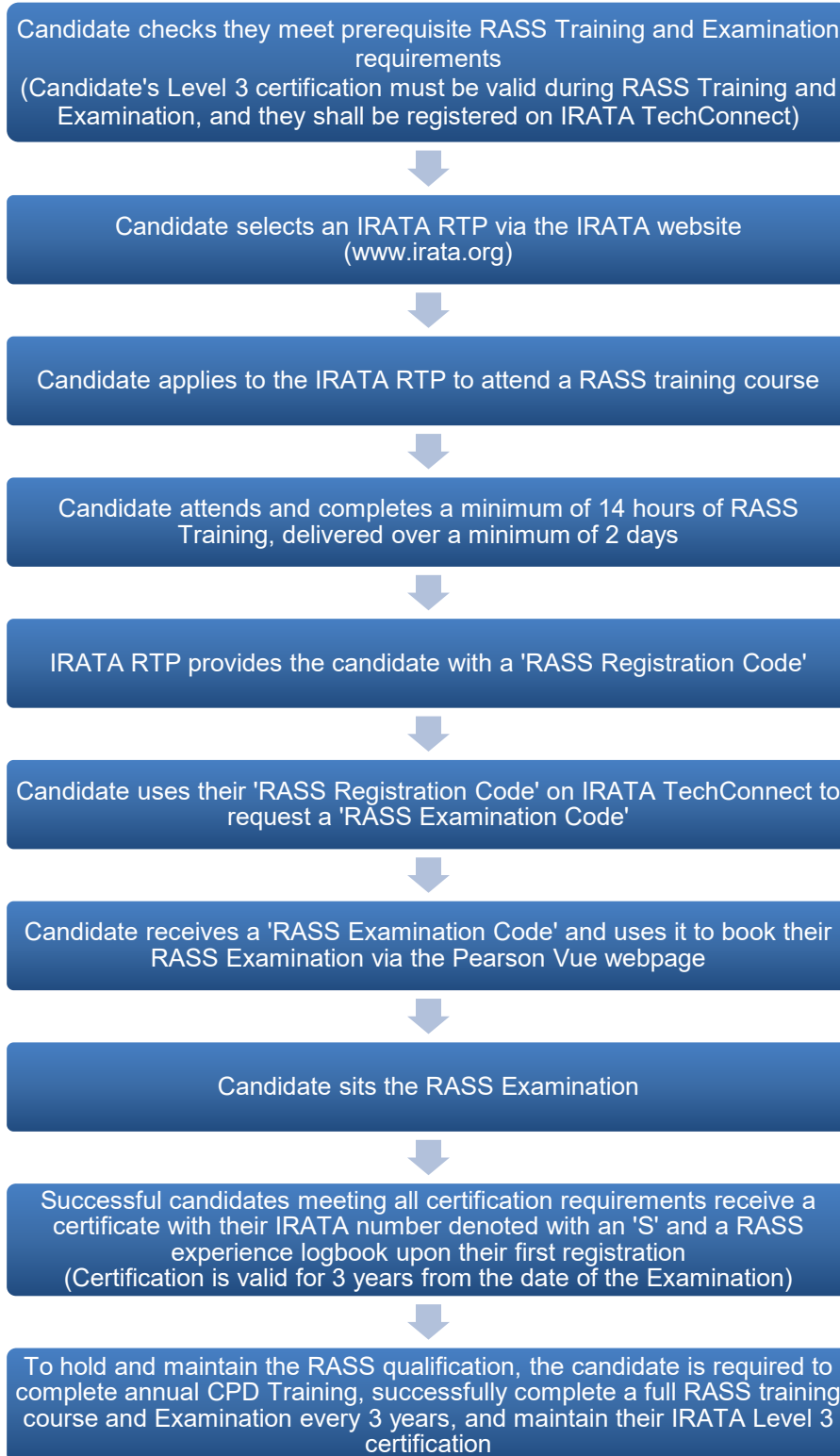


Figure 1 - Flowchart showing the RASS qualification process

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## 5 RASS TRAINING COURSE

### 5.1 Before You Apply

Before applying to attend a RASS training course it is important to make sure you:

- have valid IRATA Level 3 certification for the duration of Training and on the RASS examination date; and
- are registered on IRATA TechConnect (to enable you to book your RASS exam).

To register on IRATA TechConnect use the QR code or website link below, and follow the registration instructions:



<https://portal.irata-online.org/login>

### 5.2 Booking a Training Course

You can reserve a place on a training course through one of IRATA's RTPs, who are listed on the 'Directory of Members' page of the IRATA website (<http://www.irata.org/members>).

### 5.3 Delivery of Training

The RASS training course consists of a minimum of 14 hours of classroom-based Training, that will be delivered by an IRATA RASS Instructor, over a minimum of 2 days. The training course is theory based, and the assessment does not include practical rope access elements. The RASS practical competency requirements are demonstrated by means of your IRATA Level 3 qualification. The training course does, however, include some mandatory scenario-based exercises, based on group discussion.

IRATA RTPs may use rope access demonstrations to aid in the delivery of scenario based training, however, you are not required to engage in any rope access activities for the rigging/setup and demonstrations.

The RASS training course will cover the following learning objectives:

1. Understanding operating procedures and pre-work
2. Compliance
3. Planning
4. On-site personnel competency and selection
5. Equipment
6. On-site operational control
7. Communication
8. Human factors
9. Industrial rope access operational knowledge

*Note: The above learning objectives correspond with Section 6 and 7 of the 'IRATA RASSTACS' [TC-401].*

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During the Training you will be required to participate in mandatory scenario-based group exercises, which will enable you to demonstrate your competency of the required syllabus items. During these group exercises you will be required to:

- deliver a pre-work briefing;
- deliver a toolbox talk;
- update a risk assessment and communicate the changes to the work team; and
- update a rescue plan and communicate the changes to the work team.

For further information regarding the scenario-based exercises, refer to the 'IRATA RASSTACS' [TC-401].

## 5.4 Learning Materials

Before the training course, it is advised that you take the time to familiarise yourself with the following supporting documents (available on the IRATA website) and the specific section references for each document as listed in Section 6 of the 'IRATA RASSTACS' [TC-401]:

- IRATA TACS [TC-101]
- IRATA ICOP [TC-102]
- IRATA Membership Requirements [QP-300]
- IRATA Bye-Laws [QP-103]
- IRATA Topic Sheets
- IRATA WASA Reports
- IRATA Safety Bulletins
- RASS Theory Examination References [FM-455]

Additionally, the 'IRATA RASSTACS' [TC-401] can be accessed through the publications tab, within your IRATA TechConnect account.

## 5.5 Items You Need to Bring on the First Day of Training

On the first day of Training, you will be required to bring the following items so that the IRATA RTP can verify your identity and the validity of your Level 3 certification:

- government issued photo identification; and
- IRATA Logbook.

## 6 ONLINE RASS THEORY EXAMINATION

Following the completion of your RASS Training, you will have 60 days (from the first day of Training) to successfully complete a RASS theory Examination.

Exams are delivered by an independent online examination provider (Pearson Vue). This means you can sit the exam online, at home, at an IRATA RTP's training venue, at a Pearson Vue test centre, or an alternative location, provided system and exam conditions are met. If you choose to sit the exam at an alternative location (not a Pearson Vue test centre), you will be invigilated and recorded for the entire exam to ensure exam security and rules are adhered to.

The Examination is made up of 50 knowledge-based questions and 2 scenario-based questions, and you have 90 minutes to complete it (+30 minutes where an accommodation is valid). For further information about accommodations, refer to Section 6.2.2.

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## 6.1 How to Book an Examination

- a) Following the completion of your Training, the IRATA RTP will provide you with a 'RASS Registration Code' (e.g. QU92 - X4TH - HU20 - Z8TV - L43P), which should be used to request a 'RASS Examination Code', so that you can book your Examination.

To request a 'RASS Examination Code', select the 'IRATA RASS Examination Code Request Form' in IRATA TechConnect, and check that your details are correct. If your details are incorrect, update them in IRATA TechConnect before proceeding.

**irata**  
International  
Industrial Rope Access  
Trade Association

### IRATA RASS Examination Code Request Form

Technician Name: John Smith  
IRATA Number: 894251  
Email Address: john.smith@zyx123.org

Please type in or copy and paste your RASS Registration Code below:

QU92 - X4TH - HU20 - Z8TV - L43P

By submitting this form, you confirm that you have completed a minimum of 14 hours of training, delivered over a minimum of 2 days by an approved IRATA RASS Training Provider.

To be awarded the Rope Access Safety Supervisor (RASS) qualification you must pass the RASS exam within 60 days of your first date of RASS training and hold a valid, in-date IRATA Level 3 qualification.

If you fail the exam, you are eligible for a resit within 60 days of the first date of your RASS training. A resit fee will be payable, as set by IRATA.

I confirm that I have read and understood the above.

Submit

- b) Enter the 'RASS Registration Code'.  
*Note: For ease, you can copy and paste the entire code into the applicable field.*
- c) Once you have read and understood the terms and conditions, check the declaration box at the bottom of the screen.
- d) Select the 'Submit' button.
- e) You will be sent your 'RASS Examination Code' by email. To book your Examination, refer the instructions on the IRATA website ([here](#)).

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## 6.2 Preparing for the Examination

### 6.2.1 Examination Area and Equipment

If you are sitting the Examination at an IRATA RTP's training venue or a Pearson Vue test centre, they will ensure that the computer you are using and examination environment meets the required standard. However, if you are sitting the Examination at home or at an alternative location, you will need to prepare your equipment and the examination area as described on the Pearson Vue website ([here](#)).

It is recommended that you run a system test to ensure your computer, webcam and internet service are sufficient to run the Examination. A system test can be found [here](#). You will only be permitted to sit the Examination if system and examination area requirements are met, and your identification has been verified. Further information about how to prepare for the Examination can be found [here](#).

### 6.2.2 Examination Accommodations

If you are registered in a non-English speaking country, you will be granted an additional 30 minutes (120 minutes total) to complete the Examination. If you meet the requirements to be granted an accommodation, but an accommodation has not been applied to the Examination, please contact IRATA at [accommodations@irata.org](mailto:accommodations@irata.org).

### 6.2.3 Identification Check

Before proceeding to the Examination your identity must be verified. To facilitate this, you must present your government issued/regionally accepted photo identification. A list of acceptable identification documents and their requirements can be found [here](#).

## 6.3 Completing the Examination

### 6.3.1 Candidate Declaration

Login to your Pearson Vue account and select the Examination. Before starting the Examination, you will be required to read the 'Terms and Conditions of the Examination' and if you agree, to the terms and conditions, you will be required to check the 'Candidate Declaration' box.

**Only candidates that have signed and agreed to the 'Terms and Conditions of the Examination' may proceed to the RASS Examination.**

### 6.3.2 Examination Question Types

The following question types are used in the Examination:

Question type	How to answer the question
Scenario-based	Read through the provided scenarios and select the correct actions, in the correct order
True or False	Read the statement and answer whether the statement is true or false
Multiple Choice with a Single Answer	Select a single correct answer to the question, from multiple answers that are provided
Multiple Choice with Multiple Answers	Select all correct answers from the multiple answers provided

Examination tips:

- ensure that you read the questions carefully before selecting your answer(s);
- pay attention to the number of answers you need to select for each question; and
- it is important to review your answers before submitting your Examination for marking.

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## 6.4 Examination Outcome

### 6.4.1 Notification of Examination Results

You will be notified of your examination outcome immediately after submitting the Examination or once the examination time has elapsed. You will be awarded one of the following outcomes for your Examination:

Outcome	RASS Candidate	RASS Instructor Candidate
Pass ( <i>RASS Candidate</i> )	Greater than or equal to 75%	Greater than or equal to 90%
Distinction ( <i>RASS Instructor Candidate</i> )		
Fail	Less than or equal to 74%	Less than or equal to 89%

IRATA will automatically be notified of your examination outcome.

### 6.4.2 Successful Examination (Pass/Distinction)

Certification will only be granted by IRATA upon verification that all prerequisites and all relevant parts of the qualification process have been successfully fulfilled. If all certification requirements are met, you will be issued with a RASS certificate with your IRATA number prefixed with an 'S', and on first registration, a RASS Experience Logbook will be issued. The RASS certificate is valid for a 3 year period from the date of successful RASS Examination, after which the certification will expire unless revalidated.

It is important to note that your RASS qualification will no longer be valid if your IRATA Level 3 certification is not revalidated, is downgraded, or is suspended or withdrawn by IRATA.

### 6.4.3 Unsuccessful Examination (Fail)

If your examination attempt has been unsuccessful, you are permitted further attempts of the Examination, within 60 days, from the first date of Training. If you wish to re-sit the Examination, a new 'RASS Registration Code' must be requested from IRATA, by submitting an email to [training@irata.org](mailto:training@irata.org). Please allow 10 working days for the receipt of your 'RASS Examination Code'. A fee is charged to Candidates for re-sit examination codes in line with the published 'IRATA Price List' [FM-200].

If you are unsuccessful in passing the Examination within the 60 days, and still want to be RASS qualified, you will be required to complete the RASS training course in full, before being permitted further attempts at the Examination.

## 7 COMPLAINTS

If you would like to make a complaint about your Training:

- refer to the complaint instructions that can be found on the IRATA website ([www.irata.org](http://www.irata.org)) and follow the 'Make a Complaint' link;
- complete and submit a complaint form, clearly stating what your complaint is regarding; and
- where possible provide evidence to support your case.

Complaints regarding Examinations must be directed to Pearson Vue.

## 8 ADDITIONAL INFORMATION

FAQs can be found on the IRATA website ([here](#)).