

PO Recertification FAQs

General

If I am a new PO, do I need to complete PO Recertification?

- Yes.

If I hold Handsignaller 1 or Handsignaller 2 qualification, do I need to attend separate recertification?

- Yes.

When will my RSW card be updated?

- When you are deemed 'Competent' your card will be updated.

Online Assessment

Where will the online assessment be held?

- The online assessment will be completed remotely from a convenient location to you.

How many online assessments do I need to complete?

- One.
- You only complete the online assessment relevant to the PO Level you wish to be recertified in.

Practical Infield Assessment

What will the Practical Infield Assessment be?

- The Practical Infield Assessments will be for an ASB.

Where will the Practical Infield Assessment be held?

- Infield assessments will be held on station platforms across the network in areas where ASB may be implemented.

How will I know where my Practical Infield assessment will be?

- You will be enrolled for assessment in a region at least 6 weeks in advance.

- The attached table presents the stations of each region for implementing infield ASB assessment.
- After enrollment, you will receive an email confirming the region for the assessment.
- One week prior to the assessment, you will receive an email confirming the Railway Station at which assessment will occur.

What should I wear to the Practical Infield assessment?

- Wearing PPE is a requirement for the practical infield assessment

What do I need to take to the Practical Infield assessment?

Please ensure you bring the following:

- RSW Gold Card or RIW Card
- PPE
- Diagrams relevant to the infield assessment location for worksite protection planning
- Current version of NRF015C Worksite Protection Plan form
- Current version of NRF014 Worksite Protection Pre-work briefing form
- Current version of NRF017 Protection Officer's Diary
- Blue or black pen
- Mobile phone

What if I can't attend my scheduled Practical Infield Assessment?

- You must notify learning@transport.nsw.gov.au and your Manager as soon as possible to be rescheduled.
- Unattended assessments will be charged if not notified within 14 days of the assessment.

Can I swap my date with a colleague?

- Swapping dates with a colleague will be supported.

What if I arrive late to the infield assessment?

- If you arrive late, you may not have sufficient time to complete the assessment and may need to be rescheduled at additional cost. Plan to arrive 15 mins early to ensure you arrive on time.

What are "Safety Critical" items?

- Safety critical items are important aspects that a Protection Officer must know.
- During the assessment, if a safety critical item is not demonstrated, the assessment will be concluded, and Not Competent (NC) result will be recorded.

Changing my PO Authorisation status

How do I change to a lower level of PO certification?

- If you would like to recertify for a lower level of Protection Officer Certification, request enrolment in the relevant online assessment. e.g. A PO3 wishing to be recertified as a PO2 will enroll in the PO2 online assessment.

Assessment outcomes

What happens if I don't complete the online assessment on time?

- The PO authorisation will be viewed as lapsed.

What happens if I don't complete the Practical Infield Assessment on time?

- The PO authorisation will be viewed as lapsed.

What happens if I am 'Not Competent' (NC) in the Practical Infield Assessment?

- The PO authorisation will be viewed as lapsed.
- You will be provided with an Action Plan in preparation to reattempt the assessment.
- You will need to complete the Action Plan before re-attempting the Practical Infield Assessment

Updates for RIW cards

When will my RIW card be updated?

- RIW cards will be updated by 30 March 2023. As there will be two separate recertification dates (one for online assessment and one for practical assessment) business rules are being updated in RIW. Results from assessments will not be updated until the new business rules have been finalised.

Updates for Sydney Trains Gold cards

When will my Gold card be updated?

- Before 30 November 2022, Gold cards will be re-issued to reflect the updated expiry date of 30 March 2023 for POs.

FA

Region	Stations
City South	Redfern
	Erskineville
	Tempe
	Wolli Creek
	Arncliffe
	Allawah Hurstville
Bankstown region	Marrickville
	Dulwich Hill
	Hurlstone Park
	Canterbury
	Campsie
	Belmore
	Bankstown
	Yagoona
City West	Summer Hill
	Ashfield
	Burwood
	Strathfield
	Homebush
	Flemington
	Berala Auburn
South West	Kingsgrove
	Beverly Hills
	Padstow
	Revesby
	Panania
	East Hills
	Macquarie Fields
	Ingleburn
	Minto
	Leppington
	Glenfield
	Sefton
	Leightonfield
	Carramar
	Cabramatta
Canley Vale	
Warwick Farm	
Liverpool	
Casula	

Region	Stations
South Coast	Sutherland
	Loftus
	Kirrawee
	Caringbah Woolaware
West	Seven Hills
	Blacktown Doonside
Blue Mountains	Glenbrook
	Warimoo
	Blaxland
	Valley Heights
	Springwood
	Linden
	Hazelbrook
	Lawson
	Bullaburra
	Katoomba
North	Meadowbank
	West Ryde
	Deniston
	Eastwood
	Epping Thornleigh
North	Asquith
	Mt Colah Waitara
Central Coast	Point Clare
	Gosford
	Ourimbah
	Narara Tuggerah