

## Evaluation Session Host Preparation Form

This optional form is intended as a prompt to ensure that an Evaluation Session Host and candidates are prepared for a rope access evaluation. References are provided when appropriate to SPRAT's *Certification Requirement for Rope Access Work (CR)* and *Evaluation Guidelines (EG)*.

**Evaluation Date:** \_\_\_\_\_

**Evaluation Session Host:** \_\_\_\_\_

### Evaluation Session Host Information:

- SPRAT Company or Company Premier membership in place for calendar year EG 2.2.1.1
- Host Agreement for calendar year submitted and approved in SPRAT system EG 2.2.1.2
- Insurance documentation submitted and approved in SPRAT system EG 2.2.1.3
- Site (Table 1) and equipment (Table 2) requirements are met EG 2.2.1.4
- Evaluation session established and evaluator assigned in SPRAT system EG 2.2.1.5
- Written test proctor discussed with assigned evaluator EG 6

### Candidate Information:

- Maximum of 8 candidates per rope access evaluation EG 2.2.1.7.
- Candidates assisted with entering or updating personal information in SPRAT system. EG 2.2.1.8.
  - Candidates added to roster (before creating new account search first by SPRAT number, then by email address)
  - Personal information verified for each candidate
  - Candidates access to SPRAT system verified
- Candidates meet eligibility requirements EG 2.2.1.9., CR 3
  - Candidates ≥ 18 years old
  - Sufficient time at current level verified
  - Experience requirements verified
    - Total hours
    - Hours since last certification
  - Direct Entry approval verified
- Candidates meet training requirements EG 2.2.1.9., CR 3
  - SPRAT documentation available to candidates
    - Safe Practices for Rope Access Work*
    - Certification Requirements for Rope Access Work*
    - Defined Terms*
    - Evaluation Guidelines*
    - Evaluation Session Rubric*
    - Privacy Policy*
    - Candidate Preparation Checklist*
  - Candidates presented information regarding certification requirements for their desired testing level (Table 3)

#### Public Documentation



<https://sprat.org/publications>

#### Evaluation Session Host Feedback



<https://sprat.org/sprat-host-feedback-form>

#### Candidate Issue Report Form



<https://sprat.org/issue-report-form/>

**TABLE 1 SITE REQUIREMENT AND RECOMMENDATION CHECKLIST**

**General**

**EG 3.2.1.**

- Large enough to facilitate completion of all requirements without major adjustments
- Classroom or other suitable location for evaluation session and written test
- White board or blank paper and implements
- [Poster-size chart](#) depicting evaluation scheme for each candidate (recommended)
- Suitable locations to observe candidates
- Maximum vertical separation  $\leq 15$  m (49 ft) between requirement completion and next lower level or floor

- EG 3.2.1.1.
- EG 3.2.1.2.
- EG 3.2.1.2.1.
- EG 3.2.1.2.2.
- EG 3.2.1.3.
- EG 3.2.1.3.1.

**Anchorage Systems**

**EG 3.2.2.**

- Uninterrupted ascent and descent of at least 5 m (16.5 ft) accommodated.
- Requirements of *Safe Practices for Rope Access Work* and presiding regulatory authority met.

- EG 3.2.2.1.
- EG 3.2.2.2.

**Recommendations:**

- Documented inspection report by professional structural engineer
- Located to accommodate clearance requirements of attached fall protection systems

- EG 3.2.2.2.1.
- EG 3.2.2.3.

**Platform(s)**

**EG 3.2.3.**

- Platform that extends a minimum height of 2.5 m (8.3 ft) above the next lower level.
- Platform accommodates at least four people.

- EG 3.2.3.1.
- EG 3.2.3.2.

**Recommendations:**

- Platform fall zone extends minimum of 3 m (9.9 ft) along one edge.
- Platform(s) accommodate at least eight people.

- EG 3.2.3.1.1.
- EG 3.2.3.2.1.

**Site Environment**

**EG 3.2.4.**

- Appropriate noise (recommended  $< 85$  dBA) and lighting levels (recommended 300-800 lux)

- EG 3.2.4.1

**Recommendations:**

- Protected from adverse weather
- Regulated temperature between 7°C (45 °F) and 38°C (100 °F).
- Ventilation  $\geq 8$  air changes per hour

- EG 3.2.4.2
- EG 3.2.4.3
- EG 3.2.4.4

**Rope Access Station Requirements and Recommendations**

**EG 3.3**

- Rope access stations shall be distinct and able to be occupied simultaneously.
- $\geq 1$  re-anchor **per four candidates** ( $\geq 4$  recommended)
- $\geq 1$  deviation **per four candidates** ( $\geq 4$  recommended)
- $\geq 1$  set adjacent two-rope systems, separated  $\geq 2$  m (6.6 ft) ( $\geq 4$  sets recommended)
- $\geq 1$  set adjacent two-rope systems, separated  $\leq 1$  m (3.3 ft) ( $\geq 4$  sets recommended)
- $\geq 1$  two-rope system with protection for edge negotiation ( $\geq 4$  recommended)
- $\geq 1$  horizontal aid climbing station **per four candidates** ( $\geq 4$  recommended)
- $\geq 1$  vertical aid climbing station **per four candidates** ( $\geq 4$  recommended)

- EG 3.3.1
- EG 3.3.2.1
- EG 3.3.2.2
- EG 3.3.2.3
- EG 3.3.2.4
- EG 3.3.2.5
- EG 3.3.2.6
- EG 3.3.2.7

**Site Safety**

**EG 3.4**

- Access work plan ([SPRAT checklist](#))
- Provision to ensure prompt rescue
- Hazard and fall zone identified and marked
- Candidate emergency contact information
- Provision to ensure no conflicting activities
- First aid kit and fire extinguisher
- Emergency egress signage and lighting

- EG 3.4.1, SP 9
- EG 3.4.1.1, SP 16
- EG 3.4.2, SP 10
- EG 3.4.3
- EG 3.4.4
- EG 3.4.5
- EG 3.4.6

**TABLE 2 EQUIPMENT REQUIREMENT AND RECOMMENDATION CHECKLIST**

**Candidate Personal Equipment**

**EG 3.5.2**

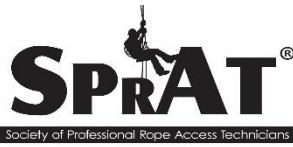
- Personal protective equipment required by access work plan *EG 3.5.2.1.1*
- Helmet *EG 3.5.2.1.2*
- Harness *EG 3.5.2.1.3*
- Chest ascender *EG 3.5.2.1.4*
- Hand ascender with lanyard and foot loop *EG 3.5.2.1.5*
- 2 backup devices with compatible connection equipment *EG 3.5.2.1.6*
  - 1 backup device is suitable for performing pick-off rescues *EG 3.5.2.1.6.1.*
- Descender *EG 3.5.2.1.7*
- Sufficient locking carabiners to accommodate personal equipment *EG 3.5.2.1.8*

**Shared Equipment** (recommendations indented)

**EG 3.5.3**

- 4 additional backup devices with compatible connecting equipment *EG 3.5.3.1.*
  - 1 additional backup device with compatible connecting equipment per candidate *EG 3.5.3.1.1.*
- 4 additional descenders shall be available. *EG 3.5.3.2.*
  - 1 additional descender per candidate *EG 3.5.3.2.1.*
- Sufficient hardware *EG 3.5.3.3*
  - ≥ 40 carabiners *EG 3.5.3.3.1*
  - ≥ 16 rope grabs *EG 3.5.3.3.2*
  - ≥ 16 pulleys *EG 3.5.3.3.3*
  - ≥ 4 multi-hole rigging plates or rings *EG 3.5.3.3.4*
- Sufficient ropes *EG 3.5.3.4*
  - 8 ropes with length of approximately 3 m (10 ft) for tying knots. *EG 3.5.3.4.1*
  - ≥ 8 ropes with length between 10 m (33 ft) and 30 m (99 ft) for establishing temporary anchorage systems. *EG 3.5.3.4.2*
  - ≥ 8 ropes with length of between 30 m (99 ft) and 60 m (196 ft) *EG 3.5.3.4.3*
- Sufficient slings *EG 3.5.3.5*
  - ≥ 16 slings *EG 3.5.3.5.1*
- One mass of ≥ 30 kg (66.2 lbs) **per four candidates** *EG 3.5.3.6*
  - ≥ 4 masses of ≥ 30 kg (66.2 lbs) *EG 3.5.3.6.1*
  - ≥ 1 mass of ≥ 60 kg (132.3 lbs) **per four candidates** *EG 3.5.3.6.2*
  - ≥ 1 mass of ≥ 80 kg (177 lb) *EG 3.5.3.6.3*
- Additional considerations *EG 3.5.4*
  - Work seats *EG 3.5.4.1*
  - Energy absorbing lanyards or other fall protection systems *EG 3.5.4.2*
  - Positioning lanyards *EG 3.5.4.3*

TABLE 3 ROPE ACCESS CERTIFICATION REQUIREMENTS FOR ALL LEVELS



Certification Requirements		Level I		Level II		Level III	
<b>Rope Access Program</b>	Roles and responsibilities	7.1		8.3		9.3	
	Equipment use and inspection	7.2		8.4		9.5	
	Job safety	7.3		8.5		9.6	
	Management and communication					9.4	
	Team scenario					9.8	
<b>Individual Maneuvers</b>	Use of backup devices	7.5					
	Use of descenders	7.6					
	Use of ascenders	7.7					
	Change-overs	7.8					
	Passing knots	7.9					
	Rope-to-rope transfer	7.10					
	Deviation	7.11					
	Re-anchor (>2 m)	7.12					
	Negotiate edge	7.13					
	Rope and sling protection	7.14					
	Horizontal aid climbing	7.16					
	Vertical aid climbing			8.10			
<b>Rescue</b>	Level 1 Scenario	7.17					
	Through Knots			8.11			
	Through Deviation or Re-anchor					9.9.1	
	From mid re-anchor or rope-to-rope					9.9.2	
	From Horizontal aid climbing			8.12			
<b>Rigging</b>	Knots: <input type="checkbox"/> end <input type="checkbox"/> join <input type="checkbox"/> mid <input type="checkbox"/> stop	7.4					
	Hitches: <input type="checkbox"/> prusik <input type="checkbox"/> tied-off münter hitch			8.7			
	Rigging and system dynamics			8.6			
	Anchorage systems	7.15		8.8			
	Hauling and lowering system	7.18					
	Rope access system pre-rigged to lower			8.13			
	Retrievable rope systems			8.9			
	Pitch head break in and lower			8.14			
	Cross-haul			8.15			
	Hauling and lowering through knots					9.10	
	Tensioned rope systems					9.11	

**Notes for Certification Requirement Checklist Usage:**

1. Evaluation Session Host should mark each row of a certification level when candidates have been prepared for each requirement.
2. Numbers in Level columns correspond to requirements in SPRAT's *Certification Requirements for Rope Access Work (EG 10.2.2.)*.
3. Level I candidates shall complete all white boxes in the Level I column (*EG 10.4.1.*).
4. Level II candidates shall complete all white boxes in the Level II column (*EG 10.4.2.*).
5. Currently certified candidates testing at Level III shall complete at least 50% of the gray boxes in each category (*EG 10.4.3.*).
6. Conversion and expired Level III candidates must complete all gray and white boxes (*EG 10.4.3.1.*).
7. Direct Entry, Conversion, and expired upper level candidates shall complete the Level 1 Rescue Scenario (*EG 10.4.4.*).  
*This requirement may be combined with another rescue on the same two-rope system, or may be completed separately. (EG 10.4.4.1.).*