



*Fach- und Interessenverband für
seilunterstützte Arbeitstechniken e.V.*

Examination Guidelines for Rope Access

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0. Area of Application

These examination guidelines apply to rope access of all kinds, except:

- a) Tree climbing techniques in tree care
- b) Outdoor education and rope courses (except commercial building and maintenance operations)
- c) Rope rescue operations (fire brigades and similar relief units)
- d) Canyoning
- e) Use of rope techniques in sports activities (except commercial building and maintenance operations)
- f) Caving / cave exploration under private law
- g) Use of PPE against falls from a height and associated rescue measures
- h) Use of rope techniques in leisure activities

1. General

1.1 Conformity with Standards

- 1.1.1 Rope Access is considered to be a use of work equipment as per German Industrial Safety Regulation "Betriebssicherheitsverordnung" (implementation of Directive 2009/104/EC) and may be conducted in accordance with FISAT's Safety and Working Guidelines for Rope Access. Other procedures may be followed if codified in the guidelines of other countries' guidelines and in accordance with recognized technical standards.
- 1.1.2 Rope Access may only be conducted by properly trained and certified users.

1.2 Terms and Definitions

- 1.2.1 The basic user qualification is Level 1 Rope Access Technician.
- 1.2.2 Users with the next higher qualification Level 2 are designated as Rope Access Technicians.
- 1.2.3 Users with qualification Level 3 are designated as Rope Access Supervisors.

1.3 Requirements for Equipment Used

- 1.3.1 Equipment used for Rope Access must be in conformity with valid standards, bear the CE mark, and exclude endangerment of the user.
- 1.3.2 In addition to top-quality, safe and frequently inspected rope access equipment, necessary additional PPE as identified in the risk assessment for the respective exam site must be worn. Wearing a hardhat (DIN EN 12492 or DIN EN 397) is mandatory.

1.4 General Safety Rules

- 1.4.1 Examinations must be pre-planned and conducted so as to exclude danger. Requirements as outlined in the relevant rules and regulations (e.g. "Betriebssicherheitsverordnung", "Technische Regeln für Betriebssicherheit" and FISAT's "Safety and Working Guidelines for Rope Access") have to be respected. This applies in particular to supervision on site and the immediate assistance for an incapable person.
- 1.4.2 Individuals under the influence of alcohol, drugs, or mind-altering medications are to be excluded from the examination. The initial suspicion of the responsible assessor is sufficient for an exclusion.
- 1.4.3 Prior to each examination, instruction in accident prevention must be given and documented. Responsibility for this lies with the company conducting the training program.
- 1.4.4 Before admittance to the examination, the candidate must document adequate health conditions.

- 1.4.5 Preparation of a risk assessment for each exam site is mandatory. The responsible assessor has the right of access to all relevant documents.
- 1.4.6 Conformity of the exam site with the minimum requirements as described in Appendix 2 of the Examination Guidelines for Rope Access must be demonstrated before the first examination is carried out.

1.5 Basic Principles of the Examinations

FISAT (Fach- und Interessenverband für seilunterstützte Arbeitstechniken e.V.) authorizes their certification body FISAT ZertOrga GmbH (Plautstraße 80, 04179 Leipzig) with the organizational and administrative execution of examinations and refresher courses. A contractual agreement is concluded for each individual event between the training company and FISAT ZertOrga GmbH. There is no direct contractual agreement between the candidate and FISAT or FISAT ZertOrga GmbH.

Only approved and listed training companies are authorized to conduct examinations and refresher courses. Secondary purchase of those services and execution by third parties is prohibited.

- 1.5.1 The examination must be taken in German language. All admission prerequisites have to be substantiated in German language. Upon special application to the certification body FISAT ZertOrga GmbH, the examinations Level 1, Level 2 and Level 3 may also be conducted in English language. Only registered training companies may apply for an examination in English. The written request has to be sent to FISAT ZertOrga GmbH at least two weeks prior to the required date. Confirmation is based upon the availability of an assessor who is fluent in English. There is no legal entitlement to an English language examination.
- 1.5.2 Examinations are not public. Besides the candidates, only the presence of the assessor and the trainer are allowed. Exceptions can only be made upon application to the certification body FISAT ZertOrga GmbH.
- 1.5.3 The examination is divided into various sections, one theoretical and one practical as well as operational planning for Level 3, Rope Access Supervisor.

The following applies to all examinations:

If one section of the examination is not passed, that particular section (theoretical, practical, operational planning) must be repeated. The assessor is authorized to present individual candidates with special tasks for examination in case of doubt.

Subsections of the examination Level 1 are:

- a) theoretical section
- b) practical section

Subsections of the examination Level 2 are:

- a) theoretical section
- b) practical section

Subsections of the examination Level 3, Rope Access Supervisor are:

- a) theoretical section
- b) operational planning – Elaboration of an access and rescue concept including risk assessment
- c) practical section

- 1.5.4 In order to receive certification of successfully completing the examination, the candidate must pass each and every subsection. A repeat examination for sections not passed can take place no earlier than one week after the original examination. All sections of the examination must have been passed within 6 months. Within this period of time, three repeat examinations may be taken with a time lapse of one week after the previous examination. Should the examination not be passed by the third repeat exam, it can only be repeated again at the earliest twelve months after the last examination taken.
- 1.5.5 Certificates and identification cards are centrally issued by FISAT ZertOrga GmbH and sent to either the candidate, his employer or the conducting training company after successfully passing the entire exam. Responsibility for indicating the correct recipient and maintaining the correct postal addresses lies with the training company. Upon completion of the exam, candidates receive a confirmation of participation with the results, passed or failed, for the individual subsections of the examination. The confirmation of participation is issued by the assessor and, if the exam is passed, serves as temporary certificate (valid for a maximum of two weeks) until the receipt of the examination certificate and identification card.
- 1.5.6 The ID cards are valid only for the areas of Rope Access and bear a five digit serial number for distinct identification of the holder. ID cards and certificates are valid for 12 months from the date of the examination and, after passing a refresher course, will be revalidated by FISAT ZertOrga GmbH and sent to the candidate.
- 1.5.7 Candidates may appeal examination results. Prerequisite for this is receipt of the appeal in the office of FISAT, Plautstraße 80, 04179 Leipzig, Germany. In the case of an appeal, the examination documents will be anonymized and re-evaluated by three independent assessors. The candidate will be informed in writing of the decision.
- 1.5.8 An inspection of examination records is not intended for the participant.
- 1.5.9 If a resignation occurs after the beginning of the examination or if a registered candidate does not take part without good cause, all parts of the examination are considered as failed. The reason for the resignation must be communicated immediately and must be proven to the certification body FISAT ZertOrga GmbH no later than third working day after the examination date. In case of an illness, the presentation of a medical certificate is required.

1.6 Quality Assurance

- 1.6.1 FISAT may revoke qualification certifications in the case of flagrant violations of FISAT's Safety and Working Guidelines for Rope Access.
- 1.6.2 With receipt of certification from FISAT's certification body FISAT ZertOrga GmbH, the candidate acknowledges the association's right to demand return of ID cards and certificates.

1.7 Formalities

In order to ensure the legality of the certification process, candidates are to be informed about their right to appeal under point 1.5.7 (8.11 for Refresher Courses) and about possible quality assurance measures, in particular under point 1.6.2, prior to the examination.

2. Admission and Admission Requirements

2.1 Admission to Examinations

- 2.1.1 Individuals who have not immediately before completed a training program are also permitted to take the examination. They are subject to the same examination requirements.
- 2.1.2 Only preregistered candidates may take the examination. Registration of candidates in due time (deadlines are specified in the pricelist of FISAT ZertOrga GmbH) lies in the responsibility of the registered training company where the assessment is held.
- 2.1.3 On the day of the examination, the assessor verifies and keeps record of the admission prerequisites as per 2.2, 2.3 and 2.4 of the Examination Guidelines for Rope Access.
- 2.1.4 In case of justified concerns regarding the aptitude, fitness or physical fitness, FISAT reserves the right to demand further proof of eligibility and to exclude participants from the examination or future examinations. Reasons for an exclusion can be:
 - Behavior towards other participants or the assessor which does not conform the usual social conventions.
 - Intended endangerment of one's own person or third person in the context of practical exercises.
 - Influence of alcohol, mind-altering medication or drugs.
 - Obvious disease symptoms or physical ailments/restrictions.
 - Fatigue
- 2.1.4 In case a candidate is excluded from the examination due to missing formal prerequisites or other reasons, all parts of the examination are considered as failed.

2.2 Admission Prerequisites for Level 1 Rope Access Technician

- 2.2.1 Candidates must be at least 18 years old.
- 2.2.2 Candidates must provide evidence of first-aid training which is not older than 24 months. First-aid training courses include at least 9 teaching units and certificates are only accepted when issued by institutions authorized by the DGUV (German Employer's Liability Insurance Association).
- 2.2.3 Candidates must produce a medical certificate of non-objection for work at height. In case the medical certificate does not show a period of validity, it must not be older than 36 months for candidates up to 49 years of age and not older than 18 months for candidates 50 years or older. Only occupational physicians are authorized to issue such a medical statement.

2.3 Admission Prerequisites for Level 2 Rope Access Technician

- 2.3.1 Candidates must be at least 18 years old.
- 2.3.2 Candidates must provide evidence of first-aid training which is not older than 24 months. First-aid training courses include at least 9 teaching units and certificates are only accepted when issued by institutions authorized by the DGUV (German Employer's Liability Insurance Association).
- 2.3.3 Candidates must produce a medical certificate of non-objection for work at height. In case the medical certificate does not show a period of validity, it must not be older than 36 months for candidates up to 49 years of age and not older than 18 months for candidates 50 years or older. Only occupational physicians are authorized to issue such a medical statement.
- 2.3.4 Candidates must hold a valid certificate Rope Access Technician Level 1. Candidates must carry a correctly filled FISAT Logbook. Proof of work experience is not required.

2.4 Admission Prerequisites for Level 3 Rope Access Supervisor

- 2.4.1 Candidates must be at least 21 years old.
- 2.4.2 Candidates must provide evidence of first-aid training which is not older than 24 months. First-aid training courses include at least 9 teaching units and certificates are only accepted when issued by institutions authorized by the DGUV (German Employer's Liability Insurance Association).
- 2.4.3 Candidates must produce a medical certificate of non-objection for work at height. In case the medical certificate does not show a period of validity, it must not be older than 36 months for candidates up to 49 years of age and not older than 18 months for candidates 50 years or older. Only occupational physicians are authorized to issue such a medical statement.
- 2.4.4 Candidates must hold a valid certificate Rope Access Technician Level 2.
- 2.4.5 At least 12 months must have elapsed since the examination Level 2.
- 2.4.6 Candidate must carry a correctly filled FISAT Logbook. A minimum of 250 days of work experience with the qualification as Rope Access Technician Level 2 must be documented. FISAT's Personal Safety Logbook for Rope Access serves exclusively as proof for logged work experience.
- 2.4.7 FISAT ZertOrga GmbH validates the logbook entries before the examination day and confirms the number of working days in writing. The candidate or the assigned training company needs to hand in all relevant pages at least 21 days prior to the scheduled examination date. Only PDF files will be accepted. The original Logbook as well as the letter of confirmation need to be presented to the responsible assessor on the day of the examination.

3. Composition of the Examination Team

The examination team must be composed as follows:

Level 1

At least one external FISAT assessor and at least one responsible person from the training company. The representative of the training company has to be familiar with the training course as well as the internal procedures of the training provider and has to hold a valid certificate FISAT Level 3, Rope Access Supervisor.

The maximum number of candidates per assessor and examination is 10.

Level 2

At least one external FISAT assessor and at least one responsible person from the training company. The representative of the training company has to be familiar with the training course as well as the internal procedures of the training provider and has to hold a valid certificate FISAT Level 3, Rope Access Supervisor.

The maximum number of candidates per assessor and examination is 8.

Level 3

At least one external FISAT assessor and at least one responsible person from the training company. The representative of the training company has to be familiar with the training course as well as the internal procedures of the training provider and has to hold a valid certificate FISAT Level 3, Rope Access Supervisor.

The maximum number of candidates per assessor and examination is 6.

For examinations of more than one level, the highest candidate level determines the maximum number of candidates allowed.

Only assessors who were not involved in the training course themselves and who have no direct contractual relationship with the training provider or candidates are assigned to an examination.

4. Course of the Examination

All FISAT examinations and refresher courses start at 09:00 a.m. Participants who are not present at the official start of the event will be excluded from participation.

4.1 Theoretical Examination

- 4.1.1 The theoretical examination is in writing on examination sheets provided by FISAT. Attempted cheating results in exclusion from the examination. For all theoretical examinations, a score of at least 75% of the maximum points must be achieved.
- 4.1.2 Level 1 and 2
The maximum number of points ranges from 80 to 130.
Candidates have 90 minutes to answer the questions.
- 4.1.3 Level 3
The maximum number of points ranges from 80 to 150.
Candidates have 60 minutes to answer the questions.

4.2 Practical Examination

- 4.2.1 The practical examination takes place at a suitable location in accordance with Appendix 2. For this purpose, an object may be chosen that was also used in the training program.
- 4.2.2 The assessor has to reject the exam site if it is unsuitable for the required task.
- 4.2.3 The training company is responsible for measures to ensure the safety of all parties.
- 4.2.4 To ensure safety and supervision, a maximum of five candidates are allowed to perform rope access maneuvers at the same time.
- 4.2.5 The examination area is to be cordoned off in such a way that no one can be endangered. Materials are to be secured against falling.
- 4.2.6 In fall-danger zones, each individual is responsible for sufficient protection against falls.
- 4.2.7 The practice area is to be closed to access from outside individuals.
- 4.2.8 The responsible trainer who is assigned by the training company must be able to take immediate action.
- 4.2.9 All practical exercises must occur under the assessor's direct supervision and observation.
 - (a) Candidates are sent to the various examination tasks individually and must complete them in accordance with the assessor's guidelines.
 - (b) For examination of rescue scenarios, the candidates are to be divided into pairs of two by the assessor. The assigned task must be completed by the "active" candidate.
 - (c) Examination courses are to be coordinated with the assessor before the examination begins and to be erected according to his guidelines.
 - (d) If needed, the assessor can demand additional sets of ropes in order to ascend or descend to the examination stations himself.
 - (e) Performance in the practical examination is to be recorded on a form provided by FISAT.
 - (f) If the division into groups of two is not possible, the assessor may commit the representative of the training company to act as partner for a candidate.
 - (g) Practical examination will be held following the theoretical part and the subsection operational planning.

4.3 Operational Planning / Safety Method Statement

- 4.3.1 A safety method statement (including risk assessment and rescue concept) as part of the examination Level 3, Rope Access Supervisor, has to be compiled in writing on forms issued by the assessor.
- 4.3.2 The safety method statement is to be evaluated as separate subsection of the examination.
- 4.3.3 Candidates have 90 minutes to complete the task.
- 4.3.4 The maximum number of points ranges from 75 – 85.
A score of at least 2/3 of the maximum points must be achieved to pass the subsection.
- 4.3.5 A chart with an overview of potential hazards is issued as auxiliary material. Other resources are not allowed. Attempts of deception result in an immediate exclusion from the examination.

5. **Content of the Examination**

For all practical tasks, procedures and techniques as described in FISAT's "Handbook Rope Access Techniques" are recommended. Variations of those recommendations and differing techniques are accepted if they conform to legal requirements, the manufacturer's instructions and the established state of best available technology. Differing techniques must be agreed with FISAT's Safety and Training Committee in advance.

5.1 **Level 1**

- (a) Knowledge of relevant terminology.
- (b) Basic knowledge of relevant requirements for working at height and in fall-danger zones including the most important provisions of the guidelines, especially for individual prerequisites. (Not including prerequisites for construction sites, risk assessment, and instruction)
- (c) Basic knowledge about material and equipment, its usage (incl. storage and care) and its specific characteristics.
- (d) Basic knowledge of knot tying principles.
- (e) Basic knowledge of possible anchor points, artificial anchors and attachments (only breaking strength & examples).
- (f) Knowledge of the use of rope and edge protection.
- (g) Basic knowledge of the physics of falling and of the principles of safety techniques and theory.
- (h) Basic knowledge of suspension trauma / orthostatic shock.
- (i) Theoretical knowledge of simple rescue techniques.
- (j) Putting on equipment.
- (k) Ascent with rope clamps.
- (l) Ascent and descent with a descending device.
- (m) Ascent and descent with two friction hitches.
- (n) Shift from ascending to descending and vice versa.
- (o) Complete transfer from one set of ropes to another without danger of a pendulum swing (three connections required).
- (p) Complete transfer from one set of ropes to another with danger of a pendulum swing (four connections required)
- (q) Rescue of a rope access technician hanging on a back-up device (simulation of a main line failure, the back-up device of the casualty is considered to be damaged due to the fall and may no longer be used during the rescue drill).
- (r) Rescue of a rope access technician hanging on blocked ascenders.
- (s) Rescue of a user of PPE against falls from a height hanging on a shock absorbing lanyard.
- (t) Safe use of a shock absorbing lanyard and an adjustable lanyard for fall protection.
- (u) Edge transition (90° edge) including installation of edge and/or rope protection.
- (v) Knots
 - Figure-of-eight knot (loop), on a bight and follow-through
 - Figure-of-nine knot (loop), on a bight
 - Double fisherman's knot
 - Clove hitch, on a bight and follow-through
 - Italian hitch (Munter hitch), on a bight and follow-through
 - Klemmheist (French prusik) with webbing
 - Prusik hitch

5.2 Level 2

- (a) Good knowledge of relevant terminology.
- (b) Basic knowledge of risk assessment, instructing in work-safety and health protection, and securing the job-site.
- (c) Competence in acting in case of accidents and other unforeseen events.
- (d) Precise knowledge of material and equipment.
- (e) Good knowledge of knot tying principles.
- (f) Good knowledge of possible anchor points and advanced anchoring techniques, as well as of artificial anchors and attachments.
- (g) Knowledge of the physics of falling and safety techniques.
- (h) Knowledge of medical aspects.
- (i) Knowledge for evaluating anchor points and necessary anchoring techniques including knowledge about transportable anchors and attachments.
- (j) Theoretical knowledge about standard rescue, rescuing to above, rescuing from structures difficult to maneuver in.
- (k) Selecting and putting on equipment.
- (l) Access and rescue techniques Level 1.
- (m) Ascending and descending via re-belays and knots.
- (n) Horizontal access techniques in all variations.
- (o) Positioning below the anchor points outside the fall-danger line.
- (p) Active and passive rescue from horizontal tram lines and structures with the casualty hanging in an adjustable positioning lanyard.
- (q) Active and passive rescue from horizontal tram lines and structures with the casualty hanging in a non-adjustable lanyard. This fixed lanyard/connection needs to have a length of min. 20 to max. 30 cm.
- (r) Improvised rescue to the top including reestablishing the original situation.
- (s) Setting-up and rigging vertical and horizontal sets of ropes.
- (t) Basic knowledge of pulley systems and their assembly.
- (u) Safe use of a shock absorbing lanyard and an adjustable lanyard for fall protection.
- (v) Knots
 - Bowline knot, follow-through
 - Alpine Butterfly
 - Bunny knot
 - knots as per 5.1 Level 1

5.3 Level 3

- (a) Detailed knowledge of relevant terminology.
- (b) Very good knowledge of relevant regulations for Rope Access and fall-danger zones including the most important provisions of the guidelines, in particular prerequisites for personnel employed.
- (c) Knowledge of the relevant subsections for Rope Access in the German implementation of Directive 2009/104/EC ("Betriebssicherheitsverordnung").
- (d) Knowledge of the relevant German rules and regulations for Rope Access: TRBS 2121 part 3, DGUV Information 212-001, DGUV Regel 112-198 and 112-199, DGUV Grundsatz 312-003, DGUV Grundsatz 312-906, as well as FISAT's Safety and Working Guidelines for Rope Access.
- (e) Knowledge about needs in job-site preparation and operational planning.
- (f) Knowledge about the needs to operate a job-site using rope access and supervision thereof.
- (g) Detailed knowledge of the preparation of method statement and risk assessment, ability to write a risk assessment, and prepare working instructions.
- (h) Ability to conduct general and specific instruction sessions.
- (i) Detailed knowledge about material and equipment, selection thereof, and its specific characteristics, in particular also of components and auxiliary devices employed.
- (j) Knowledge of knot tying principles.
- (k) Knowledge in the evaluation of anchor points and necessary anchoring techniques including knowledge about transportable anchors and attachments.
- (l) Knowledge of the physics of falling and safety techniques.
- (m) Knowledge of medical aspects.
- (n) Access and rescue techniques Level 1 and Level 2.
- (o) Ascent and Descent on diagonal tension lines / diagonal tram lines
- (p) Rescue to the ground, improvised rescue to the top, rescue from structures difficult to maneuver in, rescue via re-belays and knots, and rescue from tram lines.
- (q) Rescue planning and implementation on site.
- (r) Advanced knowledge of pulley systems.
- (s) Safe use of a shock absorbing lanyard and an adjustable lanyard for fall protection.
- (t) Knots as per 5.1 Level 1 and 5.2 Level 2

6. Scoring and Evaluation Scale

6.1 Theoretical Section

- 6.1.1 The theoretical section of the examination for rope access technicians is scored according to a point key.
- 6.1.2 The number of points possible must be indicated on the examination sheet after each question.
- 6.1.3 The assessor awards points for correspondence to the answers in the solution key.
- 6.1.4 In case of open questions, the assessor has a certain leeway in this consisting of up to the maximum number of points available for the question. He may also grant half points.
- 6.1.5 In case of open questions, a minimum of 50% of the maximum number of points for the respective question needs to be achieved. Otherwise the whole theoretical exam will be evaluated as not passed.
- 6.1.6 At least 75% of the possible number of points must be achieved, otherwise the theoretical examination cannot be considered passed.

6.2 Practical Section

- 6.2.1 **Level 1**
Each candidate receives a credit of 100 points at the beginning of the practical examination. Performance is documented with an objective evaluation form. On the form, only errors are recorded; all other requirements are considered to have been correctly fulfilled. The recorded error points are documented on the examination form. The practical examination is considered passed when at least 10 points remain after completion of all tasks and/or stations.
- 6.2.2 **Level 2**
Each candidate receives a credit of 100 points at the beginning of the practical examination. Performance is documented with an objective evaluation form. On the form, only errors are recorded; all other requirements are considered to have been correctly fulfilled. The recorded error points are documented on the examination form. The practical examination is considered passed when at least 20 points remain after completion of all tasks and/or stations.
- 6.2.3 **Level 3**
Each candidate receives a credit of 100 points at the beginning of the practical examination. Performance is documented with an objective evaluation form. On the form, only errors are recorded; all other requirements are considered to have been correctly fulfilled. The recorded error points are documented on the examination form. The practical examination is considered passed when at least 30 points remain after completion of all tasks and/or stations.

6.3 Error Evaluation in the Practical Section

Possible errors in the practical section are subdivided into categories according to severity of the error:

6.3.1 Slight errors

Errors which do not place the candidate in a critical situation.

For a slight error, the assessor subtracts 10-25 points.

6.3.2 Critical errors

Errors which place the candidate in a dangerous situation but do not directly endanger him or third parties.

For a critical error, the assessor subtracts 50-75 points.

6.3.3 Safety-relevant errors

Errors which place the candidate in a dangerous situation or directly endanger third parties.

For a safety-relevant error, the assessor subtracts 100 points.

6.3.4 Timeouts during rescue scenarios:

if time limits are exceeded during the rescue scenario, the assessor subtracts 10 points per minute. Time limits are:

- 15 minutes for the rescue scenario as part of the examination Level 1

- 20 minutes for the rescue scenario as part of the examination Level 2

- 20 minutes for the rescue scenario as part of the examination Level 3

6.4 Operational Planning / Safety Method Statement

6.4.1 The subsection operational planning as part of the examination Level 3, Rope Access Supervisor is evaluated using a standard correction form and by comparing the answers to a pattern solution provided by the certification body for the respective task.

6.4.2 The assessor awards points for answers in conformity with the pattern solution.

6.4.3 At least 2/3 of the possible number of points must be achieved, otherwise the subsection operational planning cannot be considered passed.

7. Exceptions

7.1 Admission

- 7.1.1 Equivalent qualifications from other organizations may also be accepted as prerequisites for admission to the examination Level 2 or Level 3. Decisions as to their recognition is made on a case-by-case basis by written application to the certification body FISAT ZertOrga GmbH.
- 7.1.2 Admission the examination Level 2 can be granted if the candidate used to have a qualification FISAT Level 2 or Level 3 in the past that has expired.
- 7.1.3 Admission to the examination Level 3 can be granted if the participant used to have qualification FISAT Level 3 in the past that has expired. If the qualification Level 3, Rope Access Supervisor has originally been achieved after July 1st, 2017, the admission requirements as per 2.4.6 and 2.4.7 are considered to be fulfilled. In case the qualification Level 3, Rope Access Supervisor has originally been achieved before July 1st, 2017, a minimum of 250 days of work experience with the qualification as Rope Access Technician Level 2 or Rope Access Supervisor Level 3 must be proven. This can be done by entries in FISAT's Personal Safety Logbook for Rope Access countersigned by authorized persons. As alternative, the practical experience to be documented can be rendered according to Appendix 3 to the examination guidelines. Decision is made by FISAT ZertOrga GmbH and FISAT's Safety and Training Committee on a case-by-case basis.

7.2 Theoretical Evaluation

- 7.2.1 Should a candidate achieve a score no more than max. 5% below a passing score, the assessor can conduct an oral repeat examination for this section to determine whether the candidate has passed.
- 7.2.2 Thereby, the assessor may fall back on questions from the examination catalogue or formulate questions by himself.
- 7.2.3 It is entirely up to the assessor then to declare whether this section of the examination has been passed or not.
- 7.2.4 For candidates with difficulties formulating in writing, the theoretical examination can also be conducted orally. The possibility of an oral exam is given only in the second or third repeat exam. A written request from the training company well ahead of the examination date is required.
- 7.2.5 An oral exam of the subsection operational planning is not possible.

7.3 Prerequisites for Admission to the Examination Level 3, Rope Access Supervisor

The proof of 250 days of work experience for admission to the examination Level 3, Rope Access Supervisor can be rendered alternatively. Details can be taken from Appendix 3 to the examination guidelines.

7.4 First Aid Certificates and Medical Statements

- 7.4.1 If the candidate can prove that he permanently resides outside Germany or his place of employment lays outside Germany or if the examination is taking place outside Germany:
- First aid certificates issued by an organization from the candidate's country of residence will be accepted if in English or German and if the duration of training is stated.
 - Medical statements from any physician will be accepted if in English or German language. The FISAT form "Information about physical constitution" available for training companies will also be accepted.
- 7.4.2 Acknowledged alternatives to First-Aid certificates issued by DGUV accredited training companies (as per DGUV Information 204-022 "Erste Hilfe im Betrieb"):
Medical training certificates from aid organizations and armed forces will be accepted as superior medical qualifications if the duration of the training exceeds 24 teaching units. A confirmation that the qualification is refreshed annually has to be provided. A confirmation of active service as paramedic (min. 10 hours per year) is also accepted.
- 7.4.3 Acknowledged alternatives to medical certificate of non-objection for work at height:
- Valid medical statements for tree surgeons in accordance with principle H9
 - Valid health certificates for employees working on offshore wind turbines and offshore installations according to the guideline 002/43 published by AWMF (Arbeitsgemeinschaft der Wissenschaftlichen Medizinischen Fachgesellschaften e.V.)

8. Refresher Courses

- 8.1 Every FISAT certified Rope Access Technician must document an annual refresher course corresponding to his qualification level.
- 8.2 Not passing the examination for a higher level can be recognized as a refresher course upon written request to FISAT ZertOrga GmbH. Written applications can only be submitted by the executing training company.
- 8.3 If a refresher course is not documented before expiration of the qualification, the entire examination for that qualification level must be repeated. A grace period of max. 3 months can be granted upon request if a hardship case can be attested. A written request therefor has to be sent to FISAT ZertOrga GmbH before the qualification expires. A plausible justification and proof must be enclosed with the application. If a Rope Access Technician takes part in a refresher course after his qualification has expired, the new ID card will be valid from the day of the refresher course until the day of expiration of the old ID plus one year.
- 8.4 Rope Access Technicians can take part in a refresher course up to six months before expiration of their ID. In this case the new ID will be valid from the day of expiration of the old ID for one year.
- 8.5 For reasons of quality assurance, refresher courses may only be conducted by FISAT assessors.
- 8.6 Refresher courses are only allowed for preregistered individuals. Registration is conducted by the training companies.
- 8.7 Refresher courses cannot be conducted simultaneously with certification examinations.
- 8.8 Refresher courses serve to review and deepen theoretical knowledge and practical skills of certified Rope Access Technicians as well as to teach new information. For Rope Access Supervisors, knowledge concerning risk assessments is extended. The time frame of the course is 8 hours.
- 8.9 Should the certified Rope Access Technician's theoretical knowledge or practical skills not be in accordance with valid FISAT guidelines, the assessor has to deny renewal of the ID and certification.
Non-conformities in practical exercise are at hand, when the candidate is unable to perform a specific technique or rescue drill at the third attempt in a satisfactory way. The assessor will judge this third attempt similar to the practical section of an examination. An intense training of an individual candidate that leads to the disadvantage of other participants cannot take place.
- 8.10 A repeat course is possible only after at least one week. Should sufficient skills still not be determine in this repeat refresher course, an examination for the given qualification level must be repeated in total and completely.
Exception for refresher courses Level 2 and Level 3, Rope Access Supervisor:
Should sufficient skills still not be determine in this repeat refresher course, candidates can take part in a refresher course corresponding to the level below their actual qualification within two weeks after the second attempt. A written request to FISAT ZertOrga GmbH is obligatory for this procedure. If the skills shown are in accordance with the requirements of this level, the candidate will be downgraded and certified in this respective lower level. Qualification in the original level can only be regained when passing the respective examination. Admission prerequisites for the examination of the original level are invalidated in this case.
- 8.11 Candidates may appeal course results. Prerequisite for this is receipt of the appeal in the office of FISAT, Plautstraße 80, 04179 Leipzig, Germany. In the case of an appeal, the documents generated during the refresher course will be anonymized and re-evaluated by three independent assessors. The candidate will be informed in writing of the decision.

- 8.12 On the day of the refresher course, the assessor verifies and keeps record of the admission prerequisites as follows:

Participants Level 1 - a valid medical certificate of non-objection for work at height, a valid certification of first-aid training not older than 24 months and a correctly filled FISAT Logbook. Proof of work experience is not required for the refresher course Level 1.

Participants Level 2 - a valid medical certificate of non-objection for work at height, a valid certification of first-aid training not older than 24 months and a correctly filled FISAT Logbook. Proof of work experience is not required for the refresher course Level 2.

Participants Level 3 - a valid medical certificate of non-objection for work at height and a valid certification of first-aid training not older than 24 months. Proof of work experience is not required for the refresher course Level 3. Presentation of a correctly filled FISAT Logbook is recommended but not mandatory.

- 8.13 Permissible number of participants for refresher courses

Level 1 – 10 participants

Level 2 – 8 participants

Level 3 – 6 participants

Amendment effective from July 1st, 2021:

Level 3 – 8 participants

For refresher courses for more than one level, the highest level determines the maximum number of participants allowed.

- 8.14 Content of refresher courses is to be documented on a form by the assessor for each individual participant.
- 8.15 During all practical exercises the general safety rules according to 1.4 of this examination guideline have to be respected.
- 8.16 If a resignation occurs after the beginning of the refresher course or if a registered candidate does not take part without good cause, the course will be documented as unsuccessful (failed) and the renewal of the ID card is denied. The reason for the resignation must be communicated immediately and must be proven to the certification body FISAT ZertOrga GmbH no later than three working days after the course date. In case of an illness, the presentation of a medical certificate is required.
- 8.17 Refresher courses can only be held on exam sites, that have been registered and checked as per 1.4.6 of the Examination Guidelines for Rope Access.

9. **References**

| | |
|-------------------------------|--|
| TRBS 2121-3 | Technical rules for work safety 2121 part 3 Danger of falling for individuals – provision and use of access and positioning techniques involving the use of ropes – |
| TRBS 1111 | Technical rules for work safety 1111 Risk Analysis |
| DGUV Information 212-001 | DGUV Information on Rope Access Techniques |
| DGUV Regel 112-198 | DGUV Rules for use of PPE against falls from a height |
| DGUV Regel 112-199 | DGUV Rules for rescuing a user of PPE against falls from a height |
| DGUV Grundsatz 312-003 | DGUV Principle on requirements for assessments for Rope Access Technicians |
| DGUV Grundsatz 312-906 | DGUV Principle on qualification of personnel for PPE inspection |
| BetrSichV | Betriebssicherheitsverordnung (German decree on occupational safety) |
| FSR-SZP | FISAT Safety and Working Guidelines for Rope Access |
| FISAT Handbook Rope Access | Recommendations and best practice for Rope Access Technicians and training companies |

Appendix 1

Evaluation Criteria for Practical Exams Level 1, 2 and 3

– Component of the Examination Guidelines –

The examination ends only upon dismissal by the assessor and his departure from the training site. Candidates are liable for any incorrect usage of Rope Access (even after passing the exam).

In the practical section, each candidate has an account with 100 points. Points are deducted for errors. In order to pass the exam, the following minimum amount of points is necessary:

- Level 1: at least 10 points
- Level 2: at least 20 points
- Level 3: at least 30 points

Errors are divided into 3 main categories:

- Non-critical/slight errors: 10 - 25 points deducted
- Critical errors: 50 - 75 points deducted
- Safety-relevant errors: 100 points deducted

Candidates attempting to assist another fellow candidate will be considered to have cheated themselves. At the discretion of the examiner, points may be deducted and/or the candidate excluded from the examination.

Which guidelines must be met?

The technical and equipment recommendations given in the FISAT Handbook for Rope Access should be considered.

General:

- Full body harness / or certified combination, the working harness must have at least one abdominal and one sternal grommet. The candidate must, in case of doubt, be able to document that the harness is certified.
- All knots with safety knots (exceptions: double fisherman's knot, prusik knot, and all knots along the course of the rope),
- Permanent redundancy (except PPE usage),
- All karabiners used must have closure safeguards. Karabiners used must have a closed gate strength of at least 20 kN (FISAT recommendation is 22 kN).
- Usage of rope protection in erection of rope courses and stretches according to risk assessment.
- V positioning according to risk assessment.
Danger arising from falling against structures must be absolutely excluded.
- Only knots in accordance to the examination guidelines are permissible.

Techniques using personal protective equipment against falls from a height (PPE):

- Shock-absorbing lanyards (preferably Y-shaped), attached to the sternal or dorsal d-ring, no parallel usage of 2 I-shaped shock absorbers.
- Cautious anchoring with minimal fall factor, exception: when moving along structures with no anchor points above the user,
- On vertical or diagonal structures anchor loops are to be fastened with klemmheist knots in order to avoid a high fall factor.

Vertical techniques:

- Descenders to be attached to the central d-ring or work seat.
- Karabiner closures for descenders must be directed downwards and towards the body.
- Back-up device and fall-arrest systems on a sternal grommet.
- Descent always with rerouting of the braking rope from the descender to add friction. (Exception: short re-positioning, 50 cm or less)
- When interrupting descent, the descender must be locked.
- When ascending with rope clamps, a connection between harness and handled ascender is mandatory.
- When positioning and ascending with rope clamps, according to the level of danger, the clamp must be secured with karabiners in the upper holes (e.g. oblique load).
- Edge transition: safety of the user and ergonomics need to be considered. Elongation of the rope needs to be eliminated from the system before loading the working line.

Horizontal techniques:

- Moving beneath structures with static connection and fall arrest system for safety (recommendation: use a dynamic means of connection and no static connections).
- Moving beneath structures and aid climbing (traversing) with two forms of connection and a third connection as backup, when passing obstacles.
- Rigging of diagonal and horizontal tension lines with one travelling pulley and two people,
- Moving along diagonal tension lines, always redundant (2 fall-arrest systems, 2 systems against uncontrolled descent).
- Moving along horizontal tension lines, both horizontal lines must be used simultaneously and both connections to the harness need to enclose both ropes.
- Usage of beam clamps and movable beam clamps: selection and installation of beam clamps as per manufacturer's user instruction.

Mechanical advantage pulley systems:

- Definitions: travelling pulley, fixed pulley, simple pulley system, compound pulley system, complex pulley system, in-line pulley system, ganged pulley systems, ratchet / reverse lock systems: reversible, irreversible.
- Construction and explanation of a sufficient pulley system according to instructions (e.g. hauling a load of 200 kg with a (theoretical) force of 50 kg).
- Equipment provided to fulfill the task: maximum of 3 single sheave pulleys, 1 self-braking descending device, 2 rope clamps or prusik slings
- All strains of rope have to be parallel.
- Rope clamps as reverse brakes must be installed on the burden free end of the pulley system. No rope clamps with teeth may be used to place a pulley system on a load bearing system if the load exceeds the load of one person.
- What are the required theoretical forces (without loss for friction)?
- What loads are effective at the anchor point?
- A maximum load of 250 kg may be moved with rope access equipment.

Rescue:

- The rescue load is to be attached to the load bearing karabiner of the rescuer's descending device. This main connection ensures that the load is transferred to the main line rather than to the harness of the rescuer.
- All connections have to be attached at the casualty's sternal d-ring in order to guarantee an upright hanging position.

- A backup is to be established from the central d-ring of the rescuer's harness to the casualty.
- For standard active rescue to the ground, both backup devices may remain on the ropes.
- Additional friction needs to be added to the braking rope of the descending device with adequate measures.
- When lowering a load with a descent device (passive rescue), the breaking rope must be diverted.
- Rescue from horizontal tension lines or structures, active or passive; rescue ropes should be pre-rigged and fitted with carabiners on the ground for better supervision.
- Passive rescue with descent device and backup device; main line and safety line may be attached to the casualty with karabiners.
- For active rescue from PPE/structure/horizontal tension lines, only backup devices suitable for a two person load are to be used. Attention: redundant connection between rescuer and casualty. The operating mode of shock absorbing lanyards may not be impeded.
- Improvised rescue to the top with pulley systems while ropes are guided over a 90° edge: reversible reverse lock systems; exception: when first pulling on the rescue load to create a rope loop for installation of the reverse lock system.
- Equipment allowed when performing the rescue drill "improvised rescue to the top": suitable fall protection for the rescuer, 1 descending device, 1 back-up device (alternative: additional descending device or certified hitch cord), 2 pulleys, 2 rope clamps (alternative: 2 certified hitch cords), 1 work positioning lanyard, 1 sling (max. 2 meters), additional karabiners. Provision of additional equipment like double pulleys or pre-rigged pulley systems is not allowed.
- The weight to be lifted during the improvised rescue to the top has to be minimum 80 kg. The load needs to be lifted a minimum of 2 m. The drill is finished when the original situation is re-established (rescue load hanging in the working line).
- For rescue to the top, the helpless person's safety line must be shortened by means of an auto-locking descent device (EN 12841:2006 Type C), backup device (EN 12841:2006 Type A) or friction hitch using a certified sling (EN 795 of EN 566). Ensure simplicity and visibility of the pulley system.
- Diagonal tension lines rescue: active, rescuer approaches from above or below, rescue downwards to the anchor point of the tram line.

What requires particular attention?

- Blocking the descent device when interrupting descent.
- Transition from descent device to chest ascender must be done smoothly, insufficient caution will be graded.
- No slack in the safety line when ascending.
- Using a connection between the harness and the handled ascender during ascent with chest ascender. This connection must be detachable in order to be able to detach the handled ascender in emergencies for example.
- Placing an emergency call when beginning rescue drills (simulated).
- Careful handling of the casualty during rescue drills.
- No lateral load on the closure of the load bearing karabiner from the descent device after taking on the rescue load.
- All connecting karabiners must be locked (karabiner: descent device, connection with the helpless person, safety device).
- During descent with the casualty, the connection to the backup/safety device must be maintained above the arm.
- Casualty does react: sitting position or lying flat on the ground
- Casualty does not react: recovery position (as in the first-aid course)
- Re-belay/interim anchor: always ensure redundancy
- Re-belay/interim anchor : consider lateral load on the karabiner
- Rescue to the top: proper placement of the load-bearing system in the descent device
- Rigging horizontal or diagonal tension lines: free ends of the ropes must be secured, descending devices must be tied off.
- When traveling moving on tension lines: passing obstacles (e.g. re-belays) with additional backup (third connection).

Appendix 2

Minimum Requirements for Examination Sites

– Component of the Examination Guidelines –

In order to ensure undisturbed, smooth operation and conditions suitable for Rope Access for the candidates and the team of assessors from FISAT, examination sites must meet the following minimum requirements.

In the cases of discrepancies in one or more points of these minimum requirements, the assessor is authorized and obligated to reject the examination site, as per 4.2.2 of the examination guidelines and after consultation of a FISAT representative.

All costs arising there from are the responsibility of the training company.

General requirements:

- Easy accessibility, eventually with public transportation as well.
- Entrances, pathways, and emergency exits must be free of obstacles and have sufficient lighting.
- In case of emergency, participants must be able to leave any and all parts of the site quickly and safely.

Organizational requirements:

- Examination sites should in general meet the requirements for worksites according to valid guidelines (sanitary facilities, ventilation, lighting).
- A first aid kit in accordance with DIN 13157 or DIN 13169 must be available at the examination site, it must be clearly marked and accessible at all times.
- It must always be possible to place an emergency call in case of emergency.
- At least one responsible person of the training company who is familiar with the internal procedures must be available on site at all times for clarification of any points open to discussion.

Technical requirements:

a) Theoretical exam:

- There must be a closed room of sufficient size for the number of candidates taking the exam to complete the written portion of the examination.
- Noise levels must be low enough to permit concentrated work.
- The examination room must have suitable temperature during the written exam.
- Seating must permit enough room between candidates to exclude any attempts at cheating.
- The assessor must have a separate workplace with seat from which he has a view of all candidates.

b) Practical exam:

- The assessor must have a separate workplace with seat from which he has a view of all candidates.
- The practical exam site must provide protection for the candidates against extreme weather conditions (temperature, humidity, wind).
- The practical exam site must ensure that candidates are not disturbed by undue noise levels or harmful effects from gases, vapors, dust, etc.

- The floor/ground must be free of anything that could cause slips and trips.
- Slipping or falling on the way to the installed ropes must be excluded by means of appropriate measures.
- The practical exam site must provide sufficient height for vertical ropes with a minimum length of 5 m and horizontal anchor points at a minimum height of 4.5 m. Appropriate measures must be taken to prevent candidates from hitting the floor/ground when falling in the backup/safety system.
- The practical exam site must provide all installations for proper conduct of all content and techniques for the individual examination levels.
- For the techniques "edge transition" and "improvised rescue to the top" a platform with the following measurements and characteristics has to be installed:
 - platform at least 3 m high on which a technicians can operate
 - measurements of the platform at least 1,5 m wide by 2 m deep
 - the edge has to be constructed in a way that repelling is safely possible without any additional rope protection. Use of roll modules is not allowed.
 - at least two adequate anchor points for a rope access system (working line and safety line)
 - ropes have to be anchored at least 2 m from the edge and maximum 50 cm over the platform
 - at least two additional anchor points for use of PPE against falls from a height
 - the platform has to be safe in terms of access and usage
- The exam site must provide enough space and ropes to have five participants performing at the same time
- Anchor points or installations where safety lines are anchored, must be in accordance with DIN EN 795 or DIN 4426. Anchor points or installations where working lines are anchored, must be in accordance with DIN EN 795 or DIN 4426 and bear a Work Load Limit (WLL) of at least 3 kN per technician without deformation. When a single installation (e.g. a beam) is used to anchor ropes for more than one technician, the assumed load has to be increased accordingly. Breaking strength and WLL must be calculated or estimated in a comprehensible way and documented in the risk analysis for the respective examination site. Static calculations are preferred.
- When using scaffolding as anchor devices, the training company must provide a comprehensible documentation of its suitability. Individual anchor points must be indicated in the results of the suitability test. When using scaffolding as work scaffolding, it must be in accordance with TRBS 2121 Part 1 or the user's protection against fall must be ensured by other appropriate means.
- For examinations outdoors, the assessor must be guaranteed access to a dry environment at all times to fill in the examination form without having to interrupt the course of the examination to do so.
- In accordance with point 4.2.3 of the examination guidelines, immediate rescue of all participants must be ensured by the hosting training company. This may be provided by the presence of a fully equipped trainer or by technical means, such as a cherry picker, ladders, or rolling scaffolds.
- The examination site must have sufficient natural or artificial light.

Checklist for self-monitoring of practical and theoretical exam sites

1. General Information

| | |
|---|--|
| Complete name of the training company | |
| Name of the manager / managing director | |
| Company address / registered office | |
| If differing from the registered office: address of the theoretical exam site | |
| If differing from the registered office: address of the practical exam site | |

2. Location

| No. | Requirement | yes | no |
|-----|--|-----|----|
| 2.1 | Reachable with public transportation? | | |
| 2.2 | Easily reachable by car and availability of enough parking spaces? | | |
| 2.3 | Theoretical and practical exam sites at the same location? | | |
| 2.4 | Theoretical and practical exam sites on different locations (varying addresses)? | | |

3. Theoretical Exam Site

| No. | Requirement | Yes | no |
|-----|--|-----|----|
| 3.1 | Sufficient ground space and seating for the number of participants? | | |
| 3.2 | Separate workplace for the assessor? | | |
| 3.3 | Sufficient lighting? | | |
| 3.4 | Room temperature controllable? | | |
| 3.5 | General conditions (noise, temperature, ventilation) suitable for an assessment? | | |
| 3.6 | Route ways clear and undisguised? | | |
| 3.7 | Escape routes existing and clearly marked? | | |

| No. | Requirement | Yes | no |
|------|--|-----|----|
| 3.8 | Escape routes clear and undisguised? | | |
| 3.9 | Emergency and evacuation plan available? | | |
| 3.10 | Fire extinguishers available? | | |
| 3.11 | Fire extinguishers inspected and inspection intervals respected? | | |
| 3.12 | First-aid kit available? | | |
| 3.13 | First-aid kit inspected and inspection intervals respected? | | |
| 3.14 | Sanitary facilities available? | | |
| 3.15 | Washing facilities available? | | |
| 3.16 | Sanitary and washing facilities in good and clean condition? | | |

4. Practical Exam Site

| No. | Requirement | Yes | no |
|------|--|-----|----|
| 4.1 | Risk assessment for the practical exam site available? | | |
| 4.2 | Area for practical exercises clearly marked and/or cordoned off? | | |
| 4.3 | Anchor points inspected? | | |
| 4.4 | When using parts of the building to anchor ropes: static calculation available? | | |
| 4.5 | When using scaffolding: documentation of suitability and name of the erecting company available? | | |
| 4.6 | Sufficient ropes available for the number of participants? | | |
| 4.7 | Required total height of 5 m respected? | | |
| 4.8 | Minimum of five anchor points for horizontal aid climbing available? | | |
| 4.9 | Required horizontal tram line height of 4,5 m respected? | | |
| 4.10 | Structure for horizontal access techniques (minimum height: 4,5 m) available? | | |
| 4.11 | Use of beam clamps possible and beam clamps available? | | |
| 4.12 | Platform for edge transition (90°-edge) available? | | |
| 4.13 | Platform for the rescue drill improvised rescue to the top available? | | |
| 4.14 | Diagonal tensioned lines available? | | |
| 4.15 | Work equipment that needs frequent inspection in use? (e.g. ladders, lifts or cherry pickers) | | |
| 4.16 | Work equipment (pls. see 4.16) inspected and inspection intervals respected? | | |
| 4.17 | Adequate number of rope access kits available? | | |
| 4.18 | Rope access kits (rental equipment) inspected and inspection intervals respected? | | |

| No. | Requirement | Yes | no |
|------|--|-----|----|
| 4.19 | Inspection records available? | | |
| 4.20 | Sufficient lighting? | | |
| 4.21 | Room temperature controllable? | | |
| 4.22 | General conditions (noise, temperature, ventilation) suitable for an assessment? | | |
| 4.23 | Route ways clear and undisguised? | | |
| 4.24 | Escape routes existing and clearly marked? | | |
| 4.25 | Escape routes clear and undisguised? | | |
| 4.26 | Emergency and evacuation plan available? | | |
| 4.27 | Fire extinguishers available? | | |
| 4.28 | Fire extinguishers inspected and inspection intervals respected? | | |
| 4.29 | First-aid kit available? | | |
| 4.30 | First-aid kit inspected and inspection intervals respected? | | |
| 4.31 | Sanitary facilities available? | | |
| 4.32 | Washing facilities available? | | |
| 4.33 | Sanitary and washing facilities in good and clean condition? | | |

5. Miscellaneous

| No. | Requirement | Yes | no |
|-----|---|-----|----|
| 5.1 | Method statement for rope access training available? | | |
| 5.2 | General instructions on fire and accident prevention carried out by the training company? | | |
| 5.3 | FISAT note on data protection implemented in the training company's procedure? Note on data protection countersigned by all participants? | | |

Important notice: this checklist is a document that can be used to support a training provider in finding a suitable location for rope access training according to FISAT standards. It contains the essential points of appendix 2 of FISAT's examination guidelines for rope access. Use is voluntary and completion of this list does not exempt the training company from the obligation to prepare necessary documentation for rope access training and to comply with legal requirements.

Date and Place

Printed Name

Signature

Appendix 3

Alternative Rendering of the Practical Experience to be Documented – Component of the Examination Guidelines –

In accordance with the European guidelines for validation of informal and non-formal learning and the results of the European-promoted research project EPCRA (European Professional Certificate for Rope Access / project number 2013-4329/539262 LLP-1-2013-1-FR-LEONARDO), a recognition system for relevant work experience acquired in a non-formal context was implemented. Essentially, the duration and type of activity are used as criteria in order to be able to determine and validate competences. The recognition system is structured in two phases:

Phase 1: Evaluation of the documentation through an independent jury

Phase 2: Review and validation through an independent jury

General prerequisites

- The applicant must be at least 21 years old.
- The applicant must hold a valid first-aid certificate as outlined in 2. Admission of the examination guidelines.
- The applicant must have successfully completed the level 2 exam. The validity of level 2 qualification must not be more than 6 months in the past. According to 7.2 of these examination guidelines, equivalent qualifications from other organizations may be accepted upon request. The decision on acceptance shall be made on a case by case basis by written application to FISAT ZertOrga GmbH.

Phase 1

The documentation which will demonstrate relevant experience in the area of rope access and positioning techniques must be given to the FISAT office, either as paper mail or as an email attachment (PDF only). Receipt is confirmed in writing. The documents are viewed by a jury made up of two appointed assessors and the department manager for safety & training. The decision on the invitation to the validation interview (phase 2) must be made with a majority of 2/3. The applicant will be informed of the decision in writing. If necessary, documents will be requested subsequently and the decision will be delayed. There is no legal claim to participation in the validation interview.

Documentation to be submitted / minimum contents

The applicant provides information on his or her professional work and the craft performed based on the documentation and presents excerpts of construction sites, assembly places or other rope access operations, where special requirements to the access method had to be met.

The documentation must contain at least the following documents:

1. General curriculum vitae

Personal data and chronological presentation of school education and professional training. It must be documented that an appropriate education has been completed in addition to the activities in the rope access industry, which qualified the candidate for the work performed to date in high workplaces.

Copies of certificates or exams that are connected to athletic or personal activities at heights are to be classified in this general part.

2. Professional experience in the area of rope access and positioning techniques and related procedures

List of the workplaces, assembly or construction sites in or on which the applicant has conducted operative work using rope access and positioning techniques. A form template is provided as support.

Copies of the training certificates, titles and certificates in the area of rope access, use of PPE against falls from a height, tree care, rope rescue, stage rigging, etc.

Copy of the proof of physical suitability.

Copy of the proof of first-aid training.

Copy of the correctly rendered FISAT logbook.

3. Presentation of three different work situations that are of special relevance for the applicant regarding access or work to be performed while using rope access

At least three DIN A4 pages (font size 12, line spacing 1.5) per reported work situation are required. The share of pictures and sketches must not exceed 30% of the total scope.

The following items must be considered in the description:

- Ordering company, naming a contact
- Description of the applicant's role in the company
- Work performed
- Working environment
- Third parties / crafts on site
- Description of the access to the workplace
- Duration of the project (rigging, access and time for the work)
- Number of employees and rope access technicians
- Description of the applicant's own role in operative processing of the deployment (work and access situation)
- Special risks and implemented protective measures
- Summary and analysis (self-reflection)

Evaluation criteria

- Document presentation
- Description of professional experience
- Short presentation of the company
- Description of the projects
- Description of the different working situations
- Role of the applicant in project processing
- Selection of the described projects and work tasks
- Description of the means to prevent accidents at the workplace
- Review of the methods used to prevent danger
- Correct use of the relevant technical terms

Orthography, expression and style are not evaluated.

Phase 2

The applicant is questioned for 45 minutes regarding the submitted documents. The jury reviews the professional experience and general knowledge of the candidate. The total time of the interview is made up as follows:

- Presentation of curriculum vitae and general professional experience - 10 minutes
- Backgrounds and validation of the three submitted projects - 20 minutes
- Review of general knowledge of rope access and use of PPE against falls from a height - 10 minutes
- Consultation of the jury - 5 minutes

1. Presentation of the curriculum vitae and general professional experience

The candidate presents his or her own work experience for 10 minutes and describes his or her career based on the previous degrees, employments and jobs. The presentation is based on the curriculum vitae submitted in writing.

Evaluation criteria

- Presentation of professional experience
- Selection and description of the projects
- Description of the candidate's own role in the projects
- Description of special risks and measures taken
- Presentation of the access and working methods applied

2. Background and validation of the three submitted projects

Within a period of 20 minutes, the jury asks questions on the candidate's relevant professional experience. The dossier, in particular the three projects described in detail by the candidate, serves as the basis for discussion. The answers and explanations are reconciled with the project descriptions submitted in writing.

Evaluation criteria

- Ability to assess working and access situations
- Manner and type of preparation for work and access situations
- Handling of extraordinary situations
- Ability to adjust measures taken to the present situation
- Personal attitude
- Experience gained in the area of rope access and positioning technique
- Overall balance of professional work

3. Review of general knowledge of rope access and use of PPE against falls from a height

The jury will review the candidate's general theoretical knowledge for 10 minutes. Questions and subject complexes from the theoretical examinations FISAT Level 1 to Level 3 are used.

General notes on evaluation of the interview

The interview serves to determine whether the work experience of the applicant corresponds to 250 working days documented in the FISAT logbook and countersigned by a rope access supervisor, FISAT Level 3. Evaluation of the submitted documents is the basis for the invitation to the validation interview.

The decision of whether the presented work experience of a candidate is sufficient for admission to the examination Level 3, rope access supervisor or not must be made by the two executing assessors. The impressions and results are documented. The candidate is informed of the decision in writing within five working days after the validation interview. In case of refusal, reasons for the decision are given. There is no claim to viewing the documentation compiled by the assessors during the interview.