



RIGGER CERTIFICATION PROGRAM

Candidate Handbook

NCCER

January 2012





TABLE OF CONTENTS

PURPOSES OF THE PROGRAM.....	1
DEVELOPMENT OF THE PROGRAM.....	1
OBJECTIVES OF RIGGER CERTIFICATION.....	1
RIGGER/SIGNAL PERSON ENDORSED ACCREDITED ASSESSMENT CENTER.....	1
NATIONAL REGISTRY.....	2
CERTIFICATION POLICIES.....	2
CONFIDENTIALITY OF INFORMATION.....	2
METHODS OF EVALUATION.....	3
RIGGER CERTIFICATION CRITERIA.....	3
ASSESSMENT.....	4
PRACTICAL EXAMINATION.....	4
SCORING.....	5
RETEST POLICY.....	5
TESTING TIME FRAMES.....	5
RECERTIFICATION.....	5
CERTIFICATION ACTION.....	5
CHANGES DURING PERIOD OF CERTIFICATION.....	6
REVOCATION OF CERTIFICATION.....	6
RE-APPLICATION.....	6
APPEAL.....	7
FORMS.....	7
ASSESSMENT SPECIFICATIONS.....	8
APPLICATION FOR RIGGER PRACTICAL EXAMINATION.....	12
REGISTRATION AND RELEASE FORM.....	13



PURPOSES OF THE PROGRAM

The goals of the NCCER Rigger Certification Program are as follows:

- Enhance the practice and profession of rigging through validated and reliable certification instruments.
- Directly promote rigger competency and a safer work environment.
- Organize and implement a comprehensive program for the qualification of riggers.
- Promote the development of knowledge and skills of those interested in the rigging profession.
- Provide technical assistance to agencies having regulatory authority applicable to testing and certification of riggers.

DEVELOPMENT OF THE PROGRAM

NCCER developed the Rigger Certification Program to meet or exceed current ASME standards and state and OSHA regulations. Assessments were developed following strict professional testing guidelines endorsed by the American Psychological Association. All development phases involved subject matter experts (SMEs) who represented their respective technical areas. Prov, NCCER's test-development partner, provides psychometricians who monitor test development and performance on an ongoing basis, in conjunction with NCCER.

OBJECTIVES OF RIGGER CERTIFICATION

The Rigger Certification Program was developed to identify those individuals with the professional knowledge and skills worthy of being designated as a Certified Rigger. Therefore, the Rigger Certification Program is intended to accomplish the following objectives:

- Identify riggers who meet or exceed the minimum criteria for certification.
- Stimulate the improvement of rigging and establish it as a certifiable profession.

RIGGER/SIGNAL PERSON ENDORSED ACCREDITED ASSESSMENT CENTER

The NCCER Rigger Certification program can only be administered through a NCCER Rigger/Signal Person Endorsed Accredited Assessment Center (AAC). Each AAC determines the schedule and cost of services to be provided. Visit www.nccer.org or call NCCER customer service at 888-622-3720 to locate a Rigger/Signal Person Endorsed AAC.



NATIONAL REGISTRY

The NCCER National Registry maintains records of assessment and practical examination results and issues credentials for successful completions through a network of Accredited Assessment Centers (AACs). All records are stored securely in the NCCER National Registry.

Certified Riggers receive a NCCER wallet card which includes a NCCER card number. This number is used to access online verification of your credentials through the Automated National Registry (ANR). This process can also be used to allow employers and inspectors to verify your qualifications.

CERTIFICATION POLICIES

Through continuing and careful study of rigger qualifications, NCCER has developed the following basic policies:

- In order for a candidate to be certified, all parts of the certification process must be successfully completed.
- The candidate shall acknowledge, by affidavit, that he/she has passed a substance abuse test, pursuant to the employer's drug and alcohol free workplace and substance abuse policy.
- To certify riggers within the specified level(s) as outlined in federal, state, and local requirements.
- To deny certification to candidates who lack understanding in any subject area in which riggers are expected to have competence.
- To ensure NCCER's Rigger Certification Program keeps pace with the constantly changing rigging and lifting environments.
- To assess qualitative as well as quantitative factors in making the certification decision.
- To securely maintain a registry of certified riggers' assessment and exam records.

CONFIDENTIALITY OF INFORMATION

Records of all examiners and participants in the program will be confidentially maintained.

- Information supplied by a candidate, and not by the individual's employer, is for the confidential use of the AAC and NCCER, and it will not be disclosed without the specific written permission of the individual candidate concerned.
- Information supplied by the employer company is for the confidential use of the AAC and NCCER and it will not be disclosed without the specific written permission of the employer concerned.

All participants in the Rigger Certification Program will be required to sign a NCCER release form allowing NCCER to verify a participant's status with the AAC, if requested.



METHODS OF EVALUATION

Because qualitative factors are often just as important as the number of hours a rigger has spent on the job, the general principles outlined in the Rigger Certification criteria will be checked closely by analyzing each particular candidate.

The prime considerations in evaluating a candidate for certification as a rigger are as follows:

1. That the results of examination of his/her knowledge and skills are considered satisfactory as a rigger in general, in addition to whatever specific requirements of the level of rigger for which certification is sought, and,
2. That the depth of his/her understanding in these same areas merits the designation "Certified Rigger."

RIGGER CERTIFICATION CRITERIA

NCCER's primary objective is to assure that the specific competencies identified in the ASME standards have been achieved. The decision to certify or re-certify will be based on an evaluation of the degree to which the rigger has achieved these competencies. The rigger must provide, through assessment and practical examination, clear and convincing evidence to NCCER that such competencies have been achieved.

The candidate must fulfill all of the following prior to issuance of certification:

1. Pass a rigger assessment.
2. Pass a rigger practical examination.
3. Complete and sign the *Application for Rigger Practical Examination*, which includes an affidavit that that he/she has successfully passed a substance abuse test, pursuant to the employer's drug and alcohol free workplace and substance abuse policy, and will continue to comply.
4. Have photo submitted to and approved by NCCER.

Upon satisfaction of the above requirements, results will be posted in NCCER's Automated National Registry (ANR). Credentials will be forwarded to the Primary Administrator for distribution.

Applicants meeting the above requirements will be granted certified rigger status for a period of five years from issuance of certification.



ASSESSMENT

There are three assessments for rigger certification:

1. Basic Rigger
2. Intermediate Rigger
3. Advanced Rigger

The following topics are included in the rigger assessments:

- Communications
- Crane Operations
- Rigging equipment
- Rigging practices
- Safety
- Load lifting criteria (where applicable)
- Lift planning (where applicable)
- Personnel lifting (where applicable)

The assessment must be delivered through a Rigger/Signal Person Endorsed AAC by a certified proctor, coordinator, or administrator.

PRACTICAL EXAMINATION

There are three practical examinations for rigger certification:

1. Basic Rigger
2. Intermediate Rigger
3. Advanced Rigger

The following topics are included in the rigger practical examinations:

- Communication
- Rigging equipment
- Rigging practices
- Safety
- Load lifting (where applicable)
- Lift planning (where applicable)



Candidate **must** have site-appropriate Personal Protective Equipment (*including gloves*) **before** they will be permitted to perform **any** practical examination tasks.

The practical examination must be delivered by a certified Rigger/Signal Person Practical Examiner.

The Application for Rigger Practical Examination must be approved by the Primary Administrator and submitted to NCCER before credentials will be issued.

Note: The assessment and practical examination must match to ensure certification for that particular level of rigger.

SCORING

Both assessments and practical examinations are scored by computers at Prov, NCCER's test development partner. Assessment and practical examination score results are available within 15 minutes of submission at www.provexam.com.

RETEST POLICY

If the passing score is not attained on the initial rigger assessment, a retest may be taken following a two-day waiting period. If the initial rigger practical examination is not passed, the Rigger/Signal Person Practical Examiner will determine when retesting may be done. Subsequent retests (after two attempts) require a 30-day waiting period with no more than four attempts within a 12-month period.

TESTING TIME FRAMES

Rigger candidates have 12 months from passing either the assessment or practical examination to complete the certification process. Results expire after 12 months if the process is not completed.

RECERTIFICATION

In order to obtain recertification, a candidate must repeat the initial certification requirements. Riggers must recertify every five years.

CERTIFICATION ACTION

Certification is granted for a specific period of five years from the date of certificate issuance. The term of certification is subject to review for cause at any time during the period of certification. Certification is granted if current conditions are judged to be meeting or exceeding the minimum criteria requirements. If, for any reason, the future of a rigger's abilities appears precarious or weak, certification may be revoked.

The Rigger/Signal Person Endorsed AAC is restricted by NCCER policies and procedures in the granting of certification. The Rigger/Signal Person Endorsed AAC has no authority to impose any restrictions or standards upon riggers or their employers.



CHANGES DURING PERIOD OF CERTIFICATION

It is the obligation of the Certified Rigger to notify the Certifier of any significant changes in the medical, physical, or other abilities of the rigger that would affect the certification status during the period of certification. **Notification of changes in abilities must be made to NCCER within 48 hours of the change in ability; failure to do so constitutes immediate revocation of any and all certification types. NCCER reserves the right to obtain and review feedback from Rigger Endorsed AACs on those riggers certified in the program (as a way to monitor certificate holders that have completed the program).**

The Certified Rigger should report changes in medical, physical, or other abilities by emailing CraneCertification@nccer.org.

REVOCAION OF CERTIFICATION

- Any misrepresentation or fabrication of documents submitted to NCCER in regards to the Rigger Certification Program.
- Failed substance abuse test as required in the Rigger Certification Program.

RE-APPLICATION

If a rigger and/or signal person's credentials are revoked due to a failed substance abuse test, the candidate may reapply for certification 12 months after the date of the revocation. If a rigger and/or signal person's credentials are revoked two or more times (for any reason) they may not apply for recertification. If a rigger and/or signal person's credentials are revoked because of misrepresentation or fabrication of documentation, they may not apply for recertification.

All reapplications must go before and be considered by the Crane Operator Certification Board for review. Reapplication may require additional documentation/verification.

Reapplication means that a candidate must complete all requirements for certification.



APPEAL

In the event a Certified Rigger wishes to appeal revocation of certification actions taken by NCCER, notice of intent to appeal must be received within 30 days of the date of revocation notification. NCCER will forward the appeal to the Crane Operator Certification Board. Upon receipt of such notice, the Board will review the appeal and make its decision in a timely manner. The findings of the Board will be reported to the Certifier, who will report back to the rigger and Rigger/Signal Person Endorsed AAC (where applicable).

A “revocation” action is effective immediately after exhausting the appeal procedures. The notification to the rigger or the Rigger/Signal Person Endorsed AAC when applicable, shall indicate the following:

- a. The termination supersedes the certification status of the rigger, and
- b. The Certifier expects the certified individual to notify his/her employer of the termination of the certified rigger status.

FORMS

The following forms are included in this section for reference only. Please refer to the NCCER website for the most current forms.

Assessment Specifications

Specifications list the topics, number of questions, time allowed, and passing scores of each assessment.

Application for Rigger Practical Examination

The submission of this form is required for an individual to take any rigger practical examination. This form must be signed and dated by the candidate on the day the candidate attempts the practical examination. The Application for Rigger Practical Examination must be approved by the Primary Administrator and submitted to NCCER before credentials will be issued.

Registration and Release Form

This form provides a permanent record that the participant grants permission for the Rigger/Signal Person Endorsed AAC to have access to their assessment results. All participants must sign this form.



National Craft Assessment and Certification Program S P E C I F I C A T I O N S

Basic Rigger (RIGBAS38)

Released November 2010

Overview

This written assessment is a two-hour, closed-book examination complemented with a practical examination for a certification. You will be permitted to use a nonprogrammable, nonprinting calculator during the examination. The assessment center will provide any necessary pencils. No extra papers, books, notes or study materials are allowed in the testing area.

Assessment Development

All questions on each assessment have been developed and approved by subject matter experts from the respective craft. Assessment development and administration is under the direction of Prov™, NCCER's testing partner.

Training Prescription Reports

Each candidate will have access to individual written assessment results at www.provexam.com. This training prescription will include the overall score and results by topic area.

ANSI Accreditation

NCCER's Signal Person Certification Program has been designed for accreditation by ANSI. Please ask your testing center for details.

National Registry

Certification results will be maintained in NCCER's National Registry. These records are stored and become a portable record of the candidate's assessment achievements.

Credentials

NCCER will send appropriate credentials (certificate, wallet card and official transcript) to the assessment center upon successful completion of all requirements for basic rigger certification.

Focus Statement

The Basic Rigger safely uses and recognizes the limitations of chain, synthetic, metal mesh, and wire rope slings as well as specific rigging hardware to include: hooks and similar attaching devices, shackles, wire rope clips, clamps, eyebolts, softeners, and taglines. The Basic Rigger identifies common load configurations and positioning and demonstrates specific knowledge of crane operations including voice and radio communications (as defined in ASME B30.2, ASME B30.3, ASME B30.5, ASME B30.6), personal fall protection methods, emergency procedures, and hazards and restrictions with working in proximity to overhead electric lines and equipment.

Written Assessment Contents:

Domain	Topic Area	# of Questions
Communications	Hand Signals/Voice Radio	5
Crane Operations	Basic Crane Operations	5
Equipment	Come-along/chain hoist operations, hitches, knots, softeners, synthetic ropes & slings, wire rope, etc.	22
Rigging Practices	Mechanical advantages, taglines	10
Safety	Emergency procedures; hazards working near energized power lines	8
Total number of questions		50

The score for this assessment is 80.

NCCER

13614 Progress Blvd • Alachua, FL 32615 • 1-888-622-3720 • www.nccer.org



National Craft Assessment and Certification Program S P E C I F I C A T I O N S

Intermediate Rigger (RIGINT38)

Released November 2010

Overview

This written assessment is a two-hour, closed-book examination. You will be permitted to use a nonprogrammable, nonprinting calculator during the examination. The assessment center will provide any necessary pencils and load charts. No extra papers, books, notes or study materials are allowed in the testing area.

Assessment Development

All questions on each assessment have been developed and approved by subject matter experts from the respective craft. Assessment development and administration is under the direction of Prov™, NCCER's testing partner.

Training Prescription Reports

Each candidate will have access to individual written assessment results at www.provexam.com. This training prescription will include the overall score and results by topic area.

ANSI Accreditation

NCCER's Signal Person Certification Program has been designed for accreditation by ANSI. Please ask your testing center for details.

National Registry

Certification results will be maintained in NCCER's National Registry. These records are stored and become a portable record of the candidate's assessment achievements.

Credentials

NCCER will send appropriate credentials (certificate, wallet card and official transcript) to the assessment center upon successful completion of all requirements for intermediate rigger certification.

Focus Statement

In addition to being knowledgeable in all Basic Rigger tasks, the Intermediate Rigger must also demonstrate intermediate level of proficiency in all the rigger tasks. The rigger performs specific rigging operations using come-along and chain hoists, reeving, rigging hitches and knots, anchor points, synthetic ropes, wire ropes,

chains, spreader bars and equalizing beams, synthetic slings, lifting points, dollies, trollies, winches, bars and levers, rigging jacks, links and rings, plate clamps, and cable dogs/grips.

The Intermediate Rigger is proficient in load dynamics and load weight estimation or determination as they relate to the rigging operation. The Intermediate Rigger calculates equipment capacities, and applies D/d ratios, vectors, angles, boom angles and load radius as they relate to lifting and/or rigging operations.

Written Assessment Contents:

Domain	Topic Area	# of Questions
Communications	Hand Signals/Voice Radio	5
Basic Crane Operations	Boom angles, load capacity & charts, load dynamics	5
Lifting Criteria	Center of gravity, effects of angles, eq. capacity calculations, vectors & sling angles, personnel lifting	14
Equipment	Come-alongs & hoists, tuggers & winches, rigging hardware, anchor points, bars, cable dogs, chains, dollies, rigging jacks, ropes & slings, trollies	12
Rigging Practices	Blind lifts, load configurations, mechanical advantages, taglines	15
Safety	Emergency procedures, hazards working next to power lines, fall protection	9
Total number of questions		60

The score for this assessment is 80.

NCCER

13614 Progress Blvd • Alachua, FL 32615 • 1-888-622-3720 • www.nccer.org



National Craft Assessment and Certification Program S P E C I F I C A T I O N S

Advanced Rigger (RIGADV38)

Released November 2010

Overview

This written assessment is a two-hour, closed-book examination. You will be permitted to use a basic function, non-printing calculator during the examination. The assessment center will provide any necessary pencils and load charts. No extra papers, books, notes or study materials are allowed in the testing area.

Assessment Development

All questions on each assessment have been developed and approved by subject matter experts from the respective craft. Assessment development and administration is under the direction of ProvTM, NCCER's testing partner.

Training Prescription Reports

Each candidate will have access to individual written assessment results at www.provexam.com. This training prescription will include the overall score and results by topic area.

ANSI Accreditation

NCCER's Signal Person Certification Program has been designed for accreditation by ANSI. Please ask your testing center for details.

National Registry

Assessment results will be maintained in NCCER's National Registry. These records are stored and become a portable record of the candidate's assessment achievements.

Credentials

NCCER will send appropriate credentials (certificate, wallet card and official transcript) to the assessment center upon successful completion of all requirements for advanced rigger certification.

Focus Statement

In addition to being knowledgeable in all basic and intermediate rigger tasks, the advanced rigger must also demonstrate advanced level of proficiency in all the rigger tasks. The advanced rigger performs specific rigging operations as they relate to blind hoists, traveling with a load, working in close quarters, and lift procedures for personnel. The advanced rigger applies specific rigging criteria from the manufacturer or equipment representative to the safe and appropriate methods of erection, dismantling, jumping, and reconfiguring of cranes. The advanced rigger also applies specific rigging criteria for lifting a single load with multiple cranes. The advanced rigger is advanced rigger identifies and interpret load indicator and safety

devices, capacity or load charts, specific mechanical advantages, the center of gravity as it relates to the rigging operation, as well as the effects of angles or indirect pulling in the rigging operation. The advanced rigger is also proficient in the direction of single, multiple specialized lifts. The advanced rigger is knowledgeable and can demonstrate proficiency in the design, documentation, and implementation of lift planning.

Written Assessment Contents:

Domain	Topic Area	# of Questions
Communications	Hand signals/voice radio	5
Crane Operations	Boom angles, load radius, capacity & load charts, load indicator & safety devices, load weight estimation, traveling w/the load, working in close quarters, in depth crane knowledge, spec criteria for single & multi-lifts	10
Lifting Criteria	Center of gravity, effects of angles, eq. capacity calculations, vectors & sling angles, personnel lifting	15
Equipment	Come-along, chain hoist, tuggers & winches, jacks, softeners, rigging hardware, slings, rope	7
Rigging Practices	Blind lifts, load configurations, mechanical advantages, taglines, lifting points, reeving,	15
Lift Planning	Critical lifts, sling angles, load dynamics	10
Safety	Emergency procedures, hazards working next to power lines, fall protection	8
Total number of questions		70

The score for this assessment is 80.

NCCER

13614 Progress Blvd • Alachua, FL 32615 • 1-888-622-3720 • www.nccer.org



NCCER RIGGER CERTIFICATION PROGRAM

Applicant Instructions

The following criteria must be met before any certification documents will be issued:

1. Applicant must successfully complete the assessment for the desired level of rigger.
2. Applicant must complete and submit to the Primary Administrator, in its entirety, the Application for Rigger Practical Examination. *Applicant should be at least eighteen (18) years of age.
3. Applicant must successfully complete the NCCER practical examination on the specific level of rigging for which certification is sought.

Applicants meeting the above requirements will be granted "Certified Rigger" status for a period of five years from date of certificate issuance. NCCER reserves the right to withhold certification status from those individuals who lack the necessary talents to become Certified Riggers as outlined by federal and state regulations, or as needed for the particular job.

Once certified, it is the obligation of the Certified Rigger to notify NCCER of any significant changes in the medical, physical, or other abilities of the rigger that would affect certification status during the period of certification. **Notification of changes in abilities must be made to NCCER within 48 hours of change in ability; failure to do so constitutes immediate revocation of any and all certification types.**

ASSESSMENTS – LEVEL SPECIFIC

Directions: Certification is granted after both the assessment and practical examinations are successfully completed. Check the appropriate assessment that you have successfully completed or wish to take below.

Assessments

- Basic Rigger
- Intermediate Rigger
- Advanced Rigger

PRACTICAL EXAMINATION – LEVEL SPECIFIC

ONLY an NCCER Rigger/Signal Person Endorsed AAC that has an NCCER Rigger/Signal Person Practical Examiner affiliated with the center may conduct the practical examinations. The assessment and practical examination must match to ensure certification for that particular level of rigger.

Directions: You must register for at least one level-specific rigger practical examination. Check the appropriate rigging level for which you are applying below. If you wish to register for more than one practical examination, you must complete an application for each one.

Practical Examinations

- Basic Rigger
- Intermediate Rigger
- Advanced Rigger

Application for Rigger Practical Examination



Submitted by: _____
AAC Name

Primary Administrator Name Primary Administrator Signature

Confidentiality of Information: Information supplied by an individual or employer is for the confidential use of NCCER and will not be disclosed without the written permission of the individual or employer concerned. This application should be submitted to the Administrator of the NCCER AAC. The Administrator verifies Application completeness, maintains a copy for the AAC's file, and submits to NCCER within three (3) days.

Personal Data • Please Type or Print Only • Fill in Completely

Name (first, middle, last): _____

Social Security Number: _____ - _____ - _____

Home Phone: _____ Cell Phone: _____

Email: _____

Address: _____

City: _____ State: _____ Zip: _____

Employer: _____

Employer Address: _____

City: _____ State: _____ Zip: _____

Employer Phone: _____ Fax: _____

Check the appropriate level for which you are applying. (Check *only one* per application.)

- Basic Rigger Intermediate Rigger Advanced Rigger

By signing this application, I verify that I have passed a substance abuse test pursuant to my employer's drug and alcohol free workplace substance abuse policy, and that I will continue to comply with the requirements.

I also acknowledge that I have received a copy of the *Rigger Certification Program Candidate Handbook*. I further agree to the following conditions: a) to comply with the relevant provisions of the certification scheme, b) to make claims regarding certification only with respect to the scope for which certification has been granted, c) not to use the certification in such a manner as to bring the certification body into disrepute, and not to make any statement regarding the certification which the certification body may consider misleading or unauthorized, d) to discontinue the use of all claims to certification that contains any reference to the certification body or certification upon suspension or withdrawal of certification, and to return any certificates issued by the certification body, and e) not to use the certificate in a misleading manner.

In addition, I agree to abide by the conditions of certification and agree to inform the certifier of any changes affecting the status of the certification.

Applicant Signature Date (must match date of practical)

Email to: CraneCertification@nccer.org (or) Fax to: 386-518-6255 (or)
Mail to: NCCER Crane Certification Program, 13614 Progress Boulevard, Alachua, FL 32615



Registration and Release Form

Important: Type or print legibly. Any inaccuracies on this form may be reflected on trainee, participant, or instructor transcripts, training, and assessment records. All fields are required.

ATS/AAC Name: _____

I am a(n) (check one): Trainee Participant Instructor Performance Evaluator

Name: _____

SS#/NCCER Card #: _____ *(numbers other than SS# must be obtained from the Registry Department)*

Job Title (if applicable)*: _____

Address*: _____

City*: _____ State: _____ Zip: _____

Phone*: _____ Fax: _____ E-mail: _____

*(Required fields for individuals over 18 years of age, optional fields for individuals under 18 years of age.)

Company/School Name: _____

Company/School Address: _____

City: _____ State: _____ Zip: _____

Phone*: _____ Fax*: _____ E-mail*: _____

*(Optional)

I hereby authorize the NCCER Registry Department to verify information in my training records to Sponsor Representative/ Primary Administrator upon request. I release and hold harmless NCCER for this verification process.

Signature: _____ Date: _____

Parent/Guardian Signature*: _____ Date: _____

*(Required if individual is under 18 years of age.)

NOTE: To be entered in NCCER's Automated National Registry, you must complete and sign this Registration and Release form. This form must either be forwarded by your ATS/AAC to NCCER's Registry Department, or the ATS/AAC may choose to maintain the Registration and Release forms locally and provide the Registry Department with a blanket release form letter. This letter must include the signature of the Sponsor Representative/Primary Administrator or other authorized officer of the ATS/AAC.

Reports containing trainee/participant information, including score sheets, training prescriptions, and transcripts, should **NOT** be distributed without properly documented release information from the trainee/participant.

Mail / fax to: NCCER - Registry Department
13614 Progress Boulevard • Alachua, FL 32615
P 888.622.3720 ext. 6914/6916/6917/6918 • F 386.518.6255



- NOTES -

NCCER
www.nccer.org • 888-622-3720