

Heavy Equipment Operator

Training Policy



Admission Criteria

- Must be a member of Local 955 in good standing.
- Must have a minimum of 350 working hours with a contributing employer within the previous 12 months.
- Must be able to read, write, and communicate effectively in English to safely participate in training activities.

Health and Safety

- Students who require corrective lenses or hearing aids must wear them at all times while participating in training activities.
- Students must be able to recognize and respond to warning signals.
- CSA-approved work boots, safety glasses, and a hard hat are required.
- Students must disclose any prescription medication that may affect the safe operation of equipment or participation in training activities before the start of class.

Prerequisites

Students must meet one of the following requirements:

- Hold a current Compact Equipment Certificate (Skid Steer, Compact Track Loader (CTL), Telehandler, or Wheel Loader); or
- Provide a letter from an employer verifying relevant equipment operating experience obtained within the previous 24 months.

Attendance

- Students are expected to arrive on time for all scheduled training sessions.
- Students arriving more than 15 minutes late may be denied entry to the course.
- Repeated tardiness or unexplained absences may result in removal from the course.

Rules of Conduct

Students must:

- Follow all instructor directions, safety procedures, and training centre policies.
- Treat instructors, staff, and fellow participants with respect.
- Refrain from using abusive, discriminatory, harassing, or offensive language.
- Refrain from intentionally damaging training centre property or equipment.
- Not attend training while under the influence of alcohol or non-prescription drugs.

Dismissal Policy

The Training Centre reserves the right to immediately dismiss any student who:

- Operates equipment in an unsafe or reckless manner.
- Is under the influence of alcohol or non-prescription drugs.
- Commits theft, vandalism, or intentional damage to equipment or property.
- Engages in verbal abuse, physical abuse, harassment, threats, or disruptive behaviour toward instructors, staff, or other students.
- Refuses to follow instructor directions, safety procedures, or training schedules.
- Engages in academic dishonesty or falsification of training records.

Cancellation

- A minimum of two (2) weeks' notice is required to cancel or reschedule a course registration.
- Students who provide less than two weeks' notice or fail to attend will forfeit their deposit.
- Individuals who cancel late or fail to attend a scheduled course will not be eligible to book additional equipment training or request reimbursement for six (6) months from the original course date.

Deposit

- A \$250 deposit is required to register for Heavy Equipment Classes.
- The deposit will be refunded upon successful completion of the course.
- All refunds will be issued by direct deposit.