



The RMAEC has developed the following plan to resume operations for Laboratory for Certification of Asphalt Technicians (LabCAT) and training sessions at the Rocky Mountain Asphalt Education Center (RMAEC).

Our goal is to get all technicians certified as quickly as possible. We know we must be fluid in what we are doing, and that plans may need to change as time goes on.

Here is the plan to resume LabCAT certification and training sessions at the RMAEC:

- Training and Certification sessions will begin the week of May 11. **Sessions will be limited in size to 10 attendees per session.** This does not include the proctors or instructor. The proctors will remain in the labs where the proficiency testing will occur. Technicians will remain in the classroom until called for proficiency evaluation. This will allow for social distancing.
- Be prepared with any desired PPE. **FACE COVERINGS WILL BE REQUIRED** for all attendees and proctors. **NO FACE COVERING, NO ADMITTANCE. We will not be supplying any face masks!** Nitrile gloves are available. There is a limited supply of hand sanitizer. We have four sinks in the RMAEC facilities with adequate hand soap and paper towels. There are additional sinks in the men's and women's restrooms. There are restrooms on both levels in the building for frequent hand washing.
- We would hope nobody would attend if they are feeling sick in any way. We will be monitoring people who enter our training and certification facility. If they are exhibiting any Covid-19 symptoms, i.e. elevated temperatures, dry cough, tiredness (more than usual), or difficulty breathing, they will be asked to leave as a precaution for others.
- We will only be offering sealed foods for consumption. We have purchased wrapped snacks for the morning and will have food delivered for lunch during the initial startup in individual containers from local sources. Water will be available from our water cooler.
- The facilities will be sanitized each day at the conclusion of a session.

**Please reference the revised 2020 LabCAT Program Certification Schedule for May, June and July.** We will evaluate the need to add additional sessions in July or beyond if required. Your patience is appreciated while we "catch up for lost time" due to COVID-19. We will prioritize the sessions as follows:

- **Priority One** – Technicians/APM Inspectors who have never been certified
- **Priority Two** – Technicians/APM Inspectors who work for a Contractor, Consultant or Agency and will be needed on a remote project, away from their home office
- **Priority Three** - All others

**Please note:** The CDOT Chief Engineers office has extended LabCAT expiration dates for those who are currently certified to at least August 1<sup>st</sup>, 2020. Please keep this in mind as you select dates.

- **HOW DO I RESCHEDULE A CANCELED CERTIFICATION SESSION?**

If you were registered and confirmed for a certification session that was canceled in March or April, **YOU WILL NEED TO RESCHEDULE YOUR SESSION DATE.** This is your responsibility.

1. Reference the attached revised schedule and select 3 new dates. Based on the allowable safe distancing guidelines, the sessions will fill quickly, which is why you need to list 3 dates as options.
2. Send an email with the reschedule date requests. **Please do not send a new registration form. A quick email with your requested dates is all you need to do.** [rmaec@co-asphalt.com](mailto:rmaec@co-asphalt.com)
3. Be patient. You will receive a confirmation email with your rescheduled session date.
4. As always, prerequisite documentation is due the Wednesday before your session start date if it had not been previously received.

- **WILL I BE ABLE TO ATTEND MY SESSION IF IT WAS NOT CANCELED?**

If you were registered and confirmed for a certification session that was not canceled in May or June, your registration will be evaluated according to the priority process listed above. You will be contacted if you need to reschedule your session date.

- **I HAVE NOT YET REGISTERED, HOW DO I GET REGISTERED?**

1. Reference the attached revised schedule and select 3 dates. Based on the allowable safe distancing guidelines, the sessions will fill quickly, which is why you need to list 3 dates as options.
2. Complete the LabCAT registration and prerequisite form per the instructions on the form. Submit your registration request. Your registration request will be evaluated according to the priority process and available space.
3. A confirmation email will be sent.

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