



# Agreement to Host NWSA Practical Examiner Accreditation Program Workshop

## Telecommunications Tower Technician 1 & 2

NWSA appreciates your interest in hosting an NWSA Practical Examiner Accreditation Program (PEAP) Workshop. Now that you have decided to proceed, please complete the following steps:

1. Sign *this* agreement to host below, indicating that you agree to fulfill the terms and conditions of hosting a Workshop.
2. Complete Parts A through D on the second page of this Application Form.
3. Complete the accompanying Practical Test Site Application Form and submit it to NWSA.

Please note the following requirements in order to serve as a host for an NWSA Telecommunications Tower Technician 1 & 2 workshop. Initial next to each item, signifying your agreement.

\_\_\_ **Workshop Facilities.**

1. Two (2) or Three (3) towers meeting all specifications listed on Site Report. Two (2) towers would allow eight (8) attendees; three (3) towers would allow 12 attendees.
  - a. Sufficient space in the tower area for all attendees to work safely and without interruption.
2. One (1) complete set of all materials needed for the TTT-1 practical exam (see TTT-1 Site Report and NWSA universal mount assembly order form received after submitting Test Site Application)
3. One (1) complete set of all materials needed for the TTT-2 practical exam (see TTT-2 Site Report).
  - a. If a third tower is available, an additional set of all materials needed for the TTT-2 practical exam.
4. One (1) classroom large enough to hold all attendees (8-12 attendees depending on number of towers).
  - a. Sufficient desks/tables for all attendees and instructor table
  - b. Projector, projection screen, and connections to plug in a laptop
  - c. Whiteboard/chalkboard/easel
5. Restroom facilities

\_\_\_ **Personal Protective Equipment.**

1. Attendees will be responsible for providing their own ANSI Z89 hard hat or climbing helmet, full body tower harness (ANSI Z359), twin leg fall arrest lanyard (ANSI Z359), positioning device, Safety glasses/eye protection (ANSI Z87), gloves, and work boots. It is recommended that the host have spares of these items in case they are needed.

\_\_\_ **Food and Beverage.**

1. Continental breakfast each day of the workshop
2. Lunch each day of the workshop
3. Beverages (including water) available throughout the day

If you have any questions, please contact Jeniel Shaw at 703-459-9211 ext. 602 or email at [jeniel.shaw@nws-a.org](mailto:jeniel.shaw@nws-a.org)

**AGREEMENT TO HOST AN NWSA PRACTICAL EXAMINER WORKSHOP**

*By signing below, host agrees to host an NWSA Practical Examiner Accreditation Program Workshop. Host has read and understands the requirements as laid out in the documents provided, including the Test Site Coordinator Handbook, and agrees to abide by them. Host acknowledges that NWSA is not responsible, and does not maintain insurance coverage, for any activities at the host's workshop site. Host agrees to provide at least two weeks (10 business days) notice of any cancellation of the workshop.*

All workshops are scheduled for a duration of three (3) days and have a minimum requirement of three (3) attendees. Workshops are paid by attendees, with the host entitled to *one (1)* attendee registration at no cost.

Type (check one):        \_\_\_ Open        \_\_\_ Closed

Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**PART A**  
**Host Information.**

Contact Name \_\_\_\_\_

Host Company Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Country \_\_\_\_\_

Phone \_\_\_\_\_ Cell/Mobile Phone \_\_\_\_\_

Email Address \_\_\_\_\_

**PART B**  
**Workshop Site Information.**

Workshop Location Name \_\_\_\_\_

Workshop Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Country \_\_\_\_\_

Phone \_\_\_\_\_

**PART C**  
**Lodging Information.**

Please provide a recommendation for lodging and, if possible, an alternate hotel.

Hotel \_\_\_\_\_ Alternate Hotel \_\_\_\_\_

Address \_\_\_\_\_ Address \_\_\_\_\_

\_\_\_\_\_

Phone \_\_\_\_\_ Phone \_\_\_\_\_

Nearest Airport(s) \_\_\_\_\_

**PART D**  
**Workshop Dates.**

In order of preference, the three dates on which I would like to host a workshop are:  
*Please note that five (5) weeks advance notice is required:*

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_