

Entity Flagger Instructor

An entity shall employ at least one CDOT approved flagger instructor. Each flagger instructor shall complete, sign, date, and submit this form and required flagger instructor qualification documents with the **CDOT Flagger Training Entity Certification Application**. CDOT will review the submittals to determine instructor eligibility.

Entities shall ensure flagger instructors acquire and maintain the required certification credentials.

Entities shall submit the **Entity Change Form** within 14 days of any change(s) in flagger instructor employment, including: new hires, voluntary termination, and involuntary termination.

Flagger instructors shall:

- Instruct flagger training and certification in accordance with the **CDOT Flagger Training Entity Certification Application** and all CDOT Flagger Program requirements.
- Be physically present throughout the entire Flagger written and practical examination processes.
- Maintain confidentiality of all testing materials, exams, and answer keys by distributing exam materials immediately before the exam session and collecting all exam materials immediately after the exam session.
- Provide adequate space and distancing for students to ensure no talking or cheating occurs during the exam.
- Answer any questions appropriately during the class but not during the written exam, and immediately report information to CDOT if concerns arise regarding legitimacy of materials.
- Allow students to use the flagger manual and their notes during the exam.
- Not give exam answers before all students have completed the testing.

Flagger Instructor						
Name						
Email				Phone		
Flagger Instructor Qualifications COPIES OF CERTIFICATES AND/OR CERTIFICATION CARDS MUST BE ATTACHED. See page 5 for details.	ATSSA TCT Class Certificate	ATSSA TCS Class Certificate	ATSSA, CCA, WCCA, or NSC TCS Certification	ATSSA Flagger Certification	ATSSA Flagger Instructor Certification	
Certificate and Certification Expiration Date(s)						
I agree to abide by the requirements set forth by the CDOT Flagger Training Entity Program. If evidence of my violation to this agreement or “doctoring” of information is discovered, I understand that CDOT has the right to terminate my flagger instructor authorization and/or my entity’s flagger training certification.						
Instructor Signature				Date Signed		
CDOT Approval				Date Signed		

This signatory page shall be signed using either the Adobe Acrobat Certificates “Digitally Sign” feature or by signing a hard copy, scanning, and saving as an Adobe PDF. If neither signature option is possible, this form will need to be printed, signed, and mailed to our office. Entities shall retain a copy of this agreement for their records.