

NORS MATRIX (Minimum Training Durations) v15.0817

Below is the NORS Minimum Training Durations Matrix. If training does not meet these durations and has not been prior agreed by RTITB, the training may not be registered through NORS.

Please note we update the matrix from time to time and we will email you a new matrix when updates are made. We do not take responsibility for any training that does not meet the requirements of any updates.

The reductions below are calculated on the maximum course ratio (3.1.1) and should the course ratio be less, please contact the Standards Team (standards@rtitb.co.uk) who will advise on the duration of the reduction

Important: Please note the durations listed are the minimum total training and testing times and are not the total time the candidate(s) spend at the venue (breaks, lunch for example are not included in these durations)

Description	Status	Ratios & Hours			Reductions per Course (Hours)										
		3:1	2:1	1:1	1	2	3	4	5	6	7	8	9	10	
Counterbalanced Lift Truck (LTG 1) ABA Groups B1, B2	Novice	32.50	26.00	19.50	1.00	3.00	3.00	1.50	1.50	1.50	0.75		1.00	0.75	
	Existing	19.50	16.25	13.00	0.50	1.50	1.50	0.75	0.50	0.50	0.50		0.75	0.50	
	Refresher	6.50	5.50	4.50											
	Conversion to	13.00	9.75	6.50	0.50	2.50	1.25	0.75	0.50	0.50	0.25		0.75	0.25	
	Conv B/B from reach to c/b	9.75	6.50	5.00	0.50	2.50	1.25	0.75	0.50	0.50	0.25		0.75	0.25	
Only where organisations are specifically accredited & only for truck type specified. Back to back conversion must take place within one month of Reach course															
Reach Truck (LTG 2) ABA Groups A8, D1, D2	Novice	32.50	26.00	19.50	1.00	3.25	3.00	1.50	1.50	1.75	0.75			0.75	
	Existing	19.50	16.25	13.00	0.50	1.75	1.50	0.75	0.50	0.75	0.50			0.50	
	Refresher	6.50	5.50	4.50											
	Conversion to	13.00	9.75	6.50	0.50	2.75	1.25	0.75	0.50	0.75	0.75			0.25	
	Conv B/B from c/b to reach	9.75	6.50	5.00	0.50	2.75	1.25	0.75	0.50	0.75	0.75			0.25	
Only where organisations are specifically accredited & only for truck type specified. Back to back conversion must take place within one month of Counterbalance course															
Pedestrian Pallet Truck Low Level (LTG 4) ABA Group A1	Novice	9.00	7.50	6.00	0.50	0.50					0.25			0.50	
	Existing	6.50	5.50	4.50	0.25	0.50					0.25			0.25	
	Refresher	4.00	3.50	2.50											
	Conversion to	5.50	4.50	3.50	0.25	0.25					0.25				
Rider Pallet Truck Low Level (LTG 4) ABA Groups A2	Novice	9.00	7.50	6.00	0.50	0.50					0.25			0.50	
	Existing	6.50	5.50	4.50	0.25	0.50					0.25			0.25	
	Refresher	4.00	3.50	2.50											
	Conversion to	5.50	4.50	3.50	0.25	0.25					0.25				
Pedestrian Counterbalance Truck High Level (LTG 4) ABA Groups A3	Novice	18.00	15.00	12.00	0.50	2.50	0.50		1.00	1.00	0.25			0.50	
	Existing	10.00	8.50	7.00	0.25	1.50	0.25		0.50	0.50	0.25			0.25	
	Refresher	6.50	5.00	4.00											
	Conversion to	7.50	6.00	5.00	0.25	1.25	0.25		0.50	0.25	0.25				

Description	Status	Ratios & Hours			Reductions per Course (Hours)									
		3:1	2:1	1:1	1	2	3	4	5	6	7	8	9	10
Pedestrian Counterbalance Truck Eye Level (LTG 4) ABA Groups A3	Novice	12.25	10.00	7.75	0.50	1.50	0.50		1.00		0.25			0.50
	Existing	8.00	6.50	5.50	0.25	1.00	0.25		0.50		0.25			0.25
	Refresher	5.50	4.25	3.25										
	Conversion to	7.00	5.50	4.00	0.25	1.00	0.25		0.50		0.25			
Pedestrian Counterbalance Truck Low Level (LTG 4) ABA Groups A3	Novice	9.00	7.50	6.00	0.50	0.50	0.50				0.25			0.50
	Existing	6.50	5.50	4.50	0.25	0.50	0.25				0.25			0.25
	Refresher	4.00	3.50	2.50										
	Conversion to	5.50	4.50	3.50	0.25	0.25	0.25				0.25			
Rider Stacker Truck High Level (LTG 4) ABA Groups A4	Novice	18.00	15.00	12.00	0.50	2.50	0.50		1.00	1.00	0.25			0.50
	Existing	10.00	8.50	7.00	0.25	1.50	0.25		0.50	0.50	0.25			0.25
	Refresher	6.50	5.00	4.00										
	Conversion to	7.50	6.00	5.00	0.25	1.25	0.25		0.50	0.25	0.25			
Rider Stacker Truck Eye Level (LTG 4) ABA Groups A4	Novice	12.25	10.00	7.75	0.50	1.50	0.50		1.00		0.25			0.50
	Existing	8.00	6.50	5.50	0.25	1.00	0.25		0.50		0.25			0.25
	Refresher	5.50	4.25	3.25										
	Conversion to	7.00	5.50	4.00	0.25	1.00	0.25		0.50		0.25			
Rider Stacker Truck Low Level (LTG 4) ABA Groups A4	Novice	9.00	7.50	6.00	0.50	0.50	0.50				0.25			0.50
	Existing	6.50	5.50	4.50	0.25	0.50	0.25				0.25			0.25
	Refresher	4.00	3.50	2.50										
	Conversion to	5.50	4.50	3.50	0.25	0.25	0.25				0.25			
Pedestrian Stacker Truck High Level (LTG 4) ABA Groups A5	Novice	18.00	15.00	12.00	0.50	2.50	0.50		1.00	1.00	0.25			0.50
	Existing	10.00	8.50	7.00	0.25	1.50	0.25		0.50	0.50	0.25			0.25
	Refresher	6.50	5.00	4.00										
	Conversion to	7.50	6.00	5.00	0.25	1.25	0.25		0.50	0.25	0.25			
Pedestrian Stacker Truck Eye Level (LTG 4) ABA Groups A5	Novice	12.25	10.00	7.75	0.50	1.50	0.50		1.00		0.25			0.50
	Existing	8.00	6.50	5.50	0.25	1.00	0.25		0.50		0.25			0.25
	Refresher	5.50	4.25	3.25										
	Conversion to	7.00	5.50	4.00	0.25	1.00	0.25		0.50		0.25			
Pedestrian Stacker Truck Low Level (LTG 4) ABA Groups A5	Novice	9.00	7.50	6.00	0.50	0.50	0.50				0.25			0.50
	Existing	6.50	5.50	4.50	0.25	0.50	0.25				0.25			0.25
	Refresher	4.00	3.50	2.50										
	Conversion to	5.50	4.50	3.50	0.25	0.25	0.25				0.25			
Pedestrian Straddle Truck High Level (LTG 4) ABA Groups A6	Novice	18.00	15.00	12.00	0.50	2.50	0.50		1.00	1.00	0.25			0.50
	Existing	10.00	8.50	7.00	0.25	1.50	0.25		0.50	0.50	0.25			0.25
	Refresher	6.50	5.00	4.00										
	Conversion to	7.50	6.00	5.00	0.25	1.25	0.25		0.50	0.25	0.25			
Pedestrian Straddle Truck Eye Level (LTG 4) ABA Groups A6	Novice	12.25	10.00	7.75	0.50	1.50	0.50		1.00		0.25			0.50
	Existing	8.00	6.50	5.50	0.25	1.00	0.25		0.50		0.25			0.25
	Refresher	5.50	4.25	3.25										
	Conversion to	7.00	5.50	4.00	0.25	1.00	0.25		0.50		0.25			

Description	Status	Ratios & Hours			Reductions per Course (Hours)									
		3:1	2:1	1:1	1	2	3	4	5	6	7	8	9	10
Pedestrian Straddle Truck Low Level (LTG 4) ABA Groups A6	Novice	9.00	7.50	6.00	0.50	0.50	0.50				0.25			0.50
	Existing	6.50	5.50	4.50	0.25	0.50	0.25				0.25			0.25
	Refresher	4.00	3.50	2.50										
	Conversion to	5.50	4.50	3.50	0.25	0.25	0.25				0.25			
Pedestrian Reach Truck High Level (LTG 4) ABA Groups A7	Novice	18.00	15.00	12.00	0.50	2.50	0.50		1.00	1.00	0.25			0.50
	Existing	10.00	8.50	7.00	0.25	1.50	0.25		0.50	0.50	0.25			0.25
	Refresher	6.50	5.00	4.00										
	Conversion to	7.50	6.00	5.00	0.25	1.25	0.25		0.50	0.25	0.25			
Pedestrian Reach Truck Eye Level (LTG 4) ABA Groups A7	Novice	12.25	10.00	7.75	0.50	1.50	0.50		1.00		0.25			0.50
	Existing	8.00	6.50	5.50	0.25	1.00	0.25		0.50		0.25			0.25
	Refresher	5.50	4.25	3.25										
	Conversion to	7.00	5.50	4.00	0.25	1.00	0.25		0.50		0.25			
Pedestrian Reach Truck Low Level (LTG 4) ABA Groups A7	Novice	9.00	7.50	6.00	0.50	0.50	0.50				0.25			0.50
	Existing	6.50	5.50	4.50	0.25	0.50	0.25				0.25			0.25
	Refresher	4.00	3.50	2.50										
	Conversion to	5.50	4.50	3.50	0.25	0.25	0.25				0.25			
Rough Terrain Masted Lift Truck (LTG 5) ABA Groups J1	Novice	37.50	30.00	22.00	1.00		6.00	1.00	4.00	2.00	2.00	8.00	0.33	
	Existing	20.00	16.50	13.00	1.00		3.00	1.00	3.00	1.50	1.50	6.00	0.33	
	Refresher	7.50	6.25	4.50										
	Conversion to	15.00	11.25	7.50	1.00		3.00	1.00	2.00	1.00	1.00	4.00	0.25	
Rough Terrain Telescopic Handler (LTG 6) ABA Groups J2, J3	Novice	37.50	30.00	22.00	1.00		6.00	1.00	4.00	2.00	2.00	8.00	0.33	
	Existing	20.00	16.50	13.00	1.00		3.00	1.00	3.00	1.50	1.50	6.00	0.33	
	Refresher	7.50	6.25	4.50										
	Conversion to	15.00	11.25	7.50	1.00		3.00	1.00	2.00	1.00	1.00	4.00	0.25	
Industrial Telescopic Handler (LTG 7) ABA Groups J4, J5	Novice	37.50	30.00	22.00	1.00	6.00	6.00	1.00	4.00	2.00	2.00		0.33	
	Existing	20.00	16.50	13.00	1.00	3.00	3.00	1.00	3.00	1.50	1.50		0.33	
	Refresher	7.50	6.25	4.50										
	Conversion to	15.00	11.25	7.50	1.00	3.00	3.00	1.00	2.00	1.00	1.00		0.25	
Pivot Steer Lift Truck (LTG 8) ABA Groups P1	Novice	37.50	30.00	22.00	1.00	6.00	6.00	1.00	4.00	2.00	2.00		0.75	0.50
	Existing	20.00	16.50	13.00	1.00	3.00	3.00	1.00	3.00	1.50	1.50		0.33	0.25
	Refresher	7.50	6.25	4.50										
	Conversion to	15.00	11.25	7.50	1.00	3.00	3.00	1.00	2.00	1.00	1.00		0.25	0.25
Electric Tow Tractor (LTG 9) ABA Groups H1, H2	Novice	7.50	5.50	3.50										0.50
	Existing	6.75	5.00	3.25										0.50
	Refresher	5.75	4.25	3.00										
	Conversion to	6.75	5.00	3.25										0.50
Vehicle Mounted Lift Truck (LTG 10) ABA Groups TD1	Novice	37.50	30.00	22.00	1.00		6.00	1.00	4.00	2.00	2.00	8.00	0.33	
	Existing	20.00	16.50	13.00	1.00		3.00	1.00	2.00	1.50	1.50	6.00	0.33	
	Refresher	7.50	6.25	4.50										
	Conversion to	15.00	11.25	7.50	1.00		3.00	1.00	2.00	1.00	1.00	4.00	0.25	

Description	Status	Ratios & Hours			Reductions per Course (Hours)										
		3:1	2:1	1:1	1	2	3	4	5	6	7	8	9	10	
Mobile Elevating Work Platform Vehicle Mounted Scissor Lift (LTG 16) ABA Groups 3A	Novice	14.00	11.00	8.00											
	Existing	11.00	8.00	5.00											0.50
	Refresher	7.50	6.00	4.50											
	Conversion to	11.00	8.00	5.00											0.25
Mobile Elevating Work Platform Vehicle Mounted Articulated Boom (LTG 16) ABA Groups 1B	Novice	14.00	11.00	8.00											0.50
	Existing	11.00	8.00	5.00											0.50
	Refresher	7.50	6.00	4.50											
	Conversion to	11.00	8.00	5.00											0.25
Mobile Elevating Work Platform Vehicle Mounted Telescopic Boom (LTG 16) ABA Groups 1B, 3B	Novice	14.00	11.00	8.00											0.50
	Existing	11.00	8.00	5.00											0.50
	Refresher	7.50	6.00	4.50											
	Conversion to	11.00	8.00	5.00											0.25
Vehicle Mounted Hydraulic Loader (LTG 17)	Novice	22.50	18.75	15.00										0.25	
	Existing	15.00	11.25	7.50										0.25	
	Refresher	7.50	6.25	4.50											

		12:1	11:1	10:1	9:1	8:1	7:1	6:1	5:1	4:1	3:1	2:1	1:1	
Managing and Supervising Material Handling Equipment Operations (LTG 31)	Novice	7.25	7.25	7.25	7.25	7.25	7.25	7.25	7.25	7.25	7.25	7.25	7.25	
	Refresher	7.25	7.25	7.25	7.25	7.25	7.25	7.25	7.25	7.25	7.25	7.25	7.25	
Manual Handling in Transport, Warehousing and Logistics (LTG 32)	Novice					7.50	7.25	6.75	6.50	6.25	5.75	5.50	5.25	
	Refresher					7.50	7.25	6.75	6.50	6.25	5.75	5.50	5.25	
Commercial Goods Vehicle Banksman (LTG 40)	Novice									5.50	4.75	4.25	3.75	3.25
	Refresher									4.00	3.50	3.00	2.50	2.00
Safety in Slings and Signalling (Rigging and Banksman) (LTG 1702)	Novice										21.00	18.75	16.50	14.50
	Existing										17.50	15.50	13.50	11.25
	Refresher										9.25	7.75	6.25	4.75

Please note with regards to the hours format: 0.25 = 15 minutes, 0.50 = 30 minutes, 0.75 = 45 minutes etc

Restrictions

Number	Restricted Certificate Topic
1	Operator has not received any instruction with regard to loading or unloading a vehicle
2	Operator has not received any instruction in the use of industrial racking systems
3	Operator has not received any instruction in the use of free standing stacks
4	Operator has not received any instruction in the use of bulk stacking
5	Operator has not received any instruction to enable them to carry out stacking or de-stacking at eye level
6	Operator has not received any instruction to enable them to carry out stacking or de-stacking at high level
7	Operator has not received any instruction to enable them to operate the machines on inclines
8	Where Rough Terrain Machines are used for operator training, operator has not received any instruction to enable them to operate the machine on rough terrain
9	Operator has not received any instruction in the refuelling /replenishment of a vehicle (LPG,CNG, Diesel)
10	Operator has not received any instruction in the care and maintenance of motive power sources (Electric trucks)