

HOW TO HOST A UNH T² Center Workshop



***Host receives 3 free seats to the workshop.*

These are the criteria needed to host (some may have special requirements depending on the workshop topic):

- A space that can seat at least 20 people preferably at a table
- Parking for attendees
- Restrooms to accommodate the number of attendees
- Helpful but not necessary:
 - AV equipment/projector screen/projector
 - A restaurant/caterer/food source close enough to provide breakfast and/or lunch

Flagger Certification (max # of attendees/day = 25):

- area large enough to set up and perform skills test (if it's outside and is an active traffic flow area-parking lot, etc. then a work zone would need to be established to administer skills test).

Lines, Levels, Layouts (max # of attendees/day = 18):

- Unpaved area roughly 200' long (to set up transits, drive stakes, lay out a square building, shoot grades. (If area is flat, then sand bags and a piece of pipe is needed)

Trench Safety (max # of attendees/day = 25):

- Outside area large enough to dig a trench to fit a trench box
- Excavator (if trench box is steel)
- Lifting chain and tagline

Installation & Maintenance of Culverts (if there is a hands on portion, max # of attendees/day = 15):

- Approval from your select board
- Need OK from your town's insurance company

Heavy equipment workshops: *If host is offering heavy equipment usage, that piece of equipment will be required for all Hands On workshop days.

DigSafe must be checked for ALL training that requires digging

Backhoe (max # of attendees/day for hands on portion = 4):

- A 10-12' long area to be able to dig short trenches (they will be filled back in afterwards)
- A space to set up a skills exercise

Excavator Hands On Only (max # of attendees/day = 4):

- 10-12' space to dig numerous short trenches,
- Space to dig holding ponds (4-5' in diameter, 2-3' deep)
- Space to build a mound large enough to put the excavator on

Basic Grader (max # of attendees/day for hands on portion = 4):

- Large gravel pit or a roughly .5mile stretch of road
- An area roughly 200' long for skills portion

Grader II Hands On Only (max # of attendees/day = 4):

- Gravel road(s) longer than .5miles with challenging terrain
- An area roughly 200' long for skills portion

Snow Plowing for New Operators:

- Plow truck w/ auto transmission (to accommodate CDL restrictions)
- Cones, barrels (an area to set up skills similar to the plow rally course)
- Wing

For further questions regarding workshop requirements, please contact the UNH T² Center at 603-862-2826 or email us at t2.center@unh.edu.