

CROR Qualified PTS Process

This process is intended to allow workers of companies on Metrolinx prequalified Track Protection Services list to achieve their PTS certification and ID Card by requesting exemption from attending the PTS course session and directly completing the competency test. A list of prequalified providers is available at the end of the form.

Only CROR certifications issued by a Metrolinx approved vendor are accepted. Please note that CN/CP CROR certifications are not approved by Metrolinx even when accompanied with valid TWSI training.

The process will require anyone meeting the above requirements to successfully complete the competency test with a minimum score of 80%. All PTS supporting documentation is provided on the PTS website so they have all the information required to complete the competency test.

Instructions

1. Create your Competence Management System (CMS) account profile using a unique email address (shared or universal company email addresses are not permitted). Refer to the "**Self-Registration and CMS Account Setup**" Job Aid available on the PTS website.
2. Immediately update your account profile information (personal information, mailing address, and photo). Refer to the "**CMS Navigation and Account Profile Setup**" Job Aids available on the PTS website.
3. Follow the exemption request process defined in the "**Requesting Exemption from PTS Session**" Job Aid available on the PTS website.
4. Submit a copy of your valid CROR card/credentials to MXSafetyComptence@metrolinx.com. Ensure to specify in the email header: **Requesting Exemption from PTS Course Session – Full Name – Company**.
5. Your request will be reviewed. When approved, you will receive an email notification that you are authorized to access and complete the PTS competency test.

Metrolinx Prequalified Track Protection Services providers:

- RailTerm Maintenance Services (10262595 Canada Inc.)
- A & B Rail Services Ltd.
- Cando Rail Services Ltd.
- OWS Railroad Construction & Maintenance Ltd.
- PNR RailWorks Inc.
- The Toronto Terminals Railway Co. Ltd.