

NORS MATRIX (Minimum Training Durations)

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 will post the new matrix on our website. We do not take responsibility for any training not meeting the requirements of any updates.

Description	Status	Ratios & Hours			Reductions per course (hours)								
		3:1	2:1	1:1	1	2	3	4	5	6	7	8	9
Counterbalanced Lift Truck (LTG 1)	Novice	37.50	30.00	22.00	1.00	6.00	6.00	1.00	4.00	2.00	2.00		
	Existing	20.00	16.50	13.00	1.00	3.00	3.00	1.00	3.00	1.50	1.50		
	Refresher	7.50	6.25	4.50	0.50	1.00	1.00	0.50	2.00	1.00	1.00		
	Conversion to	15.00	11.25	7.50	1.00	3.00	3.00	1.00	2.00	1.00	1.00		
	Conversion B/B from reach to c/b	10.50	8.00	5.75	Only where organisations are specifically accredited & only for truck types specified								
Reach Truck (LTG 2)	Novice	37.50	30.00	22.00	1.00	6.00	6.00	1.00	4.00	2.00	2.00		
	Existing	20.00	16.50	13.00	1.00	3.00	3.00	1.00	3.00	1.50	1.50		
	Refresher	7.50	6.25	4.50	0.50	1.00	1.00	0.50	2.00	1.00	1.00		
	Conversion to	15.00	11.25	7.50	1.00	3.00	3.00	1.00	2.00	1.00	1.00		
	Conversion B/B from c/b to reach	10.50	8.00	5.75	Only where organisations are specifically accredited & only for truck types specified								
Pallet Truck (L/L) - Pedestrian Operated (LTG 4)	Novice	15.00	12.25	9.50							2.00		
	Existing	12.50	10.25	8.00							1.50		
	Refresher	7.00	5.75	4.75							1.00		
	Conversion to	4.50	3.25	2.50							1.00		
Pallet (E/L) Stacker Truck - Pedestrian Operated (LTG 4)	Novice	17.00	13.75	10.50	1.00	6.00	6.00	1.00	2.00		2.00		
	Existing	14.00	11.50	9.00	1.00	3.00	3.00	1.00	1.50		1.50		
	Refresher	7.00	5.75	4.75	0.50	1.00	1.00	0.50	1.00		1.00		
	Conversion to	6.25	4.50	3.00	0.50	0.50	0.50	0.50	1.00		1.00		
Pallet (H/L) Stacker Truck - Pedestrian Operated (LTG 4)	Novice	19.50	15.75	12.00	1.00	6.00	6.00	1.00	4.00	2.00	2.00		
	Existing	15.00	12.25	10.00	1.00	3.00	3.00	1.00	3.00	1.50	1.50		
	Refresher	7.00	5.75	4.75	0.50	1.00	1.00	0.50	2.00	1.00	1.00		
	Conversion to	7.00	5.75	4.75	0.50	0.50	0.50	0.50	1.00	1.00	1.00		
Rough Terrain Masted Lift Truck (LTG 5)	Novice	37.50	30.00	22.00	1.00		6.00	1.00	4.00	2.00	2.00	8.00	
	Existing	20.00	16.50	13.00	1.00		3.00	1.00	3.00	1.50	1.50	6.00	
	Refresher	7.50	6.25	4.50	0.50		1.00	0.50	2.00	1.00	1.00	4.00	
	Conversion to	15.00	11.25	7.50	1.00		3.00	1.00	2.00	1.00	1.00	4.00	
Rough Terrain Telescopic Handler (LTG 6)	Novice	37.50	30.00	22.00	1.00		6.00	1.00	4.00	2.00	2.00	8.00	
	Existing	20.00	16.50	13.00	1.00		3.00	1.00	3.00	1.50	1.50	6.00	
	Refresher	7.50	6.25	4.50	0.50		1.00	0.50	2.00	1.00	1.00	4.00	
	Conversion to	15.00	11.25	7.50	1.00		3.00	1.00	2.00	1.00	1.00	4.00	
Rough Terrain Articulated Lift Truck	Novice	37.50	30.00	22.00	1.00		6.00	1.00	4.00	2.00	2.00	8.00	
	Existing	20.00	16.50	13.00	1.00		3.00	1.00	3.00	1.50	1.50	6.00	
	Refresher	7.50	6.25	4.50	0.50		1.00	0.50	2.00	1.00	1.00	4.00	
	Conversion to	15.00	11.25	7.50	1.00		3.00	1.00	2.00	1.00	1.00	4.00	

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		3:1	2:1	1:1	1	2	3	4	5	6	7	8	9
Industrial Telescopic Handler (LTG 7)	Novice	37.50	30.00	22.00	1.00	6.00	6.00	1.00	4.00	2.00	2.00		
	Existing	20.00	16.50	13.00	1.00	3.00	3.00	1.00	3.00	1.50	1.50		
	Refresher	7.50	6.25	4.50	0.50	1.00	1.00	0.50	2.00	1.00	1.00		
	Conversion to	15.00	11.25	7.50	1.00	3.00	3.00	1.00	2.00	1.00	1.00		
Pivot-steer Lift Truck (LTG 8)	Novice	37.50	30.00	22.00	1.00	6.00	6.00	1.00	4.00	2.00	2.00		
	Existing	20.00	16.50	13.00	1.00	3.00	3.00	1.00	3.00	1.50	1.50		
	Refresher	7.50	6.25	4.50	0.50	1.00	1.00	0.50	2.00	1.00	1.00		
	Conversion to	15.00	11.25	7.50	1.00	3.00	3.00	1.00	2.00	1.00	1.00		
Vehicle-mounted Lift Truck (LTG 10)	Novice	37.50	30.00	22.00	1.00		6.00	1.00	4.00	2.00	2.00	8.00	
	Existing	20.00	16.50	13.00	1.00		3.00	1.00	2.00	1.50	1.50	6.00	
	Refresher	7.50	6.25	4.50	0.50		1.00	0.50	2.00	1.00	1.00	4.00	
	Conversion to	15.00	11.25	7.50	1.00		3.00	1.00	2.00	1.00	1.00	4.00	
Multi-directional Lift Truck (LTG 11)	Novice	37.50	30.00	22.00	1.00	6.00	6.00	1.00	4.00	2.00	2.00		
	Existing	20.00	16.50	13.00	1.00	3.00	3.00	1.00	3.00	1.50	1.50		
	Refresher	7.50	6.25	4.50	0.50	1.00	1.00	0.50	2.00	1.00	1.00		
	Conversion to	15.00	11.25	7.50	1.00	3.00	3.00	1.00	2.00	1.00	1.00		
Narrow-aisle Man-up Lift Truck (LTG 12)	Novice	37.50	30.00	22.00					4.00	2.00			
	Existing	20.00	16.50	13.00					3.00	1.50			
	Refresher	7.50	6.25	4.50					2.00	1.00			
	Conversion to	15.00	11.25	7.50					2.00	1.00			
Narrow-aisle Man-down Lift Truck (LTG 12)	Novice	37.50	30.00	22.00					4.00	2.00			
	Existing	20.00	16.50	13.00					3.00	1.50			
	Refresher	7.50	6.25	4.50					2.00	1.00			
	Conversion to	15.00	11.25	7.50					2.00	1.00			
Order Picker - High Level (LTG 13)	Novice	37.50	29.00	20.50					4.00	2.00			
	Existing	22.50	18.75	15.00					3.00	1.50			
	Refresher	7.50	6.25	4.50					2.00	1.00			
	Conversion to	15.00	11.25	7.50					2.00	1.00			
Order Picker - Medium Level (LTG 13)	Novice	32.75	27.75	20.25					2.00				
	Existing	21.00	18.00	13.50					1.50				
	Refresher	7.50	6.25	4.50					1.00				
	Conversion to	15.00	11.25	7.50					1.00				
Order Picker - Low Level (LTG 13)	Novice	28.00	24.75	18.75									
	Existing	19.50	17.25	12.75									
	Refresher	7.50	6.25	4.50									
	Conversion to	15.00	11.25	7.50									
Sideloader (LTG 14)	Novice	37.50	30.00	22.00	1.00	6.00	6.00		4.00	2.00	2.00		
	Existing	20.00	16.50	13.00	1.00	3.00	3.00		3.00	1.50	1.50		
	Refresher	7.50	6.25	4.50	0.50	1.00	1.00		2.00	1.00	1.00		
	Conversion to	15.00	11.25	7.50	1.00	3.00	3.00		2.00	1.00	1.00		

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		3:1	2:1	1:1	1	2	3	4	5	6	7	8	9
Tow Tractor - Pedestrian	Novice		22.50	15.00									
	Existing		15.00	11.25									
	Refresher		6.25	4.50									
	Conversion to												
Tow Tractor - Rider	Novice		22.50	15.00									
	Existing		15.00	11.25									
	Refresher		6.25	4.50									
	Conversion to												
Mobile Elevating Work Platform - Self Drive - Scissor Lift (LTG 16)	Novice	14.00	11.00	8.00									
	Existing	11.00	8.00	5.00									
	Refresher	7.50	6.00	4.50									
	Conversion to	11.00	8.00	5.00									
Mobile Elevating Work Platform - Self Drive - Articulated Boom (LTG 16)	Novice	14.00	11.00	8.00									
	Existing	11.00	8.00	5.00									
	Refresher	7.50	6.00	4.50									
	Conversion to	11.00	8.00	5.00									
Mobile Elevating Work Platform - Self Drive - Telescopic Boom (LTG 16)	Novice	14.00	11.00	8.00									
	Existing	11.00	8.00	5.00									
	Refresher	7.50	6.00	4.50									
	Conversion to	11.00	8.00	5.00									
Mobile Elevating Work Platform - Vehicle-Mounted - Scissor Lift (LTG 16)	Novice	14.00	11.00	8.00									
	Existing	11.00	8.00	5.00									
	Refresher	7.50	6.00	4.50									
	Conversion to	11.00	8.00	5.00									
Mobile Elevating Work Platform - Vehicle-Mounted - Telescopic Boom (LTG 16)	Novice	14.00	11.00	8.00									
	Existing	11.00	8.00	5.00									
	Refresher	7.50	6.00	4.50									
	Conversion to	11.00	8.00	5.00									
Vehicle-mounted Hydraulic Loader (LTG 17)	Novice	22.50	18.75	15.00									
	Existing	15.00	11.25	7.50									
	Refresher	7.50	6.25	4.50									
Lift Truck Instructor Examiner (LTG 27)	Basic	75.00											
	Assimilation	37.50											
	Re-registration	22.50											
Lift Truck Safety Awareness (Managers & Supervisors) (LTG 31)	Certification	6.25											
	Recertification	6.25											
Industrial Truck Service Engineer	Certification	15.00											
	Recertification	7.50											