



OSL Application for Signing Authority (NEW)- Schedule A-1

Name	Last	First	M. Initial	SA#
	_____	_____	_____	_____
Residential Address	Street _____ City _____			
	Home phone _____		Postal Code _____	
Your Business Address	Business Name (if applicable) _____			
	Street _____		City _____	
	Business phone _____		Postal Code _____	
Other Contact Information	Cell _____		Email _____	
Current OSL approved Sites Addresses for Air Brake Course Instruction: (Please complete page 2 of this application)				
<u>** ALL SECTIONS MUST BE COMPLETED IN FULL **</u>				

..... ABE Instructor Certificate # DATE ABE Certificate Techniques Instructor Certificate # DATE of Techniques Instructor Certificate
..... Driver License number	 Class of Driver License Number years Current class license held (consecutive)

Item	Certificate #	Dated	Where from
OSL – training qualifications: ▪ Attach copy of OSL Techniques of Instruction certificate (or equivalency); ▪ Attach copy of OSL Air Brake Program certificate.
MTO Driver Certification requirements must be met: ▪ <i>Attach proof of a valid driver's license having a Z-endorsement for a minimum of three (3) years;</i> ▪ Consent authorizing OSL to generate copy of an acceptable driving record as required by MTO DCP – copy of a current driver license abstract every six months. Signature:	Attach..... Attach..... Attach.....	
Other Relevant Qualifications (from most recent; submit verifiable copies of all certificates for completed educational courses):			
	Attach.....
	Attach.....
	Attach.....
	Attach.....

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Current OSL approved Sites /Addresses for Air Brake Course Instruction:

1st location – effective date (approved by OSL):

Business Address for delivery of Air Brake Course			
	Street	City	Postal Code
Practical test site address	Same as above address: Or		
	Street	City	Postal Code
Contact	Telephone		Email

2nd location – effective date (approved by OSL):

Business Address for Delivery of Air Brake Course			
	Street	City	Postal Code
Practical test site address	Same as above address: Or		
	Street	City	Postal Code
Contact	Telephone		Email

I understand that I must inform the Ontario Safety League of any changes to the Approved Sites listed above immediately IN WRITING.

Signature: _____

Other RA – Names of any other RA you are working with or intend to work with:

are you currently a Signing Authority for anyone else besides OSL? ☐ No ☐ Yes

If yes, please list names of Recognized Authorities:

Name & Address			
	Street	City	Postal Code
Name & Address			
	Street	City	Postal Code
	Failure to notify the OSL of your association with another RA could result in expulsion from the OSL program.		
	Signature: _____		



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Consent Form for OSL Website Listing

Do you consent to allow the OSL to display your name and contact information on its website for marketing purposes as an OSL Air Brake Instructor and Signing Authority?

☐ No ☐ Yes

If yes, select your preferred region:

☐ Greater GTA ☐ Golden Horseshoe ☐ Western ☐ Central ☐ Eastern ☐ Northern

MAINTAINING YOUR GOOD STANDING AS AN ACTIVE SIGNING AUTHORITY

1. You must remain in good standing with the OSL to continue offering the OSL Air Brake course as an ACTIVE OSL Signing Authority and be promoted on the OSL website.
2. OSL Signing Authorities are required to deliver the Air Brake Endorsement course to a minimum of 60 participants per year (under review)
3. OSL Signing Authorities are required to deliver a minimum of one (1) Air Brake Endorsement course per calendar quarter (under review).
4. You must consent to allow OSL to pull a Driver's Abstract every 12 months to confirm driving record is in good standing as required by the MTO Driver Certification program.
5. You must not accumulate ANY demerit points (zero) on your Driver's License or let your Commercial Driver's License lapse. Any changes to the above must be notified immediately to the OSL writing. You must cease delivering the OSL Air Brake courses immediately.
6. You must keep all your participant records for a minimum period of 1 year from course completion date. These records must be kept in a secure environment and be available for inspection by the OSL at any time.
7. You must keep your financial account with OSL in good standing. Delay in payments due could affect your active status and impact on courses numbers being issued. Currently we expect each SA to provide a valid Credit Card on file to enable us to process charges to.
8. You must pay upfront the Air Brake program re-validation fee of **\$345 + HST** per year to maintain your active status.
9. You must surrender, upon written request from the OSL, all Air Brake Instructor materials including your laminated test papers, magnetic sign, identity card, and other Air Brake course related materials, where applicable.
10. Selling OSL Air Brake certificates is considered fraud and will be treated as such, i.e. revocation from the program and criminal charges.
11. Providing test papers to participants or answers to MTO test papers is not acceptable and subject to suspension.
12. Submitting course results for processing certificates without the participant completing the Air Brake course requirements successfully is considered fraud and will be treated as such, i.e. revocation from the program and criminal charges.
13. All OSL Signing Authorities instructing the Air Brake courses are required to conduct themselves in a professional manner at all times and observe laws of the applicable jurisdiction. In addition, when delivering an OSL Air Brake course, Signing Authorities must adhere to all existing MTO Driver Certification Program policies, all existing and new OSL policies and guidelines. The new guidelines effective July 1st each year will supersede previous OSL Air Brake program guidelines where applicable.
14. The OSL reserves the right to action any violation of the guidelines with the proposed sanctions (see attached Guideline Compliance Sanctions – Schedule C) but is not limited to the proposed penalties if further action is required to be undertaken by the Ontario Safety League.
15. The OSL reserves the right to revoke your OSL Signing Authority to deliver the Air Brake Endorsement course at any time. You will be notified in writing along with the MTO.

I, _____, have completed all relevant training and I confirm that I have read the OSL Air Brake program guidelines and attached schedules. I confirm that I understand the guidelines and the sanctions for non-compliance.

I agree to adhere to the MTO Driver Certification Guidelines and OSL Air Brake Program guidelines.

Signing Authority

Ontario Safety League (Recognized Authority)

Signature: _____

Date: _____

Angelo G. DiCicco.
Ontario Safety League President & CEO