



Affiliated

SYSTEMS SCAFFOLDING PRODUCT TRAINING ENDORSEMENTS APPLICATION FORM

Please note your application will take up to 12 working days to process from the date we receive it, see notes on page 2 of application for further guidance on the application process



SECTION A - Card holder section - please complete this section

A1 Your details:

Title, Surname, Forename, Home Address, Postcode

PHOTO
You must attach a passport style photograph if you have not passed the CITB Health, safety and environment test within the last 2 years

Registration No., National Insurance No., Telephone Number, Date of Birth

E-mail address:

A2 Send my card to: my home address, The company address in section C, a different address, which is: Postcode

A3 I confirm to the best of my knowledge the information above is correct and I agree to comply with the CISRS criteria as laid out overleaf and in the CISRS Scheme Booklet.

Please note that all application fees are non-refundable. If your application is incomplete you will be given 180 days to resolve any issues. Any applications returned after 180 days will be subject to an additional £26.50 non-refundable application fee.

The information you provide to us will be used for administering the CISRS Scheme and for purposes connected with our role as an Industrial Training Board in accordance with the Industrial Training Act 1982.

Your data will be held securely and treated confidentially and will not be disclosed to external parties other than as required for the purposes described above, which may include sharing your information on a construction training register as well as with employers, awarding organisations or training providers.

For information explaining your legal rights and how we use your information, please view our Privacy Notice online at www.citb.co.uk/privacy.

Applicant Signature

Signature box

Date: DD MM YYYY

Please send VAT receipt

SECTION B - Details of Systems to be endorsed

Details of Systems Type/Brand to be endorsed:

Grid for system details

Please ensure you attach copies of all certificates with your application.

Card Type to be endorsed: (Please tick) Trainee, Scaffolder, Advanced

SECTION C - to be completed by your current/previous Employer or Training Provider

By completing this declaration I confirm that the person mentioned in section A has attended and completed the relevant course of training.

Company name (if applicable), Address, Postcode

Signature, Print name, Position, Telephone number, E-mail address

Authorisation code (See reverse of form for use)

PLEASE READ THE FOLLOWING CISRS REQUIREMENTS CAREFULLY:

1. CISRS approved Systems Product Training courses can only be added to CISRS Trainee, Scaffolder or Advanced cards. You will need to hold a minimum of a Part 1 course on a trainee card to have it endorsed. Please note Labourer cards will not be endorsed with Systems Product Training.

CISRS do not issue a card solely for short duration systems product training. We do not recognise this training as a stand-alone qualification but as an endorsement to a CISRS registered/qualified card.

2. If card holders wish to work with a prefabricated system, they will need to attend a CISRS 2 day system product course in the desired system.
3. The systems product-training course must have taken place with a registered CISRS Centre and a copy of the certificate must be supplied with this application.

CISRS do not issue a card solely on completion of S/NVQ Accessing Operations and Rigging - these qualifications must be coupled with the relevant CISRS training and H&S test before a CISRS card can be issued.

4. CISRS cards will be endorsed on the back e.g. System Product Training - Cuplok. A list of approved product training courses is listed on the CISRS website.

Payment

Please attach a cheque or postal order for £26.50 (inclusive of VAT) made payable to the ConstructionSkills. **DO NOT SEND CASH.** Or, if you hold an account with ConstructionSkills, please attach a purchase order requesting an invoice. If you have pre-paid for your application form enter the authorisation code you were given (see box along bottom right hand side on the front of this form).

If you are making a new card application at the same time as a systems product endorsement application and return both completed forms simultaneously you will only require one payment of £26.50.

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Please return your completed application together with copies of any certificates to:

CISRS
PO Box 1055
Bircham Newton
King's Lynn
Norfolk
PE31 6XQ

If you have any queries of a general nature or require assistance in completing this application please call the helpdesk on **0844 815 7223** or for further information on the CISRS Scheme rules visit www.cisrs.org.uk.