



Affiliated

SYSTEMS SCAFFOLDING PRODUCT TRAINING ENDORSEMENTS APPLICATION FORM

Please note your application will take up to 14 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

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 in the CISRS CAP609 General Information Booklet (available from www.cisrs.org.uk). I understand and agree that the information on this form will be used by CISRS/NOCN Job Cards for the purposes of administering the CISRS Scheme and that the data will be entered onto a secure database, this may include passing on information relating to the individual's scheme membership to employers or training providers.

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 £33.00 non-refundable application fee.

Fair Processing Notice

The information you provide to us will be used for administering the CISRS Scheme. 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.nocnjobcards.org/privacy/

Applicant Signature, Date: DD MM YYYY

SECTION B - Details of Systems to be endorsed

Details of Systems Type/Brand to be endorsed on to current CISRS card:

Grid for system details

Please ensure you attach copies of all certificates with your application. Please do NOT send originals.

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, Telephone number, E-mail address

Form number: CISRS110523

Authorisation code

(See reverse of form for use)

PLEASE READ THE FOLLOWING CISRS REQUIREMENTS CAREFULLY:

- 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.
1. 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. 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. Please do NOT send originals.
3. 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 call 0300 999 1177 (option 1, option 2) and make a payment via credit/debit card for £33.00, you will then be given an authorisation code to write on the front of the application. Or, if you hold an account with NOCN Group, please attach an official Purchase Order requesting an invoice. 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 £33.00.

The application needs to be signed and returned by either email or post, attaching **copies** of any certificates, other evidence and a passport style photo as required.

EMAIL TO: cisrs@jobcards.org

or

POST TO: CISRS
NOCN Job Cards
PO Box 1242
Kings Lynn
Norfolk
PE30 9FQ

If you have any queries of a general nature or require assistance in completing this application please call the CISRS Helpline on **0300 999 1177 (option 1, option 2)** or for further information on the CISRS Scheme rules visit www.cisrs.org.uk