

APPLICATION FOR A FIRST CPCS TESTER CARD OR TO ADD FURTHER CATEGORIES

This application form is appropriate for individuals applying for their first CPCS Tester card (either a two year or five year card Tester card) or to add further categories to an existing CPCS Tester Card.

- A provisional **two year** Tester card will be issued if the applicant **does not** have the appropriate role-based competence qualification and/or LGV licence if applying for categories A06, A78E and or F.
- A full **five year** Tester card will be issued if the applicant **does** have the appropriate role-based competence qualification.

SECTION G

Terms and Conditions of CPCS Application

1. This form is only valid when Section E is signed by the CPCS Quality Assurance Manager or CPCS EQA who validated the CPCS Tester Course.
2. It is the responsibility of the applicant to ensure that all CPCS requirements for the application are adhered to as set out in the CPCS Scheme Booklet for Testers, including:
 - a) The applicant has provided the necessary details as set out in Section A:
 - the applicant's stated details are correct for the applicant,
 - the applicant has agreed to comply with the revised terms and conditions.
 - b) The applicant has met the requirements as listed in Section B:
 - c) The applicant has passed the CPCS Advanced Theory and CPCS Advanced Practical Tests for the category being applied for.
3. Application forms are subject to audit checks in accordance with CPCS requirements. Application forms, which are incorrect or not found to meet the requirements, will be returned rejected.

SECTION H

Completion Requirements

Section A: Complete Section A with full details. **Note:** We will use the photo that was captured at the time you achieved the HS&E test on the CPCS Tester Card issued.

Section B:

B1: Confirm that passed, but there is no need to attach evidence of the CITB Health, Safety and Environment MAP test pass, as this can be independently validated. To book a test contact the booking line on **0344 994 4488**.

B2: Confirm achievement and attach a copy of the Emergency First Aid certificate.

B3: Confirm achievement and attach a copy of the Health and Safety Qualification (one) from the following list:

- Managing and Co-ordinating Plant course (MCP) either the 5-day (full) - For new testers entering the scheme or the 2 day (refresher) - For existing testers already in the scheme.
- NEBOSH Construction Certificate within 5 years or NEBOSH Construction Certificate with IOSH membership if older than 5 years
- Site Managers Safety Training Scheme (SMSTS) either the 5-day (full) - For new testers entering the scheme or the 2 day (refresher) - For existing testers already in the scheme.
- IOSH Managing Safely (no older than 5 years)
- Level 5 or 6 Health and Safety Qualification, with an in date CSCS card stating the following occupations/routes
 1. Construction Health and Safety Manager CSCS Card (with IOSH Membership)
 2. Construction Health and Safety Senior Manager CSCS Card (with IOSH Membership)

B4: Confirm achievement and attach a copy of the CPCS Tester Course certificate.

B5: Confirm achievement and attach a copy of the L3 Award (or SVQ) in Assessing Competence in the Workplace or L3 Certificate (or SVQ) in Assessing Vocational Achievement or A1 Unit or D32/33 or equivalent and attach a copy of the certificate to support your full five year CPCS Tester card application.

Section C: Enter the appropriate category code(s) being applied for and confirm achievement in the Theory and Practical elements of the Advanced Technical Test. There is no need to attach evidence as this can be independently validated. Current category codes can be found on the NOCN Job Cards Website www.nocnjobcards.org/cpcs

Section D: It should be noted that if a mailing address is not provided the card will be sent to the applicant's home address as provided in Section A1.

Section E: This section requires an independent declaration of the applicant's identity by the CPCS Quality Assurance personnel who quality assured the Advanced Technical Test or the CPCS Quality Manager who validated the CPCS Tester Course.

Section F: There is no need to send payment with this application as the charge for the card is included within the CPCS Technical Test Notification fees.

General: Please return the completed form and copies of any additional relevant documentation to: **CPCS, NOCN Job Cards, P O Box 1242, Kings Lynn, Norfolk, PE30 9FQ or email to CPCS@jobcards.org**

- On receipt of this application it will usually take 15 working days to produce the card, providing all registration conditions have been met.
- If you require help completing this form please contact CPCS on **0300 999 1177**, email CPCS@jobcards.org or use our **webchat by visiting www.nocnjobcards.org/contact**