

THE FOLLOWING IS A GUIDE TO THE REQUIREMENTS TO APPLY FOR A SCAFFOLDING LABOURER CARD

1. The applicant must have completed the CISRS Operative Training Scheme (COTS) within 2 years of this application.
2. All CISRS Scaffolding Labourer cards will be valid for 5 years.
3. A CISRS Scaffolding Labourer card will not be renewed if the applicant has not successfully completed the CISRS Operatives Training Scheme (COTS) course within 2 years of this application.

IMPORTANT NOTE TO EMPLOYERS:

The Scaffolding Labourer card is designed for those engaged only in the handling of scaffolding materials in order to assist the scaffolder in the erection, dismantle or alteration of scaffolding.

Any operatives engaged in the erection, dismantle or altering of scaffolding must hold the appropriate CISRS card for the work being carried out, e.g. CISRS Trainee, Basic Access Systems Erector, Scaffolder or Advanced cards.

HEALTH AND SAFETY EXEMPTIONS

There are other industry recognised Health and Safety qualifications that can be accepted as an alternative to passing the CITB Health Safety and Environment test. These include NOCN Operative Health, Safety & Environment Test (HSEL). To find out more information or to book the NOCN HSE Test please visit the link here once on our website.

An up to date list and criteria of the accepted qualifications can be found by visiting the CISRS website or by clicking on this link: <https://cisrs.org.uk/cisrs-cards/citb-health-safety-and-environment-test-and-recognised-exemptions>.

Please ensure, when using an exemption, that you attach a passport style photo with your application.

A COPY OF CERTIFICATE AND/OR CARD MUST BE ATTACHED TO THIS APPLICATION. PLEASE DO NOT SEND ORIGINALS.

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.

Sign the form and return by either email or post (addresses below), attaching copies of any certificates or other evidence and a passport style photo as required. This can then be **emailed or posted**, along with copies of certificates (where applicable), to:

Email: cisrs@jobcards.org

Or

Post: CISRS, NOCN Job Cards, PO Box 1242, Kings Lynn, Norfolk, PE30 9FQ.

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.

Renewal Notices will be issued 6 months prior to the card expiry date using the information supplied in Section A. Should your details change, please contact the CISRS Helpline with your updated information.

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