

CPCS Transfer Updates

1. Applications Backlog

We are processing applications from the 14th January and our priority is process and print these cards out as soon as possible. The CPCS Team are working overtime and staff from other areas of the Group have been seconded to assist with the backlog.

2. Letter of Achievement

When cardholders achieve a red trained operator card or add a category to an existing card, they receive a 'Letter of Achievement' from the CPCS Test Centre they passed their tests at. We have changed the wording of the achievement letter to allow it to be used in place of a card for up to 90 days on site. Previously it could be used for 30 days. This will help customers waiting for cards to be dispatched as we work through the backlog applications. If employers are not sure about the validity of an achievement letter presented, they can follow the instructions on the letter and call or email CPCS to confirm.

3. Card Checker

We are aware CITB's card checker is currently out of date and our version is not available. We are currently in the testing phase and hope to release the final version asap.

If you are an employer / need confirmation for your employer that you are able to work on site please send us an email at enquiries@jobcards.org with the subject line 'CPCS 123' and we will send you confirmation that the operator is able to work on site. Please note if an application has not been processed (added to our system) we will be unable to provide this information.

4. Card Number

When you receive your new SMART card, it will have a different number to any previous card you have held. This is because the number on your old card is a CITB number. Your new number will be in this format 4XXXXXXX

CPCS SMART Card Design

