

It's time to renew your Engineering Services SKILLcard



Your **SKILLcard** is your licence to getting work. You can use it to prove to employers that you have the skills, qualifications and experience to do your job well, and safely. Don't lose out on the benefits by letting it expire.

How do I renew my SKILLcard?

1.

Pass the relevant Health, Safety and Environment test. You can book a test online at www.citb.co.uk/cards-testing/health-safety-environment-test, or through the booking hotline on 0344 994 4488 (lines are open Monday-Friday 8:00am to 6:00pm). You will need to have to hand:

- your full name, address, date of birth and National Insurance number
- which test you would like to book. Always quote the test code from the table below. The test costs £19.50, and you can make payment over the phone by credit or debit card.

All applicants must pass the test, even if you qualified for your original SKILLcard by holding a National or Scottish Vocational Qualification (NVQ/SVQ) or by attending an approved health and safety training course.

Your application form is included in this pack, simply check and complete the form and return it to us at the address below.

Which health and safety test do I need to take?

2.

Colour of SKILLcard applied for	Test description One of the following tests (dependent on your occupation)	Test code (always reference this code when booking test)
Red (for new-entrant site-based adult trainees), green, blue or gold.	HVACR Pipefitting/Welding – Industrial and Commercial	PFW
	HVACR Ductwork	DUCT
	HVACR Refrigeration and Air Conditioning	RAAC
	HVACR Domestic Heating and Plumbing Services	HAPS
	Plumbing – Industrial and Commercial	JIB
	HVACR Service and Facilities	SAF
Gold (supervisory)	Supervisory	SPVR
Black (managerial)	Managerial and Professional	MAP
White Construction Related Occupation (CRO) and yellow construction site visitors	CITB Health, Safety & Environmental test (Operatives)	CITB Health, Safety & Environmental test (Operatives)
White ACRIB Refrigerant Handler (CRO)	HVACR Refrigeration and Air Conditioning	RAAC

I qualified for my original SKILLcard through Industry Accreditation (via an employer's endorsement). Do I need to do anything extra to renew my blue SKILLcard?

No, as long as you renew your card before it expires. If you don't renew your SKILLcard now, you will need to meet the more demanding conditions of the Experienced Worker card. SKILLcard does not offer an amnesty for industry accreditation to applicants who don't renew their card before it expires.

How much does it cost to renew my SKILLcard?

The fee for your new smart SKILLcard is £40. You can pay using a debit or credit card, or send a cheque made payable to Engineering Services SKILLcard.

What if I have questions?

You might find the answer you are looking for on our website: www.skillcard.org.uk/faqs. If you need any more help you can contact us using the details below.