



ACRIB Register/Engineering Services SKILLcard SmartCard Renewal Application Form



SECTION A - To be completed by the applicant. Fill in the blank areas. Amend any incorrect information by crossing it out and writing the correct information in the space beside it.

A1 Applicant's Details	Surname:	First name(s):	Title:
Home Address:	Home Phone Number:	Attach new photograph here	
Postcode:	Email address:		
Date of birth:	Mobile Phone Number:		
National Insurance Number:	Card Registration Number:		

A2 Qualification Details: If your occupation does not appear in this section please complete Section A2.2 overleaf

Construction Related Occupation

ACRIB Registered Refrigerant Handler

Skilled

Refrigeration/Air Conditioning Technician/Engineer

A3 New/Additional information:

If you have any other qualifications which you feel are relevant to your work in the industry then provide details below and enclose original certificates for verification.

A4 Health and Safety

Tick this box to confirm you have passed the ConstructionSkills/SKILLcard Health, Safety and Environment Test **within the last 2 years**, and enclose a copy of the certificate.

A5 Applicant's Declaration:

I certify that the details on this application are correct and complete to the best of my knowledge.

I agree that the information contained on this application form may be used by Engineering Services SKILLcard and related companies in the BESA Group in connection with my application for an Engineering Services SKILLcard and the provision of other services associated with my employment in the building services engineering industry. I also agree that information from this application may be held on a database in accordance with the Data Protection Act 1988, as amended.

Send my card to: Home address in section A1 or, Employer address in section B

Your Signature:

Date:

SECTION B - EMPLOYER'S ENDORSEMENT - your present employer must complete this section:

This section should be completed only by a manager of appropriate seniority within the employing organisation.

I confirm that the details on this application are correct to the best of my knowledge and the photograph is a true likeness of the applicant who has been known to me for ____ year(s).

I confirm that the necessary documentary evidence supporting the qualifications indicated in Section A3 is attached. In the event that the applicant is supplying photocopies of relevant certificates, I also confirm that I have verified them by checking them against the originals, and that I have signed them.

Company Name:

Address:

Postcode:

Signature:

Telephone Number:

Print Name:

Email Address:

Position:

Date:

SECTION A2.2 - If your occupation does not appear in Section A2, please tick one box below:

If you have ticked the Construction Related Occupation, **ACRIB Registered Refrigerant Handler or Skilled, Refrigeration/Air Conditioning Technician/Engineer** please tick the qualification(s) that you hold:

HFC	City and Guilds 2079 Level 2 Award in F-Gas and Ozone Depleting Substances (ODS) Regulations Category 1 or Category 2 or ConstructionSkills Safe Handling of Refrigerants J11 or J12 or BESA F Gas Category 1	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
HCFC	City & Guilds 2079 Level 2 Award in F-Gas and Ozone Depleting Substances (ODS) Regulations Category 1 or Category 2 or ConstructionSkills Safe Handling of Refrigerants J11 or J12 or City & Guilds 2078 or ConstructionSkills J01 or BESA F Gas Category 1	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Ammonia	City & Guilds Ammonia 2077 or 2078	<input type="checkbox"/>
HC	City & Guilds Hydrocarbon CPD (when available)	<input type="checkbox"/>
Carbon Dioxide	City & Guilds Carbon Dioxide CPD (when available)	<input type="checkbox"/>
Recovery only	City and Guilds 2079 Level 2 Award in F-Gas and Ozone Depleting Substances (ODS) Regulations Category 3 or ConstructionSkills Safe Handling of Refrigerants J13	<input type="checkbox"/> <input type="checkbox"/>
Leak Testing only	City and Guilds 2079 Level 2 Award in F-Gas and Ozone Depleting Substances (ODS) Regulations Category 4 or ConstructionSkills Safe Handling of Refrigerants J14	<input type="checkbox"/> <input type="checkbox"/>

If you have ticked **Skilled, Refrigeration/Air Conditioning Technician/Engineer** please put a tick against the qualification to be shown on your ACRIB/SKILLcard. All qualifications must be in a Refrigeration/Heat Pump/Air Conditioning discipline:

- NVQ/SVQ Level 2
 NVQ/SVQ Level 3
 City & Guilds Craft c City & Guilds Advanced Craft
 SCOTVEC Modules
 Other equivalent - state details:.....

PAYMENT DETAILS - Please indicate how you intend to pay for your SKILLcard:

- Cheque payment of £40.00 payable to 'Engineering Services SKILLcard Ltd' or
 Credit/Debit card payment - please complete details below

Card type: Visa Mastercard Maestro

Valid from: / /
 Expiry Date: / /
 Issue number:

Card Number:

Security code: (last three digits on signature :)

Cardholder's name as it appears on the card

Address

Postcode

Cardholder Signature

Date / /

If you require help completing this form, telephone the SKILLcard helpdesk on 01768 860406.
 Please check that your form has been fully completed and a copy of your Health and Safety Test Certificate has been attached and send all documents to:
 Engineering Services SKILLcard
 Old Mansion House
 Eamont Bridge
 Penrith
 Cumbria
 CA10 2BX

Email: skillcard.info@theBESA.com
 Website: www.skillcard.org.uk