

# ELECTROTECHNICAL CERTIFICATION SCHEME

## Incorporating the JIB GRADING SYSTEM

Administered by the Joint Industry Board for the Electrical Contracting Industry  
Affiliated to the Construction Skills Certification Scheme

SECTION 1 – PERSONAL DETAILS	
Nat. Ins. No.	
Date of Birth	
If the address shown to the left is incorrect please write your correct address below	

### Application for a MANAGERS ECS Card Renewal or Replacement

***Please make sure you read the information about the ECS Health and Safety Assessment attached to this application. To renew your ECS Card, or to replace one lost or stolen, just complete the sections on this front page. You will not be able to renew your card if you do not answer YES to one of the questions in SECTION 2. Where a new photograph is submitted, it must be signed as a reasonable likeness by your employer (or sponsor for self-employed) or Community Representative. They should also complete section 4.***

SECTION 2 - ECS HEALTH & SAFETY ASSESSMENT	
Before you can be issued with an ECS Card, you must demonstrate the required level of Health & Safety awareness. You can demonstrate the required level of Health & Safety awareness by successfully completing the ECS Health & Safety Assessment or providing evidence of a valid exemption. A complete list of exemptions should have been enclosed with this form. Alternatively, a complete list of exemptions can be obtained by contacting the JIB, using the telephone number shown at the end of this form, or from the JIB website ( <a href="http://www.jib.org.uk">www.jib.org.uk</a> ).	
Have you passed the ECS Health & Safety Assessment in the last two years? (YES or NO)	
Do you have a valid exemption? Ensure you send a photocopy of exemption. (YES or NO)	

SECTION 3 - DECLARATION & DATA PROTECTION	
I certify that to the best of my knowledge and belief the information given on this application form is correct and understand that if my application is approved, my name and details will be incorporated into the register of members of the Electrotechnical Certification Scheme.	
Signed ..... Date.....	
The JIB incorporates only your Vocational details (Name, National Insurance Number, Occupation, Grade and Qualifications) in the ECS Register available to placement agencies and employers. If you do <b>not</b> want these details included in the Register, please place a tick in this box.	<input type="checkbox"/>

FOR OFFICE USE ONLY				Date Received				
GR1	GR2	MAIN	ADD	ADD	ADD	ADD	ADD	ADD
CA	NVQ3	IEE	2391	2400	2377	COMP'EX'	H&S	DISC
NVQ3 Achieved		H & S Achieved		Employer No.			Fee Paid	Validity (YRS)

**SECTION 4 – IDENTIFICATION PHOTOGRAPHS**

To be completed ONLY by a person authorised to verify your photograph as detailed below:

- I. A fulltime official of Amicus; or
- II. An authorised representative of your employer; or
- III. A community representative (e.g. M.P., J.P., Police Officer, Solicitor)

In order to receive an identification card bearing the holder’s photograph, you should enclose a passport-size photograph with your name and National Insurance Number (optional) on the reverse side. The photograph **MUST** also be countersigned by one of the persons detailed above.

I have countersigned the attached photograph and certify that it is a reasonable likeness of the person named in section 1 of this form.

Signed.....

Name (please print) .....

Name of Organisation.....

Official Stamp or Address .....

.....

.....

Postcode.....

Position in Organisation/Community.....Date.....

**DO NOT PIN OR STAPLE YOUR PHOTOGRAPH OR CHEQUE TO THIS FORM.**

**Please do not send original certificates unless especially requested**

When completed, send this form together with your countersigned photograph, photocopies of certificates and other documents and the appropriate fee (see below) to :

Joint Industry Board, Kingswood House, 47 - 51 Sidcup Hill, Sidcup, Kent DA14 6HP  
(Cheques should be made payable to JIB)

**Photocopies of supporting documents will be returned if you send a large stamped addressed envelope.**

**Scale of Fees**

Renewal of an expired ECS card including any amendments  
for a further 3 year period ..... £15.00

Issue of **REPLACEMENT** ECS Card (for lost/stolen card)  
including any amendments (Note - validity period not extended)..... £5.00

**ALL CHEQUES, ETC., SHOULD BE MADE PAYABLE TO “JIB”**