



## Operative - Initial Application

This application is for those who have never held an Operative card before.

### Personal Details – \*Mandatory

National Insurance Number	<input type="text"/>	Reference or Registration Number (SJIB use only)	<input type="text"/>	
*Title	<input type="text"/>	*Enclose a passport sized photograph with your application		
*Name	<input type="text"/>			
*Address	<input type="text"/>			
*Post Code	<input type="text"/>	Unite the Union Membership No	<input type="text"/>	
*Date of Birth	<input type="text"/>			
*Email	<input type="text"/>			
Tel Number	<input type="text"/>	*Mobile	<input type="text"/>	
Employer's Name and Address	<input type="text"/>			

\*Please indicate whether you give permission for us to disclose information in line with our GDPR Privacy Notice. Yes  No

To access the SJIB Privacy Statement, please visit [http://www.sjib.org.uk/news/SJIB\\_Privacy\\_Statement](http://www.sjib.org.uk/news/SJIB_Privacy_Statement)

\*Tick the box to confirm you carry out similar duties to that of an Electrical Labourer, but not solely working in the electrotechnical sector under supervision.

### Health, Safety and Environmental Qualification – Mandatory

Applicants applying for an Operative card must have completed one of the following Health and Safety courses:

- CCNSG Safety Passport – National or Renewal course (within the last 3 years); or
- IOSH Working Safely (IOSH Approved Centre classroom-invigilated exam only); or
- IOSH Safety, Health & Environmental for Construction Site Workers (IOSH Approved Centre classroom-invigilated exam only); or
- Safety Passport Alliance (SPA) Core Health and Safety course (within the last 3 years); or
- CITB Health and Safety Awareness: Site Safety Plus; or
- SELECT Electrotechnical Site Safety Assessment (TESSA) course (within the last 30 months)

#### Office Use Only

SQA/SELECT	C+G	EAL	LCL	CompEx	ECITB	SBS	BPEC	H+S	Fee	Apl
Items Missing										

You must provide a copy of the certificate(s) from the course(s) you have indicated above along with this application form. Failure to do so will prevent you progressing with your application.

If your certificate is outwith the allocated period you will have to make arrangements to complete on of the courses before you can apply for your card.

### Additional Training - Optional

If you would like details of further training that you have completed to appear on your card, please indicate this here.

Tick the course(s) you have completed:

- Scottish Building Standards
- CompEx (Ex01-Ex11)
- CompEx (Ex12-Ex12A&B)
- CompEx (Ex 14)
- ECITB's Diploma in Installing Engineering Construction Plant & Systems Small Bore Tubing Assemblies
- ECITB Technical Tests TSBT (01-04)
- SQA [SELECT] Customised Award in Requirements for Electrical Installations
- SQA [SELECT] Customised Award in Initial Verification
- SQA [SELECT] Customised Award in Inspection and Testing, including Periodic Inspection
- SQA [SELECT] Tailored Award in Design and Verification of Electrical Installations
- City and Guilds Requirements for Electrical Installations BS 7671 (2382)
- City and Guilds Initial Verification & Periodic Inspection & Testing BS 7671 (2391-52)
- City and Guilds Initial and Fundamental Inspection & Testing BS 7671 (2394)
- City and Guilds Periodic Inspection & Testing BS 7671 (2395)
- City and Guilds Design, Erection & Verification BS 7671 (2396)
- EAL Level 3 Award in the Requirements for Electrical Installation BS 7671: June 2008 (2015) (code: 601/5321/0)
- EAL Level 3 Award in the Periodic Inspection, Testing and Certification of Electrical Installations (code: 600/4338/6)
- EAL Level 3 Award in the Initial Verification and Certification of Electrical Installations (code: 600/4337/4)
- EAL Level 4 Award in the Design and Verification of Electrical Installations (code: 601/8231/3)
- LCL Level 3 Award in the Requirements for Electrical Installations BS 7671 (601/5665/X)
- LCL Level 3 Award in the Initial Verification and Certification of Electrical Installations BS 7671 (601/5929/7)
- LCL Level 3 Award in the Periodic Inspection, Conditioning Reporting and Certification of Electrical Installations BS 7671 (601/5903/3)
- LCL Level 3 Award in the Initial Verification, Periodic Inspection Testing, Conditioning Reporting and Certification of Electrical Installations BS 7671 (601/5928/5)
- LCL Level 3 Award in the Requirements for Electrical Installations BS 7671:2018 (603/3132/x)
- BPEC Level 3 Award in the Requirements for Electrical Installations BS 7671 (603/3430/7)

You must provide a copy of the certificate(s) from the course(s) you have indicated above along with this application form.

Failure to do so will mean that no reference is made to these qualifications on your card.

## Important Information

The SJIB have seen a significant increase in the number of fraudulent certificates and cards and treat this matter very seriously.

In 2000 the SJIB National Board introduced the following rules:

- Any operative who submits forged certificates to the SJIB when applying for their card will have their existing card removed and no further applications will be considered for a period of six years, i.e. the lifetime of two cards.
- An operative who submits a false application may be denied a card for a period of six years.

These rules will be applied if, after a thorough investigation, an individual is found to be in breach of either rule.

### **Please send your completed application form to:**

The SJIB  
The Walled Garden  
Bush Estate  
Midlothian  
EH26 0SB

email: [grading@sjib.org.uk](mailto:grading@sjib.org.uk)

### **Payment (fees are Non-Refundable)**

Please enclose payment of £36.

Cheques should be made payable to the SJIB.

If you wish to make payment by card, please complete the attached SJIB Payment Request Form and submit with your application form.

Please tick if you require a receipt.

Additional information on grading can be obtained from [www.sjib.org.uk](http://www.sjib.org.uk) or by calling 0131 445 9216  
Monday – Thursday 8.30am-5.00pm and Friday 8.30am-2.30pm

**Applications take two to three weeks to process**

