

A Message from Fiona Harper, The Secretary of the SJIB

As we all know, we are living in very uncertain times, and I felt it was important to share with you how the SJIB will be continuing to operate and meet your needs, despite the considerable challenges we are all facing.

As you would expect, we are following Government advice and I wanted to let you know what actions and preparations the SJIB is taking for the potential implications it may have on our services.

We have developed a contingency business plan which we are now putting into place. At this time, our office is still open and we are making plans to carry on working from our homes. So please be reassured that we can manage your enquiries.

I appreciate that you may have many questions about how this crisis may affect you and we have already made some information available via the SELECT website – see the [dedicated COVID-19 page](#) for details that will be updated daily. As the situation is changing rapidly, we are adding information on a regular basis and we will also be using our social media channels to get the information out as widely as possible. Please follow us on [Twitter](#) if you haven't already done so.

However, from today, all ECS HS&E Assessments which are invigilated by the SJIB at the Walled Garden will be suspended. This position will be reviewed on a regular basis. Anyone booked on an Assessment will be contacted by the Team and will have the option of a full refund if requested. Please feel free to speak to the Team on **0131 445 9216** if you need any help or email ecs@sjib.org.uk

We will continue to process SJIB Grade Card applications, ECS HS&E Assessments organised through the employers, FICAs and ACAs for as long as we are able.

The Walled Garden will be open next week for our staff but, sadly, given the Coronavirus situation, not to visitors. Please, for the time being, try not to send anything by post and contact us either by telephone or, preferably, please email us at one of the following email addresses:

If you have a Grading query – grading@sjib.org.uk

If you have a query about your ECS HS&E Assessment – ecs@sjib.org.uk

All other queries can be directed to generalenquiries@sjib.org.uk

At this moment in time – with the exception of the ECS HS&E Assessments invigilated here at the Walled Garden – I do not currently foresee any impact on the continuity of our service. However, the situation is constantly changing and, although we believe the actions we have put in place are appropriate for the current levels of risk, they are in constant review and may change.

The Team and I will keep you informed as much as possible with further statements as the situation evolves.

Thank you for your cooperation.

Stay safe