

Technical Assessment Checklist

To assist you with preparing for your Technical Assessment, please use the checklist below to ensure you have the following items available for your visit:

The numbers shown below refer to the items in the [Guide to Membership Assessments](#).

3. (a) and 3. (g) Publications
British and European Standards, Codes of Practice and guidance relevant to the categories of work carried out
Notes:
3. (b) and 3. (h) Test Equipment
Appropriate Instruments and test equipment relevant to the categories of work carried out
Notes:
3. (c) Documentation
Appropriate Certification, Schedules of Inspections, Schedules of Test Results etc. for completed contracts
Notes:
3. (d) Competent Persons
Qualification and evidence of training and or up-to-date training, to be provided for each nominated competent person for each category assessed
Notes:

3. (e) Site Visits

Access to a list of contracts completed and in progress over the previous 12 months. This should include, where possible, examples of all categories of work for which accreditation is required

Notes:

4. Health & Safety Management

All relevant documents

Notes:

5. Environment Best Practice

All relevant documents

Notes:

6. Insurance

Evidence of Public and, where applicable, Employers' Liability Insurance

Notes:

Note: Assessments cancelled within seven days of the arranged inspection will be charged at the following rate:

- Half Day - £150 + VAT
- Full Day - £300 + VAT