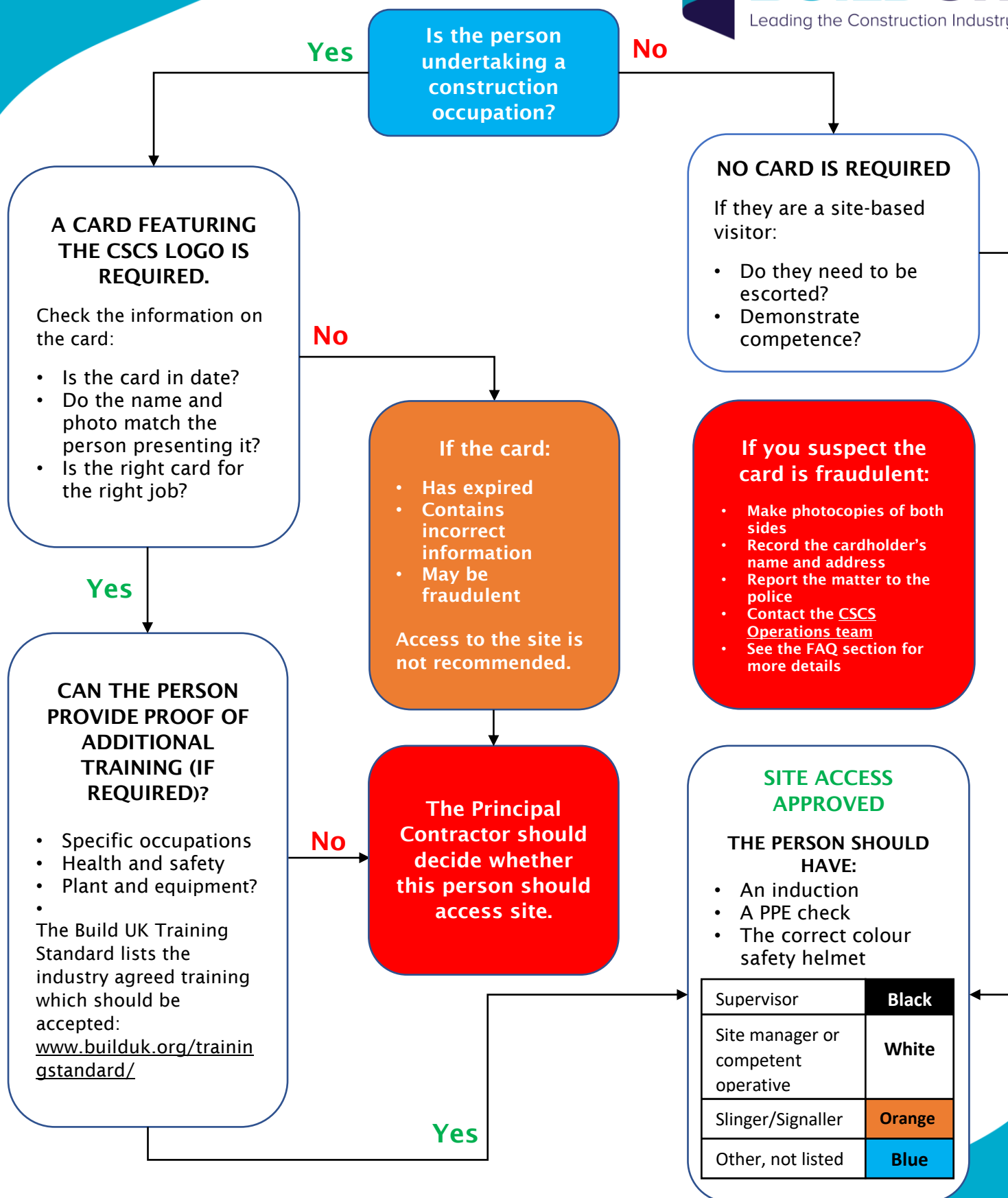


# Site access flow chart



## Background

The Construction Leadership Council (CLC) agreed that from January 2015 the industry, including trade associations, contractors, clients, and government should specify and promote card schemes carrying the CSCS logo with no equivalents accepted.

Build UK supports the CLC decision and its members have agreed to consistently implement its requirements which are set out in this standard.

## Requirements of the Construction (Design and Management) Regulations 2015

It is a requirement under the *Construction (Design and Management) Regulations 2015 (CDM 2015)* for contractors to ensure any individual they employ or appoint to work on a construction site has the skills, knowledge, training and experience to carry out the work they will be employed to do in a way that secures the health and safety of themselves and others. This should be assessed and managed appropriately to ensure that individuals are undertaking the appropriate occupation at the appropriate level i.e. trainee, skilled, supervisory, managerial.

While the HSE guidance on implementing CDM 2015 states that, *“Sole reliance should not be placed on industry certification cards or similar being presented to them [contractors] as evidence that a worker has the right qualities”*, the guidance makes clear that *“Nationally recognised qualifications (such as National Vocational Qualifications (NVQs) and Scottish Vocational Qualifications (SVQs)) can provide contractors with assurance that the holder has the skills, knowledge, training and experience to carry out the task(s) for which they are appointed”*.

## Application

The CLC decision and card schemes carrying the CSCS logo both relate to construction occupations only. It is recognised that due to the diverse nature of construction projects, there are occasions where a person may need to access site to perform a non-construction occupation or activity e.g. delivery of materials to site, catering staff, security guards, visitors etc. and it is not expected that these individuals will carry a CSCS card. They may however still need to provide evidence that they can carry out their task safely. They may also require a separate risk assessment and additional supervision.

## Additional Training

In addition to a card carrying the CSCS logo individuals may need to have undertaken supplementary training to operate specific machinery, plant, or tools or to carry out certain activities. E.g. a steelwork erector would hold a steel erector card issued by CSCS and if required to use a MEWP would also hold an IPAF or other relevant card to cover this training.

Queries regarding suitable additional training should be directed to the Principle Contractor or relevant trade association.



# Partner Card Scheme Information

The table below displays a list of card schemes permitted to display the CSCS logo and should be accepted when presented on-site. Use this table to confirm the card checking procedures for each scheme.



Card	Construction Industry card scheme	Scheme Administrators	Sector represented	Electronic Card checking available	How to check a card electronically	How to check a card manually
	ACAD Skills Card	Asbestos Control and Abatement Division	Asbestos Analysts and Surveyors Asbestos Removal	Yes	Use a card reader, mobile phone or tablet device with the 'Go Smart' software installed	Telephone 03333 237751
	ADSA CSCS Card Scheme	Automatic Door Suppliers Association Ltd	Automatic Doors	No	Not Available	Telephone 01827 216136
	ARMI Skills Card	Asbestos Removal Contractors Association	Asbestos Analysts and Surveyors Asbestos Removal	Yes	Use a card reader, mobile phone or tablet device with the 'Go Smart' software installed	Telephone 01283 566467
	Association of Lorry Loader Manufacturers and Importers (ALLMI)	Association of Lorry Loader Manufacturers and Importers (ALLMI)	Lorry Loaders	No	Not Available	Telephone 08448 584334
	Assuring Competence in Engineering Construction (ACE)	Engineering Construction Industry Training Board (ECITB)	Engineering construction	No	Not Available	Telephone 01923 260000
	Certificate of Competence for Demolition Operatives (CCDO)	National Federation of Demolition Contractors (NFDC)	Demolition	Yes	Use a card reader, mobile phone or tablet device with the 'Go Smart' software installed.	Telephone 01442 217144
	Certification Scheme for Personnel (CSWIP)	The Welding Institute	Welding Sector	Yes	Check a card <a href="#">online</a>	Telephone 01223 899000
	Cellar Service Installation and Maintenance Card	BFBI	Drinks Dispense Technicians	No	Not Available	Telephone 01902 422303
	Construction Industry Scaffolders Record Scheme (CISRS)	National Access and Scaffolding Confederation (NASC)	Scaffolding	Yes	Check a card online via the <a href="#">CITB card checker</a>	Telephone 08448 157223
	Construction Plant Competence Scheme (CPCS)	Construction Plant Competence Scheme (CPCS)	Plant Operatives	Yes	Check a card online via the <a href="#">CITB card checker</a>	Telephone 08448 157274
	Construction Skills Certification Scheme (CSCS)	Construction Skills Certification Scheme (CSCS)	Construction	Yes	Use a card reader, mobile phone or tablet device with the 'Go Smart' software installed. Alternatively, check a card online with the <a href="#">CITB card checker</a>	Telephone 03449 944777
	Construction Skills Register Northern Ireland (CSR NI)	Construction First Ltd (CEF)	Construction and plant operatives from Northern Ireland	Yes	Check a card using the CSR Online Card Checker	Telephone 02890 877150
	DoorSafe	The Automatic Door Installation Association	Automatic Door Installers	Yes	Check members <a href="#">online</a>	Telephone 0207 7887676
	Drilling and Sawing Association (DSA)	Drilling and Sawing Association (DSA)	Drilling and Sawing Contractors	Yes	Scan the QR code or check the card online using the <a href="#">DSA card checker</a>	Telephone 0844 879 3452
	Electrotechnical Certification Scheme (ECS)	Joint Industry Board (JIB)	Electrical Contractors	Yes	Check a card online using the ECS <a href="#">web portal</a>	Telephone 01322 661622
	Electrotechnical Certification Scheme (ECS) [Scotland only]	Scottish Joint Industry Board (SJIB)	Electrical Contractors (Scotland only)	No	Not Available	Telephone 01314 459216
	Energy and Utility Skills Register (EUSR)	EUSkills	Utilities	Yes	Check a card online using the EUSR <a href="#">web portal</a>	Telephone 08450 779922
	Fencing Industry Skills Scheme (FISS)	LANTRA	Fencing	Yes	Use a card reader, mobile phone or tablet device with the 'Go Smart' software installed	Telephone 02476 696996
	GEA accredited engineer	GEA	Garage Equipment Installers	No	Not Available	Telephone 01327 312 616
	ICATS Industrial Coating Applicator Training Scheme	Correx	Industrial Coatings	No	Not Available	Telephone 01604 438222
	The Institute of Explosive Engineers	The Institute of Explosive Engineers	Explosive Engineers	No	Not Available	Telephone 01785 594136
	LISS/CSCS Land-based Industry Skills Scheme	BALI – British Association of Landscape Industries	Landscaping	Yes	Use a card reader, mobile phone or tablet device with the 'Go Smart' software installed. Alternatively, check a card online with the <a href="#">CITB card checker</a>	Telephone 02476 690333
	MPQC Plant Operator Competency Scheme	Mineral Products Qualifications Council (MPQC)	Extractives and Roadbuilding Operators	No	Not Available	Telephone 01159 835755
	National Plant Operators Registration Scheme (NPORS)	National Plant Operators Registration Scheme (NPORS)	Plant Operatives	Yes	Scan the NPORS card's QR code with a QR reader	Telephone 01606 351240
	Powered Access License	International Powered Access Federation	Powered Access Operatives	Yes	<a href="#">Check a card online</a> using PAL card verification system	Telephone 01539 566700
	Plumbing, Heating, Mechanical Engineering Services (PHMES)	Joint Industry Board for Plumbing Mechanical Engineering Services (JIB PMES)	Plumbing	Yes	Use a card reader, mobile phone or tablet device with the 'Go Smart' software installed	Telephone 01480 47 925
	Q-Card	GQA Qualifications Ltd	Construction and Glazing	Yes	Scan the QR code on the card with a phone or QR reader	Telephone 0114 2720033
	Safety Assessment Federation (SAFed)	Safety Assessment Federation (SAFed)	Engineering Inspectors	No	Not Available	Telephone 0207 5823208
	Shopfitting and Interior Contracting Competence Scheme (SICCS)	National Association of Shopfitters (NAS)	Shopfitters	Yes	Use a card reader, mobile phone or tablet device with the 'Go Smart' software installed	Telephone 08448 474409
	SKILLcard	Building Engineering Services Association (BESA)	Building Engineering Services Contractors	Yes	Use a card reader, mobile phone or tablet device with the 'Go Smart' software installed. Alternatively, check a card online via the <a href="#">skillcard website</a>	Telephone 01768 860406
	Scottish and Northern Ireland Joint Industry Board	Scotland and Northern Ireland Plumbing Employers Federation (SNIPEF)	Plumbing	No	Not Available	Telephone 01315 560600
	TEAM Card	Lifting Equipment Engineers Association LEEA	Lifting Equipment	Yes	Check a card online at the <a href="#">LEEa website</a>	Telephone 01480 432801
	TICA Skill Card	Thermal Insulation Contractors Association (TICA)	Thermal Insulation Installers	Yes	Use a card reader, mobile phone or tablet device with the 'Go Smart' software installed	Email <a href="mailto:skillcard@tica.uk.com">skillcard@tica.uk.com</a>
	The Storage Equipment Installers Registration Scheme (SEIRS)	Storage Equipment Manufacturers Association (SEMA)	Storage Equipment Installers	No	Not Available	Telephone 01216 016718
	Trainthepainter	Corrodere	Painters	No	Not Available	Telephone 01252 732220
	TTM	LANTRA	Temporary Traffic Management	Yes	Use a card reader, mobile phone or tablet device with the 'Go Smart' software installed	Telephone 02476 696996



## Health and Safety Training Requirements

In addition to recognising card schemes carrying the CSCS logo and the supplementary training to operate specific machinery, plant, or tools, Build UK Contractor Members require additional health and safety training, as specified below, to be undertaken by their directors and those working on their sites including sub-contractors. The awarding body would usually define the renewal period for health and safety training, but this should not exceed every five years.

Additionally, any course listed on the [CITB training directory](#) with the key word “Build UK” will be accepted.

Job Role	Accepted Health & Safety Training
<b>Director</b>	<p>Any course which is equivalent to:</p> <p><a href="#">Health and Safety in Construction (Director)</a></p> <p>The following courses will be accepted:</p> <ul style="list-style-type: none"> <li>❖ Site Safety Plus Directors Role for Health and Safety</li> <li>❖ IOSH Safety for Executives and Directors</li> <li>❖ IOSH Leading Safely</li> </ul>
<b>Manager</b>	<p>Any course which is equivalent to:</p> <p><a href="#">Health and Safety in Construction (Site Management)</a></p> <p>The following courses will be accepted:</p> <ul style="list-style-type: none"> <li>❖ Site Safety Plus Site Management Safety Training Scheme (SMSTS)</li> <li>❖ IOSH Managing Safely in Construction</li> <li>❖ IOSH Safety, Health &amp; Environment for Construction Site Managers</li> <li>❖ 5 day CISRS Supervisors/ Managers course</li> <li>❖ 5 day CCDO Demolition Manager course and end test</li> </ul>
<b>Supervisor</b>	<p>Any course which is equivalent to:</p> <p><a href="#">Health and Safety in Construction (Site Supervision)</a></p> <p>The following courses will be accepted:</p> <ul style="list-style-type: none"> <li>❖ Site Safety Plus Site Supervisors Training Scheme (SSSTS)</li> <li>❖ FPS Piling Specialists Supervisor Training</li> <li>❖ CSR Site Safety for Supervisors</li> <li>❖ 2 day NPORS Site Supervisor Safety</li> <li>❖ 2 day CCDO Demolition Chargehand course and end test</li> <li>❖ 5 day CCDO Demolition Supervisor course and end test</li> <li>❖ 5 day CISRS Supervisors/ Managers course.</li> <li>❖ 3 day Equipe Site Supervision of Geotechnical Sites</li> </ul>

Continued on the next page

Persons attending site to undertake construction activities and who do not fall into any of the above categories	<p>Any course which is equivalent to:</p> <p><a href="#">Health and Safety in a Construction Environment Standard</a></p> <p>Industry courses which have been mapped as equivalent to the above are:</p> <ul style="list-style-type: none"> <li>❖ Level 1 Award in Health and Safety in a Construction Environment</li> <li>❖ BALI's ROLO (Register of Land Based Operatives) Health, Safety and Environmental Awareness</li> <li>❖ BESA Site Operative Safety Course</li> <li>❖ 1 day CCDO Asbestos Awareness and Demolition Safety Awareness</li> <li>❖ CCNSG Health and Safety Passport</li> <li>❖ 1 day CISRS Operative Training Scheme (COTS)</li> <li>❖ Drilling &amp; Sawing Association, Health and Safety for Drilling and Sawing Operatives</li> <li>❖ ECA Operative and New Entrant Health &amp; Safety Awareness</li> <li>❖ Safety Pass Alliance (SPA) Core Construction Course</li> <li>❖ DSA Health and Safety Awareness Course certificate</li> <li>❖ IOSH Working Safely - via face to face assessment ONLY</li> <li>❖ IOSH Safety, Health &amp; Environment for Construction Site Workers</li> <li>❖ Lantra Awards Health, Safety and Environmental Awareness course</li> <li>❖ Lantra Awards Health, Safety and Environmental Awareness Fencing course</li> <li>❖ NPORS Site Safety Awareness course</li> <li>❖ Royal Environmental Health Institute of Scotland (REHIS) Elementary Health and Safety Course</li> <li>❖ Site Safety Plus Health and Safety Awareness Course.</li> </ul>
Apprentices	Apprentices who are on industry recognised training programmes are excluded from this requirement if they hold the relevant card carrying the CSCS logo.
	<p><i>Operatives who have completed an S/NVQ Level 2 or 3 or Trailblazer Standard within the last five years and hold the relevant CSCS logo card, will be exempt from this requirement.</i></p> <p><i>Operatives whose qualification was achieved more than five years ago will be required to demonstrate that they have achieved one of the courses listed above.</i></p>

Build UK is no longer responsible for mapping training courses to the industry-agreed standards. To make sure your course is included within the Build UK [Training Standard](#), your organisation will need to submit details of your course(s) and quality assurance arrangements to CITB to assess against the relevant standard. To begin the mapping process please make initial contact with CITB via [quality.assurance@citb.co.uk](mailto:quality.assurance@citb.co.uk).

## Frequently Asked Questions

Please note that any advice is given in good faith with the aim of providing general guidance on best practice. Build UK and the individuals and organisations responsible for the advice do not accept any liability arising in any way from relying on it. If you require advice on a specific issue, you should seek your own independent professional advice.

### What if I have issues getting on to site?

- Make sure the site has the latest version of the Build UK Training Standard
- If you still have an issue, then please contact Build UK at [info@BuildUK.org](mailto:info@BuildUK.org)

### What is a construction occupation?

For the purpose of the Build UK [Training Standard](#), a construction occupation is defined as one for which a [CSCS card](#), or a card featuring the [CSCS logo](#) can be obtained. Occupations including delivery drivers and security staff are not construction occupations and no card is required to access site.

### What are the supervision requirements for a lone worker on site?

The Build UK [Training Standard](#) assumes that a supervisor is managing people onsite. A lone worker is carrying out a construction task and will not be a people manager. Where a lone worker is carrying out a task on site for a short period of time, the Principal Contractor would often provide a supervisor to put them to, and/or oversee their work.

### What is the required supervisor to operative ratio?

The Build UK [Training Standard](#) does not recommend a figure for task supervisor to operative ratio. The Principal Contractor should define the ratio in line with the risk associated with each activity and this will vary depending on for example, the project and tasks being undertaken. The sub-contractor should agree this level of risk with the Principal Contractor prior to work commencing.

### Should work experience participants hold a card featuring the CSCS logo?

No. Only those on site who will be carrying out a construction occupation need to hold a card featuring the CSCS logo. Work experience participants should accompany a skilled operative holding the relevant CSCS logo'd card. Site managers should follow the recommendations for non-construction occupations on the Site Access Flowchart and ensure a risk assessment has been carried out. Further information on managing work experience is available in the [Build UK Work Experience Guide](#) as well as on the [CSCS website](#).

## Should international employees hold a card featuring the CSCS logo?

There will be occasions where international visitors are required on site to oversee works and it may not be practical for them to hold a card featuring the CSCS logo. This will have been pre-agreed by the Principal Contractor and site management should refer to the risk assessment developed for this situation. International operatives who attend UK sites regularly and hold international qualifications can apply to [UK Naric](#) to check whether the qualification maps to a UK equivalent. If the qualification maps, the operative will be able to apply for a CSCS card by following the process on the [CSCS website](#).

## What is the process for reporting a fraudulent card?

If you suspect someone attempting to gain access to site using a fraudulent card, you should:

- Retain the card if possible
- Make photocopies of front and back
- Record cardholder's name and address if possible
- Ask cardholder where the card was obtained from
- Contact the local police and report the matter\*
- Refuse access to site (subject to company rules).

Forward copies of all evidence to:

The Operations Team  
CSCS Ltd  
85 Tottenham Court Road  
London  
W1T 4TQ  
Marked "SUSPECTED FRAUDULENT CARD"

Or:

Email [report.it@citb.co.uk](mailto:report.it@citb.co.uk) making sure to include copies of all evidence.

CSCS and CITB will fully support any prosecution with technical and factual evidence.

*\*Please note: Contacting the police is at the discretion of each individual site and subject to company rules. CSCS and CITB always recommend contacting the police as this information can be helpful to the authorities when investigating issues such as modern day slavery, people trafficking and right to work investigations.*

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