

SICCS

Maintaining standards



SHOPFITTING AND INTERIOR CONTRACTING COMPETENCE SCHEME (SICCS) BOOKLET

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FOREWORD

“Shopfitting and Interior Contracting Competence Scheme” (SICCS) -: A National Skills Registration Scheme for the Shopfitting and Interior Contracting Industry.

The National Skills Registration Scheme for the Shopfitting and Interior Contracting Industry (SICCS) continues to provide a single skills card for the shopfitting and interior contracting sector of the construction industry.

The Construction Leadership Council agreed that from January 2015 the industry, including trade associations, contractors, clients and government should specify card schemes carrying their single approved logo. Cards who carry that logo have demonstrated that they meet the standard set down by the Leadership Council. The SICCS scheme has shown that it is a quality scheme and meets this standard and has been awarded the use of the logo.

During 2017 NAS was the first organisation in construction to introduce Virtual Smartcards to replace the existing physical cards. NAS members are issued with a digital smartcard which is quick and easy to download and stored on their smartphone ready to use on site immediately.

Individuals applying for a SICCS **digital** card will continue to be required to demonstrate the appropriate knowledge of working safely in the sector, in addition to being able to demonstrate the prerequisite level of competence for the respective occupation being undertaken. Previously acquired health and safety knowledge and accredited prior learning will be demonstrated by the respective individual’s ability to pass the CITB Health, Safety and Environment Test.

Competence requirements will be continue to be confirmed and updated by the executive committee of the Shofitting Independent Training Forum (SITF) and these will be outlined in the **National Association of Shopfitters (NAS)** Scheme Rules. This now includes for assemblers as well as the fully skilled shopfitter, bench joiner, woodmachinist and interiors specialist.

Throughout the process of establishing SICCS the NAS and SITF Management Committees have maintained a very strong focus on ensuring that the scheme is centred on the principles of independent assessment of operating ability and competence, and the raising of standards expected in the shopfitting and interior contracting sector. Whenever there is change, there comes a challenge and we look forward to continuing working with the wider industry to ensure that this scheme continues to establish a competent and safe specialist sector.

Martin Quille – NAS President

John Bailey – Chairman of the Shopfitting Independent Training Forum

Introduction

What is the NAS Skills Card (SICCS)?

1. The Shopfitting and Interior Contracting Competence Scheme (SICCS) is a national skills registration scheme that provides a single ‘virtual’ skills card for this sector within the wider construction industry. It was launched in 2009 at the request of employers, to allow them to further comply with regulations and requirements, and its goal is to apply common accredited standards for all occupations within the sector.
2. The Scheme provides recognition by the National Association of Shopfitters (NAS) and the Shopfitting Independent Training Forum (SITF) for an accredited, qualified and competent workforce from “Apprentice to Boardroom”. The Construction Leadership Council agreed that from January 2015 the industry including trade associations, contractors, clients and government should specify card schemes carrying their single approved CSCS logo. Cards who carry the CSCS logo have demonstrated that they meet the standard set down by the Leadership Council. The SICCS scheme has shown it is a quality scheme and meets this standard and has been awarded the use of the CSCS logo.
3. The Scheme is owned and administered by the National Association of Shopfitters (NAS) and is overseen by the Management Committee of the Shopfitting Independent Training Forum (SITF). Applications for cards are processed by NAS and can be made via a dedicated telephone number, by post or by completing an application form available online, downloadable from; <http://www.shopfitters.org/other/siccs-card-1>
4. The Management Committee of the Shopfitting Independent Training Forum is made up of representatives of the industry and supported by representation from CITB.

What are the aims of the Scheme?

5. The Scheme aims to:
 - Keep a record of workers in the shopfitting and interior contracting sector who have achieved a recognised level of accredited ability and competence, and that is underpinned by the issue of an accredited skills card
 - Raise the standards of individuals applying for a card by ensuring they can demonstrate the appropriate knowledge of working safely in the sector, in addition to being able to prove the prerequisite level of competence for the respective occupation being undertaken
 - Recognise accredited prior learning and retained knowledge by demanding the respective applicants ability to pass the CITB Health, Safety and Environment Test
 - Encourage those who procure shopfitting and interior contracting to use certificated skilled workers
 - Be self-financing; with any surplus funds being used for the benefit of the shopfitting and interior contracting sector

What are the benefits of the scheme?

6. The scheme provides the following benefits to individuals:
 - recognition of skills, competence and qualifications
 - improved health and safety awareness
 - improved employment prospects
 - provision of training standards to equip individuals with relevant skills to be employed in the shopfitting and interior contracting sector
 - a digital card that is stored in an app called Vircarda on a smartphone
7. The scheme provides the following benefits to employers:
 - identification of operatives with recognised industry skills, competence and qualifications
 - better quality of work
 - improved health and safety awareness amongst the workforce of the shopfitting and interior contracting sector
 - provision of training standards to equip individuals with relevant skills to enter the industry
 - a move to a qualified and carded workforce, which will help to improve customer satisfaction and the industry's image
 - a digital card that is stored in an app called Vircarda on a smartphone

What is the scope of the Scheme?

8. The scheme provides certification and accreditation for shopfitting and interior contracting and design within UK construction and associated industries. The certification scheme process is supported by assessment centres delivery of N/SVQ's and other recognised qualifications.
9. Membership of the scheme is voluntary, but an accredited skills card is considered mandatory on many construction sites and other work environments throughout the UK. The cards have been accepted by the Construction Leadership Council as meeting their standard and so will be accepted on major contractor sites and with any government contract.
10. Compliance with the contents of this scheme booklet is a requirement for members of the scheme (individual's holding a SICCS digital card).
11. There are no age requirements for scheme membership. However, in some cases legislation and/or company policy regarding the use of certain types of machine, plant or equipment may specify different age limits for a specific working environment. This may result in the digital cardholder being prevented from using such equipment.

12. Basic training and competency standards are defined by the scheme for:

- Apprentices, Labourers, Fabricators, Experienced Workers, Supervisors/Managers, Director, Shopfitting Related Professionals including Interior Designers.

What is the structure of the scheme?

13. The structure of the scheme can be defined in the following terms; core elements, cards available, progression through the scheme and delivery of the scheme.

14. The purpose of this section is to outline the structure of the scheme and the respective requirements for occupational cardholders.

Section A: Core Elements of the Scheme

15. The scheme is comprised of a number of core elements, which are used to demonstrate the skills, competence and qualifications that determine eligibility for membership.

Training	Through the Shopfitting Independent Training Forum and other such accredited channels
CITB Health, Safety and Environment Test	General Health and Safety awareness
N/SVQ or other recognised qualification (s) at the appropriate level	Occupational competence demonstrated through a vocational qualification.
Health and Safety DVD “A Safe Pair of Hands	Sector specific induction DVD

Section B: Digital Cards that are available

Digital Card Type	Checks Undertaken
Shopfitting Site Visitor Valid for 5 years	Confirmation of Operative level CITB Health, Safety and Environment Test pass within 2 years prior to date of application.
Renewal Application	Confirmation of Operative level CITB Health, Safety and Environment Test pass within 2 years prior to date of application.

<p>Apprentice</p> <p>Valid for 4 years</p> <p>Non-renewable digital card</p>	<p>Registration to an appropriate Apprenticeship or N/SVQ 2 or 3 as listed in Appendix A.</p> <p>Confirmation of Operative level CITB Health, Safety and Environment Test pass within 2 years prior to date of the application</p>
<p>Digital Card Type</p>	<p>Checks Undertaken</p>
<p>Labourer</p> <p>Valid for 5 years</p> <p>Renewal application</p>	<p>Achievement of the Level 1 Award in Health and Safety in a Construction Environment.</p> <p>Confirmation of Operative level CITB Health, Safety and Environment Test pass within 2 years prior to date of application.</p> <p>Confirmation of Operative level CITB Health, Safety and Environment Test pass within 2 years prior to date of application</p>
<p>Assemblers / Fabricators including Metal and Corian</p> <p>Valid for 5 years</p> <p>Renewal application (Not applicable to those digital cards achieved through company training for Corian Fabrication)</p>	<p>Achievement of appropriate NVQ level 2 or recognised equivalent qualification/approved company training as listed in Appendix A.</p> <p>Confirmation of Operative level CITB Health, Safety and Environment Test pass within 2 years prior to date of application.</p> <p>Confirmation of Operative level CITB Health, Safety and Environment Test pass within 2 years prior to date of application.</p>

<p>Experienced Shopfitter Valid for 5 years</p> <p>Renewal application</p>	<p>Achievement of appropriate NVQ level 3 or recognised equivalent qualification as listed in Appendix A.</p> <p>Confirmation of Operative level CITB Health, Safety and Environment Test pass within 2 years prior to date of application.</p> <p>Confirmation of Operative level CITB Health, Safety and Environment Test pass within 2 years prior to date of the application.</p>
<p>Digital Card Type</p>	<p>Checks Undertaken</p>
<p>Supervisors and Managers Valid for 5 years</p> <p>Renewal application</p>	<p>Achievement of the three day CITB accredited Site Safety Plus training programme for Shopfitters and Interior Contractors. Supervisors and Managers will also hold an appropriate craft or technical qualification as listed in Appendix A.</p> <p>Confirmation of Supervisor or Management & Professional CITB Health, Safety and Environment Test pass within 2 years prior to the application.</p> <p>Achievement of the two day CITB accredited Site Safety Plus refresher programme for Shopfitters and Interior Contractors.</p> <p>Confirmation of Supervisor or Management & Professional CITB Health, Safety and Environment Test pass within 2 years prior to the application.</p>

<p>Directors Valid for 5 years</p> <p>Renewal application</p>	<p>Achievement of the one day CITB accredited Site Safety Plus Training Programme for Directors Responsibilities for Health and Safety.</p> <p>Directors will also hold an appropriate craft, technical or professional qualification as listed in Appendix A.</p> <p>Confirmation of Management & Professional CITB Health and Safety Test pass within 2 years prior to the application.</p> <p>Achievement of the one day CITB accredited Site Safety Plus Training Programme for Directors Responsibilities for Health and Safety.</p> <p>Confirmation of Management & Professional CITB Health and Safety Test pass within 2 years prior to the application</p>
<p>Shopfitting Related Professional including Interior Designer.</p> <p>Renewal application</p>	<p>Achievement of appropriate NVQ level 3 (or above) or equivalent qualification as listed in Appendix A.</p> <p>Confirmation of the Managerial and Professional CITB Health, Safety and Environment Test pass within 2 years prior to date of application.</p> <p>Confirmation of the Managerial and Professional CITB Health, Safety and Environment Test pass within 2 years prior to date of application.</p>

Section C: Delivery of the Scheme

16. The scheme will be processed, accredited and branded by NAS. Applications can be requested via the dedicated telephone number (01883624961), by post or by completing an application form available online, downloadable from www.shopfitters.org.
17. There is a £30.00 application fee for **the digital** card which should be attached to the application. This is a non-refundable fee for the service of processing the application. If your application is incomplete you will be given 90 days to resolve any issues. Any applications returned after 90 days will be subject to an additional £30.00 non-refundable application fee.

Training

What is the training requirement?

18. It is recommended that anyone applying for a **digital** card is supported by appropriate training that will elevate the individual to a required standard to pass the CITB Health, Safety and Environment Test.
19. It is recommended that employers seeking accreditation to the scheme will support their employees by the creation of a training plan which is tailored to suit individual requirements. This is particularly crucial as bad habits that may have been acquired may mean the individual being unsuccessful in passing the Health and Safety Test.
20. Training and competence are enshrined in the statutory obligations of the employer (Health and Safety at Work Act 1974, Construction, Design and Management Regulations 2007). The scheme provides employers with a way of ensuring that their employees have an appropriate level of skill as defined by the industry. For **digital** card holders this demonstration of skill will have taken place after the satisfactory completion of the CITB Health, Safety and Environment Test. It is the responsibility of the employer and the employee with the possible assistance of a training professional, to ensure the appropriate level is identified and delivered.

How can I get training?

21. Training will be accessed primarily through the Shopfitting Independent Training Forum but further support may be accessed from:
 - Other accredited training providers
 - In house trainers
 - Colleagues
22. It is ultimately the responsibility of the employer and the employee to choose the training channel which better suits their learning needs.

How much does training cost?

23. There is no set fee for training; this will be determined by the chosen provider. It is however recommended that CITB levy payers engage with the Shopfitting Independent Training Forum for their needs. Courses sourced from the Forum may be grant aided.

What do I do next?

24. Pass the appropriate level CITB Health, Safety and Environment Test.

The CITB Health, Safety and Environment Test

What is the requirement for the Health, Safety and Environment Test?

25. All new applicants, and those adding a category or renewing a **digital** card, must have an understanding and knowledge of current basic Health & Safety as demonstrated through holding a CITB Health, Safety and Environment Test pass that has been achieved within the last two years. The level of test required depends on the card type being applied for.
26. All categories of **digital** card require as a minimum a pass in CITB Health, Safety and Environment Test at the appropriate level. This test consists of multiple choice questions on general health and safety awareness.
27. It is recommended that appropriate health and safety training is undertaken before attempting the CITB Health, Safety and Environment Test.
28. There is no limit to the amount of times the CITB Health, Safety and Environment Test can be taken.
29. The CITB Health, Safety and Environment Test can be taken at independent test centres found in convenient locations around the country.
30. Individuals can contact the CITBs Health, Safety and Environment Test Helpdesk directly on **0344 994 4488**.
31. Individuals are advised to have their **SICCS digital** card number to hand when booking their test, or their National Insurance number if new to the Scheme.
32. Individuals are advised to book the CITB Health, Safety and Environment Test in plenty of time.
33. Employers may book a mobile test unit or become an internet test centre. For further details on internet testing or for booking a mobile testing unit please contact the CITB Health & Safety Test Helpdesk on **0344 9944488**.
34. A copy of the CITBs Health, Safety and Environment Questions & Answers book may be purchased from major book stores. It contains all the questions and answers for this test. Please note the questions from the Managerial and Professional Health and Safety Test are contained in a separate book.

How much does the test cost?

35. The cost of the Test is currently £19.50, however the cost is determined by CITB and is subject to change so please go to;
<https://www.citb.co.uk/cards-testing/health-safety-environment-test/>
for details on how to access the most up-to-date information.

36. Please be advised however that the cost of the Health and Safety Test is not grant supported.

What is the requirement for N/SVQ?

37. The scheme requires an individual to prove operating competence through attainment of an N/SVQ. Candidates should be employed in the shopfitting and interior contracting sector before commencing an apprenticeship. This is because to achieve an N/SVQ requires work based evidence.
38. All applicants will undertake basic skills literacy and numeracy assessment at an appointed centre as part of the selection process.
39. N/SVQ level 3 applicants must be able to demonstrate or provide evidence of substantial skills already gained in the occupation from previous or current employment.
40. The course content will be relevant to the occupation and include the use of hand, power tools and woodworking machines. Other areas covered will include timber and its properties, joints and fixings, setting out and assembly of doors and frames, stairs and storage and display units. Level 3 demands more complex skills and begins to introduce supervisory responsibilities.
41. The qualification assessment will include continuous assessment throughout the training period. Most of the assessment will be undertaken in the workplace and there will also be external assessment of key skills (if required) and the training qualification. Student's progress will be regularly reviewed and achievable targets set to ensure efficient completion.
42. Candidates will require confirmation of the achievement of the appropriate N/SVQ and a copy of the certificate should be attached to the application form and sent to NAS. This will enable the appropriate **digital** card to be issued. Originals should not be sent as they cannot be returned.

Renewing a SICCS **Digital Card**

What are the requirements for renewing the SICCS **Digital Card?**

43. Not all **digital** cards are renewable. See Section B for details.
44. An applicant is required to have passed the appropriate level CITB Health, Safety and Environment Test within two years of the application receipt.
45. If renewing a Supervisors or Managers **digital** card applicants are required to achieve the two day CITB accredited Site Safety Plus for Shopfitters and Interior Contractors.

46. If renewing a Directors **digital** card applicants are required to have achieved the one day CITB accredited Site Safety Plus Directors Responsibilities for Health and Safety, achieved within 2 years prior to application.
47. The £30.00 **digital** card application fee should be attached to the application. This is a non refundable fee for the service of processing the application. If your application is incomplete you will be given 90 days to resolve any issues. Any applications returned after 90 days will be subject to an additional £30.00 non- refundable application fee.
48. The application should be sent to CITB as the nominated service provider.
49. The **digital** card start date will be the date from the expiry date of the previous **digital** card. If a delayed application is made the **digital** card will be back dated to the start of the expiry date of the previous **digital** card.
50. The application process for renewals is the same as for the initial **digital** card application.
51. Following application for a **digital** card please allow between two and four weeks for delivery. If the **digital** card has not been received after 4 weeks, contact the SICCS Helpline on 01883624961.

Fair Processing Notice

How will you handle my personal data?

52. The scheme is operated by SICCS on behalf of the National Association of Shopfitters (NAS - owner of the scheme).
53. Personal Data” is an individual’s contact details and any information obtained directly from an individual, or from third parties, SICCS or NAS.
54. SICCS may use personal data for the purpose of administering the scheme. The National Association of Shopfitters/Shopfitting Independent Training Forum may also disclose personal data to third parties (including our nominated agents e.g. approved Test Centres, the individual’s employer or prospective employer and funding bodies) for the purposes outlined above, but we will not otherwise pass personal data to third parties for marketing purposes.
55. If SICCS transfers personal data to a third party in another country, all parties will make sure they agree to apply the same levels of protection as are required to apply to information held in the UK, and that they use the personal data only for the purposes outlined above.
56. Individuals have a right to request a copy of any personal data held about them (for

which SICCS may charge a small fee) and to correct any inaccuracies in their personal data.

57. If SICCS is given information from a third party about another individual, the party providing it must be able to confirm that the individual has been appointed by them to act on his/her behalf and has agreed that the party providing the information can give consent on his/her behalf to the processing of his/her personal data.

58. By signing a SICCS application form, an individual gives consent to these terms and the processing of the personal data contained thereon.

Appeals

How do I lodge an appeal?

Appeals or disputes in the first instance should be referred, in writing, to:

The SICCS Manager, Shopfitting and Interior Competence Scheme (SICCS), C/O the National Association of Shopfitters, 411 Limpsfield Road, Warlingham CR6 9HA

59. The SICCS scheme manager will endeavour to resolve the matter.

60. If the SICCS scheme manager is unable to resolve the matter, it will be referred to an Appeal Panel, appointed by the Management Committee of the Shopfitting Independent Training Forum for a final and binding decision

SICCS Manager

What is the role of the SICCS Manager?

61. The SICCS manager is responsible for the management of the scheme and will be a person appointed by the National Association of Shopfitters.

SICCS Processing

Who completes the SICCS Processing?

62. The processing of SICCS application form is completed by the scheme at the offices of the NAS. The turnaround time for producing **digital** cards is normally 15 working days from receipt of the correctly and fully completed application.

Further sources of information

Shopfitting & Interior Contracting Certification Scheme (SICCS)

63. SICCS Helpdesk: 0844 847 4409
64. SICCS Website: www.shopfitters.org

65. The above should be consulted for information such as:

- How do I get a SICCS **digital** card?
- How do I find a SICCS S/NVQ Centre?

CITB Health, Safety and Environment Test

66. CITB Health, Safety and Environment Test booking number; 0344 994 4488

67. CITB Health, Safety and Environment Test Website;

<https://www.citb.co.uk/cards-testing/health-safety-environment-test/>

68. These above sources will be able to provide information on:

- How do I prepare for the test?
- How much will the test cost?

CITB Grant

Grant Website

<https://www.citb.co.uk/grant/claiming-grants-available/>

69. This source will be able to provide information on:

- What is Grant?
- What Grants are available?
- How much Grant can I claim?
- How do I claim?

SICCS Health and Safety Statement

70. The National Association of Shopfitters and the Shopfitting Independent Training Forum considers that it has a duty to help reduce accidents and ill health in the shopfitting and interior contracting sector of the construction industry. It aims to fulfil this duty by creating a greater understanding of health and safety matters in all of its scheme requirements. The SICCS scheme has been designed to record the independent assessment of the training delivered to individuals to ensure they meet the requirements of the shopfitting and interior contracting sector. Safe systems and safe methods of work must form an integral part of all training and testing activities, providing a cornerstone on which to build health and safety awareness.

71. The Health and Safety at Work etc Act 1974 places a general duty on employers to ensure the health, safety and welfare of their employees. A similar obligation is placed on training establishments to safeguard candidates. The Act requires employers to provide a safe working environment, safe access to and from the workplace, safe equipment and machinery. In addition, they must provide all employees and candidates with information, instruction, training and supervision, together with adequate facilities and arrangements for their welfare.

72. Legislation also places general duties on employees who must take reasonable care for health and safety of themselves and others who may be affected by their actions or omissions. Employees must co-operate with their employer in health and safety matters; and not interfere with, or misuse, anything provided under the various regulations in the interest of health and safety.
73. The correct and safe use of equipment is of utmost importance. Employers and employees should never attempt to use an item of plant or equipment outside of its design purpose and must comply in full with manufacturer's instructions at all times. The general approach to using plant and equipment should be to create a safe and productive environment, thereby reducing the risk of injury whilst maintaining production outputs.
74. Employers must ensure that supervisors responsible for overseeing the use of equipment have received adequate training and are competent, thus providing a safe working environment. This will enable the employer to reduce the risk of accidents happening as a result of supervisors not understanding the limitations placed on plant and equipment.
75. To maintain a trained and competent workforce, the employer should regularly carry out risk assessments to identify the competence needs of their employees and determine the aims, objectives and extent of any training needed to meet competence requirements.
76. Additional requirements in health and safety are placed upon employers to regularly review the performance of employees. This could lead to refresher and familiarisation training resulting from a changing working environment, technical advancements, skill fade, issue of new equipment or attachments, and amendments to legislation.
77. The training environment must provide close and continuous supervision of individuals. This is particularly important for young and inexperienced individuals who need to gain a better understanding of health and matters associated with construction plant/equipment and general building activities.
78. As well as general health and safety, special attention should be given to working at heights and in confined spaces, manual handling, hazardous substances and the use of personal protective equipment (PPE). The need to follow all given instruction must be strongly emphasised.

Appendix A

Qualification requirements

1. A qualification for skilled workers must be in one of the occupations listed below unless specified in the table below:

- Bench Joinery
- Carpentry & Joinery
- Shopfitting Bench Work
- Shopfitting Site Work
- Woodmachining
- Setter Out
- Corian Fabrication
- Metal fabrication

Digital Card Level	Qualification(s)
Shopfitting Site Visitor	No qualification required.
Apprentice	1. Registered as working towards an Apprenticeship or S/NVQ 2. Level 2 or 3 in the appropriate occupation or registered as a Technician Apprenticeship.
Assemblers / Fabricators including Metal and Corian	Achievement of one of the following: <ol style="list-style-type: none"> 1. S/NVQ Level 2 in the appropriate occupation 2. City and Guilds Craft Certificate when part of an Indentured Apprenticeship 3. Successful completion of the CD UK Ltd, Corian Applicators Training Course. (Note: this card will not be renewable.) 4. City and Guilds Level 2 Diploma in Furniture, Interiors and Wood Machining -Unit 229 Fit and Fix Worksurfaces. (Note: this card will not be renewable.)
Experienced Operative	Achievement of one of the following: <ol style="list-style-type: none"> 1. S/NVQ Level 3 in the appropriate occupation 2. City & Guilds Advanced Craft when part of an Indentured Apprenticeship

<p>Supervisor</p>	<p>Achievement of one of the following:</p> <ol style="list-style-type: none"> 1. S/NVQ Level 3 in the appropriate occupation 2. City & Guilds Advanced Craft when part of an Indentured Apprenticeship 3. Construction Contracting Operations S/NVQ Level 3 4. Construction Site Supervision S/NVQ Level 3 5. City & Guilds in Supplementary Studies <p>If you hold a supervisory qualification that is not shown in this list contact the SICCS Helpline for further advice.</p>
<p>Manager</p>	<p>Achievement of one of the following:</p> <ol style="list-style-type: none"> 1. S/NVQ Level 3 in the appropriate occupation 2. City & Guilds Advanced Craft when part of an Indentured Apprenticeship 3. City & Guilds in Supplementary Studies 4. Construction Contracting Operations S/NVQ Level 3 5. Construction Site Supervision S/NVQ Level 3 6. Construction Contracting Operations S/NVQ Level 4 7. Construction Site Management S/NVQ Level 4 8. HND/ HNC in management <p>If you hold a management qualification that is not shown in this list contact the SICCS Helpline for further advice.</p>
<p>Director</p>	<p>Achievement of one of the following qualifications in the stated occupations:</p> <ol style="list-style-type: none"> 1. S/NVQ Level 3 in the appropriate occupation 2. City & Guilds Advanced Craft when part of an Indentured Apprenticeship 3. City & Guilds in Supplementary Studies 4. Construction Contracting Operations S/NVQ Level 3 5. Construction Site Supervision S/NVQ Level 3 6. Construction Contracting Operations S/NVQ Level 4 7. Construction Site Management S/NVQ Level 4 8. Construction Senior Management S/NVQ Level 5 <p>If you hold a senior management qualification that is not shown in this list contact the SICCS Helpline for further advice.</p> <p>Please note that all applications for Director digital cards will be verified for eligibility with the Scheme Owners prior to issue.</p>

<p>Shopfitting Related Professional including Interior Design</p>	<p>The following occupations are available:</p> <ul style="list-style-type: none"> • Health and Safety Manager • Estimator • Surveyor • Interior Designer <p>Achievement of one of the following qualifications in the stated occupations;</p> <ol style="list-style-type: none"> 1. S/NVQ Level 4 or higher in the appropriate occupation 2. Construction Contracting Operations - Surveying S/NVQ Level 4 3. Construction Contracting Operations – Estimating S/NVQ Level 4 4. Occupational Safety and Health S/NVQ Level 4 5. Member of the Royal Institute of Chartered Surveyors 6. Member of the Institute of Occupational Safety and Health 7. Higher National Certificate (HNC) 8. Higher National Degree (HND) 9. BTEC Advanced Diploma 10. Qualifications in Interior Design at Level 3 and above accredited by the Society of British and International Design (SBID) <p>If you hold a qualification that is not shown in this list contact the SICCS Helpline for further advice. Please note that all applicants applying for a digital card with a HNC, HND or BTEC Advanced Diploma must also hold an NVQ Level 3 for a Shopfitting Craft Occupation.</p> <p>Please note that all applicants applying for a digital card with a HNC, HND or BTEC Advanced Diploma must also hold an NVQ Level 3 for a Shopfitting Craft Occupation.</p>
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