

Application Reference No: _____
(For BRC use only)

Application Form to become BRC Consumer Product Approved Training Provider

1. Personal Details

| | |
|---------------------------|--|
| Name: (Mr. Mrs. Ms. Miss) | |
| Address: | |
| Address: | |
| Country: | |
| Telephone: | |
| Mobile: | |
| Web address: | |
| Email address: | |
| Skype address: | |

Please indicate type of application: **(please tick appropriate box)**

Sole Practitioner Member Practising Consultancy Certification Body Employee Trade Association

Other Status (please provide details).....

If employed, please provide details of your current employer

| | |
|------------------|------------------------|
| Employers Name: | Position of applicant: |
| Industry Sector: | Admin contact Name: |
| Address: | Telephone: |
| | Email: |

2. Client References

Please provide the names and addresses of three client referees whom the BRC can approach for references. These should provide details of your personal Training expertise and demonstrate broad industry experience. Therefore you should if possible include references from industry sectors appropriate to the BRC Standard you have applied to train against. All client references provided will be contacted by the BRC and held in confidence.

| | Referee 1 | Referee 2 |
|--|------------------|------------------|
| Industry Sector: | | |
| Contact: | | |
| Position: | | |
| Company: | | |
| Address: | | |
| Telephone: | | |
| Email: | | |
| Summary of work undertaken for referee | | |

Please tick the following industry sectors in which you have proven experience and knowledge, and again, provide a self-assessment summary of your own technical ability. Leave blank any sectors for which you have no or very limited knowledge

| Industrial Sectors | 1 Expert | 2 Competent |
|---|---------------------|------------------------|
| Textile and Textile Products | | |
| Leather, Leather products, Footwear | | |
| Wood, Wooden Products, Cork, Straw | | |
| Paper and Paper Products | | |
| Printing and Recorded Media | | |
| Coke, Charcoal, refined petroleum product | | |
| Chemical and Chemical products | | |

| | | |
|--|--|--|
| Pharmaceuticals | | |
| Rubber and plastic Products | | |
| Glass, Clay, Ceramic and Porcelain Products | | |
| Concrete, cement, lime and Plaster | | |
| Metal products excluding machinery | | |
| Machinery and Equipment | | |
| Computer, Electronic, Communications and Optical | | |
| Electronic Equipment, Batteries | | |
| Transport Equipment, Cycles, Boats | | |
| Furniture | | |
| Games and toys | | |
| Jewellery and Accessories | | |
| Medical Devices | | |
| | | |

Expert – Has comprehensive, up to date knowledge of the industry, manufacturing processes and best practice and Product legislation

Competent – Has a good working knowledge of the industry and can answer general manufacturing queries on that production process.

3. Technical Qualifications

Please attach a current copy of your CV. This should contain the following information:

- Education
- Employment Record
- Membership of Professional Bodies
- Key Qualifications (relevant to Training)
- Details of Training Courses delivered and Tutor experience
- A Log or Details of Audits undertaken

4. Languages in which you can deliver training

| |
|----|
| 1. |
| 2. |
| 3. |

5. ATP Criteria

The BRC publish minimum Criteria that all ATPs must meet in order to become a Approved Training Provider
Please submit detail of your experience against each of the Criteria:

| | |
|--|--|
| <p>A recognised Professional Training Certificate, and a minimum of 10 days delivery of training courses OR A minimum of 3 years experience in Training/Teaching/Lecturing</p> | |
| <p>A degree in a manufacturing, engineering, science, business or quality related discipline, or an equivalent standard higher education course.</p> | |
| <p>A minimum of five years post-qualification experience in manufacturing or manufacturing support industries. This includes working in quality assurance, technical management, retail technology or technical audits in the non food consumer product sector, and gained within the last 10 years.</p> | |
| <p>Passed a registered QMS Lead Auditor Course (e.g. ISO, IEMA, IRCA) OR Passed the BRC/RILA Effective Auditing Course or any other BRC course including at least 2 days of auditing skills training</p> | |
| <p>Undertaken and passed a course in Risk Assessment, of at least 2 days duration, and be able to demonstrate an understanding of Risk Assessment within the Consumer Product Manufacturing sector.</p> | |

| | |
|--|--|
| <p>10 audits days (in the Consumer Product sector) involving third party audits against an internationally recognised standard or second party audits (e.g. retailer audits) covering consumer product safety, quality and legality.</p> | |
| <p>Any further information that is relevant to your application</p> | |

Undertaking by the applicant

- A. I agree that on becoming a BRC Approved Training Provider I will be governed by the BRC training rules contained within the ATP Training Manual as they now exist or as they may in future be altered.
- B. If my application is successful, I will further the objectives of the BRC Approved Training Provider programme, as far as I am able by providing professional services with integrity and honesty. Provided that when I give notice in writing to the BRC Representative that I wish to withdraw as an Approved Training Provider, I will be free from these obligations from the date of my withdrawal.
- C. I certify that all the statements made by me in this application form (and attachments, including my CV) are true and correct to the best of my knowledge. I fully understand that being approved by the BRC under the Approved Training Provider Scheme does not guarantee work for me or my organisation.
- D. By signing this application, I understand and accept that the BRC may hold the above information for the marketing of the BRC Approved Training Provider scheme.
- E. All invoices are due for payment within 30 days

| | |
|-------------------------|--------------------|
| <p>Signature</p> | <p>Date</p> |
|-------------------------|--------------------|