

# Application for membership of the FCS Installer Training & Accreditation Scheme (FITAS)

*Please complete all sections clearly in BLOCK CAPITALS and BLACK ink/font colour.*

## 1. Applicant Details

Family Name .....

First Name(s) .....

Address for correspondence.....  
.....  
..... Post Code .....

Contact Telephone No. ....

Email Address .....

Applicant Status (*please tick appropriate box*)

Employed	<input type="checkbox"/>	Name of Employer .....
Self Employed	<input type="checkbox"/>	Name (if appropriate) .....

## 2. Entry Criteria

*An applicant to the FITAS scheme is required to demonstrate specific minimum entry criteria :*

*Please provide evidence of either a **Qualification** (NVQ or City & Guilds in Vehicle Maintenance & Repair - Auto Electrical or similar) achieved no more than 5 years prior to the date of application to the FITAS scheme **or** a minimum of two years continuous, relevant, **Employment** as an installer or engineer immediately prior to the date of FITAS application. You will also need to provide evidence of current cover for **Public Liability Insurance and Product Liability or Defective Workmanship Indemnity Insurance** (held either in the name of the applicant or in the name of the company under which the applicant trades or is employed).*

- Qualification
- Employment
- Insurance

*Please tick the boxes which apply to this application and follow the instructions detailed below.*

Qualification - please supply a copy of the qualification certificate.

Employment - please supply a statement from your employer (or employers if you have changed jobs within the 2 years)

Public Liability & Product Liability/Defective Workmanship Indemnity Insurance - please supply a copy of the valid insurance certificate.

*Applicant Comments:*

### 3. Payment

The cost of membership is £20+vat per calendar month. The first payment is to be paid by cheque and returned with the application. All future payments are to be made by standing order. On receipt of your application form and cheque you will be sent a completed standing order form for signature and return. Your application will be progressed on receipt of the signed standing order form.

*If the membership costs associated with this application are to be paid by the applicants employer, a single standing order form may be returned for this and all other applications being made at this time if preferred.*

*Please make your cheque payable to: Federation of Communication Services Ltd*

### 4. Applicant Checklist

*Please use the checklist below to confirm the documentation to be submitted with this application*

Qualification Certificates

City & Guilds	<input type="checkbox"/>	Insurance certificate(s)	<input type="checkbox"/>
NVQ	<input type="checkbox"/>	Cheque for £23.50 (inc vat at current rate)	<input type="checkbox"/>
Statement from employer	<input type="checkbox"/>		

### 5. Signature & Declaration

*If the membership costs associated with this application are to be paid by the applicants employer please ensure that this section is completed by both the applicant and an authorised signatory of that employer.*

*I hereby apply for membership of the FCS Installer Training & Accreditation scheme (FITAS).*

*I understand the scheme to be an ongoing programme of training and development with an accreditation of my competence in working to the industry code of 'best practice' FCS 1362 (formerly MPT1362) and I agree to be bound by the terms and conditions shown.*

#### Applicant

Name (Block Capitals)

.....  
Signature  
.....

#### Employer

Name (Block Capitals)

.....  
Signature  
.....

### 6. Terms & Conditions

**"Assessment"** means any testing, evaluation, examination or auditing defined, in the rules of the Handbook, as being required.

**"FCS"** means the Federation of Communication Services Ltd

**"FITAS"** means FCS Installer Training and Accreditation Scheme operated by FCS

**"Handbook"** means the FITAS handbook provided to members by FCS, as amended by FCS from time to time at FCS's discretion.

**"Member"** means an installation technician or engineer who is a fully paid up member of the FITAS programme

1. FITAS is owned and administered by FCS whose decision in the application and interpretation of the membership terms and conditions shall be final.
2. Members accepted by FCS agree to pay to FCS the monthly fees at prevailing rates
3. FCS agrees to provide the training and audit services specified in the Handbook
4. Members agree to be bound by the rules set out in the Handbook including but not limited to the minimum entry level requirements, completion of mandatory training modules and holding the level of professional indemnity insurance specified by FCS.
5. Members agree to commit to pay the costs of membership for a minimum of 12 months but may give FCS notice of 3 months of termination of membership, such notice being effective at the end of the 3 months notice period or the end of the minimum 12 month's membership, whichever is the later.
6. Members agree to Assessment in accordance with the rules set out in the Handbook, to be bound by the decision of the assessor appointed by FCS and to bear the costs of any re-assessment necessary.
7. If any complaint is received by FCS about the work or conduct of a Member, that Member agrees to cooperate with FCS investigations, provide copies of documentation etc as and when requested and to comply with the decision of the FCS Installers Committee with regard to any corrective action to be taken.
8. FCS does not accept any liability for losses suffered by a Member due to any act or omission of FCS.
9. If a Member leaves the employ of a company that is responsible for paying the Member's fees the member must contact FCS to arrange for continuing accreditation and payment and, in the event that the Member does not do so, membership will lapse once fees are no longer being paid in respect of that Member.