

**THE SAFETY AND RELIABILITY SOCIETY (SaRS)**

**ENGINEERING COUNCIL REGISTRATION: INCORPORATED ENGINEER**

When completed please send this application to:

The Safety and Reliability Society, Hollinwood Business Centre, Albert Street, Oldham, Manchester, OL8 3QL (email [info@sars.org.uk](mailto:info@sars.org.uk))

Please include colour photographic proof of identity and copies of degree certificates (where appropriate). An administration fee will be due on application and you will receive an invoice which must be paid before processing begins.

Please refer to our website for additional guidance to support your application.

<https://www.sars.org.uk/section-membership/registration>

If you have any additional requirements that may affect your application, please advise us by email or telephone.

NOTE: PLEASE DO NOT CHANGE THE ORDER OF THE TEMPLATE BOXES WHEN COMPLETING

**PART 1 – PERSONAL DETAILS**

|  |  |
| --- | --- |
| Surname or Family Name |  |
| Forename(s) |  |
| Title |  |
| Home address |  |
| Business address |  |
| Date of Birth |  |
| SaRS Membership Number |  |
| Home Telephone |  |
| Work Telephone |  |
| Email |  |
| Skype |  |

**MEMBERSHIP OF OTHER PROFESSIONAL INSTITUTES AND SOCIETIES***(Hint – you can add more rows by hovering over the bottom left cell and clicking + )*

|  |  |  |
| --- | --- | --- |
| **MEMBERSHIP DETAILS** | **DATE JOINED/ADMITTED** | **GRADE/NUMBER** |
|  |  |  |
|  |  |  |

**PART 2 – EDUCATION AND QUALIFICATIONS**

**Secondary Education – please complete this section if you have NOT proceeded to higher education.***(Hint – you can add more rows by hovering over the bottom left cell and clicking + )*

|  |  |  |  |
| --- | --- | --- | --- |
| School | |  | |
| Subject passed |  | Level |  |
| Subject passed |  | Level |  |
| Subject passed |  | Level |  |

**Higher Education**

|  |  |  |  |
| --- | --- | --- | --- |
| **University/College** | **Dates** | **Degree/Qualification** | **Class Obtained** |
|  |  |  |  |
| **Principal Subject(s)** | | | |
| **Subsidiary Subject(s)** | | | |
| **Project(s)** | | | |

***NB:*** *Evidence such as a degree certificate photocopy, official pass list or statement certified as true by the University/College Registrar, or the applicant’s Proposer should accompany this form.**Please note that additional information may be requested as part of the academic review process e.g. course syllabus, transcripts or a project summary. We will contact you if this additional information is required.* ***All should be authenticated by the signature of the Proposer.***

**Additional Qualifications/Distinctions**

|  |  |  |  |
| --- | --- | --- | --- |
| **College/Institute/Society** | **Dates** | **Examination Distinction** | **Subject(s)** |
|  |  |  |  |

**Publications –** Please list any publications you have written below. Copies of papers and reports in the public domain and patent specifications should be sent where a full library reference is not available.  
*(Hint – you can add more rows by hovering over the bottom left cell and clicking + )*

|  |  |
| --- | --- |
| **Title and Reference** | **Date Published** |
|  |  |
|  |  |

**PART 3 – WORK-BASED LEARNING AND EXPERIENCE**

Please give relevant dates and titles of all posts you have held in chronological order starting with your current or most recent post. Your proposer and seconder should initial the parts of your work-based learning and experience where they have direct experience of your activities.

Please note that this section of the application form will also be used to assess whether your underpinning technical (i.e. engineering) knowledge and understanding (UK&U) gained through your experience is equivalent to the formal Bachelors level academic learning required by the Engineering Council. This work-based learning and technical experience may occur during the earlier stages of your career or later on during your career. Structured training (also called further learning) undertaken during your employment will also count towards UK&U.

The assessors who will look at this will have knowledge of and technical experience in your industry and technical area. Please complete the form with this in mind, detailing all your work based learning and technical experience clearly and concisely.

Provide evidence of how you are applying your knowledge and understanding of engineering principles as part of your individual contribution to engineering activities e.g. use terms such as “I led, designed, build, tested, negotiated, presented, implemented, achieved…” Avoid use of jargon and unnecessary or unexplained abbreviations. **Please see UK-SPEC4 for general examples of the type of evidence required and the SaRS registration page for examples tailored to safety and reliability.**

**CURRENT EMPLOYMENT OR MOST RECENT EMPLOYMENT, WORK-BASED LEARNING AND EXPERIENCE**

|  |  |
| --- | --- |
| Employer: | Address: |
| Tel: | Date Joined: |
| Job Title: | Grade (if applicable) |

Please specify your present duties and responsibilities including to whom you are responsible and the number and grade of people you for whose work you are responsible. Please also include an organisation chart initialled by your proposer, seconder or manager. This may be provided as a separate document.

Please clearly indicate your technical knowledge and experience and its application to engineering.

**PREVIOUS EMPLOYMENT, WORK-BASED LEARNING AND EXPERIENCE**

Please give details of all posts you have held, the names of your employers, a description of your duties and responsibilities, including your technical knowledge and experience and its application to engineering.

Please provide details of any structured training you have undertaken in the separate section below.  
*(Hint – you can add a block by clicking the + in the top right of the table, copying the table and pasting below)*

|  |  |
| --- | --- |
| Employer: | Address: |
| Tel: | Date Joined and left: |
| Job Title: | Grade (if applicable) |
| Duties, responsibilities and experience. | |

**STRUCTURED TRAINING UNDERTAKEN DURING CURRENT AND PREVIOUS EMPLOYMENT (INCLUDING APPRENTICESHIPS)**

*(Hint – you can add a block by clicking the + in the top right of the table, copying the table and pasting below)*

|  |  |
| --- | --- |
| Structured Training | Training Provider |
| Tel: | Date Joined and left: |
| Training Course Title: | Grade (if applicable) |
| Details of structured training. | |

**PART 4 – REFERENCES**

**THIS PART OF THE APPLICATION TO BE COMPLETED BY THE PROPOSER AND SECONDER**

**The Proposer and Seconder must be familiar with your technical work and normally should be a registrant with the Engineering Council. The Proposer and Seconder must be familiar with Engineering Council’s UK-SPEC requirements for registration and may be called upon to justify their judgement as to how your experience meets those criteria.**

*Note: if the Proposer and /or Seconder have not known the applicant’s work going back 5 years then the applicant should identify 2 referees who can vouch for the work over the 5 year period and who should initial the work they are familiar with. Please refer to the guidance to sponsors, referees, proposers and seconders available on the SaRS website.* *The 5 year period does not need to be continuous if a career break has been taken.*

**Notes for Proposers, Seconders and Referees**

In the section below please add your details, in what capacity you know the applicant. Please review the application and initial/highlighted the sections of the applicants experience you are familiar with then sign the form. Further guidance is available in our [Application Guidance for Sponsors](https://www.sars.org.uk/sars/wp-content/uploads/2018/12/EMCAPP002-Sponsor-Guidance-V2-UKSPEC4.pdf) on the SaRS Website

|  |  |
| --- | --- |
| **PROPOSER** | |
| Full Name |  |
| Postal address |  |
| Telephone |  |
| Email |  |
| Engineering Council UK Registration Number (or equivalent) |  |
| Professional Engineering Institution where registration is held |  |
| SaRS Membership number (if applicable) |  |
| In what capacity do you know the applicant and their work? | |
| I have known the applicant personally for …… years. I believe the information given on this form is true and accurate and **I have initialled/highlighted the sections of the applicants experience I am familiar with**. I propose and recommend the applicant for Registration. I have read and understood the criteria in the Engineering Council UK Standard for Professional Registration (UK-SPEC) available at [www.engc.org.uk](http://www.engc.org.uk).  Signed ………………………………………………………….. Date………………………………………………………. | |

|  |  |
| --- | --- |
| **SECONDER** | |
| Full Name |  |
| Postal address |  |
| Telephone |  |
| Email |  |
| Engineering Council UK Registration Number (or equivalent) |  |
| Professional Engineering Institution where registration is held |  |
| SaRS Membership number (if applicable) |  |
| In what capacity do you know the applicant and their work? | |
| I have known the applicant personally for …… years. I believe the information given on this form is true and accurate and **I have initialled/highlighted the sections of the applicants experience I am familiar with**. I propose and recommend the applicant for Registration. I have read and understood the criteria in the Engineering Council UK Standard for Professional Registration (UK-SPEC) available at [www.engc.org.uk](http://www.engc.org.uk).  Signed ………………………………………………………….. Date………………………………………………………. | |

|  |  |
| --- | --- |
| **FIRST REFEREE** | |
| Full Name |  |
| Postal address |  |
| Telephone |  |
| Email |  |

|  |  |
| --- | --- |
| **SECOND REFEREE** | |
| Full Name |  |
| Postal address |  |
| Telephone |  |
| Email |  |

*SaRS reserves the right to enter into private correspondence with the Proposer, Seconder and/or Referees and to request further information or evidence of claims.*

**NOTE FOR APPLICANTS.**

**HAVE YOU APPLIED FOR ENGINEERING COUNCIL REGISTRATION BEFORE WITH ANY OTHER INSTITUTION? Y/N**

|  |  |
| --- | --- |
| Date of previous application: |  |
| Institution |  |
| If yes, please give reasons for any unsuccessful application and summarise any advice given | |

**PART 5 – CONTINUING PROFESSIONAL DEVELOPMENT (CPD)**

As part of your application to become a professionally registered engineer you are required to give a demonstration of your commitment to maintaining and continuing your professional competence. This is a plan for the future with short term (3-6 months), medium term (6-12 months) and long term (1-3 years) goals and how you are going to achieve them. This does not need to be linked to an organisation and can be self-managed.

In the Professional Review Interview (PRI) you will be asked to demonstrate your understanding of Continuing Professional Development as outlined in the [Engineering Council’s CPD Code for Registrants](https://www.engc.org.uk/engcdocuments/internet/website/EngC_CPD_Code_for_Registrants.pdf).

Please complete the following sections (no more than 50 words per section):

|  |  |
| --- | --- |
| **GOALS** | |
| Short term |  |
| Medium term |  |
| Long term |  |
| References to company development plans (if applicable) |  |

|  |  |
| --- | --- |
| **ACTIVITIES TO SUPPORT GOALS** | |
| Short term |  |
| Medium term |  |
| Long term |  |
| References to company development plans (if applicable) |  |

**PART 6 – STATEMENT OF COMPETENCIES AND COMMITMENT**

Please complete the following Statements of Competencies and Commitment form for the grade of registration (IEng) that you are applying for and return with the rest of this form to the SaRS Secretariat. All UK-SPEC Commitments (E1-E5) form part of the Professional Review Interview (PRI) and professionally registered engineers are required to commit themselves to meeting E1-E5 as part of their registration. Applicants should familiarise themselves with the applicable Codes of Conduct and Guidance as listed below.

I confirm that I have read:

[UK-SPEC](https://www.engc.org.uk/ukspec.aspx)

[SaRS Bylaws and Code of Conduct](https://www.sars.org.uk/bylaws-code-of-conduct-and-disciplinary-procedure/) (supporting UK-SPEC E1)

[Engineering Council Guidance on Risk](https://www.engc.org.uk/standards-guidance/guidance/guidance-on-risk/) (supporting UK-SPEC E2)

[Engineering Council Guidance on Sustainability](https://www.engc.org.uk/standards-guidance/guidance/guidance-on-sustainability/) (UK-SPEC E3)

[Engineering Council CPD Code for Registrants](https://www.engc.org.uk/engcdocuments/internet/website/EngC_CPD_Code_for_Registrants.pdf) (supporting UK-SPEC E4)

[SaRS CPD Guidance](https://www.sars.org.uk/section-membership/continuing-professional-development-cpd/) (supporting UK-SPEC E4)

SaRS EDI Policy and guidance (supporting UK-SPEC D3)

[Engineering Council/Royal Academy of Engineering Statement of Ethical Principles](https://www.engc.org.uk/standards-guidance/guidance/statement-of-ethical-principles/) (supporting UK-SPEC E5)

[Engineering Council Guidance on Security](https://www.engc.org.uk/security) (supporting UK-SPEC E4)

Engineering Council website: [www.engc.org.uk](http://www.engc.org.uk)

SaRS website: [www.sars.org.uk](http://www.sars.org.uk)

**STATEMENT OF COMPETENCIES AND COMMITMENT TO BE COMPLETED BY CANDIDATES FOR INCORPORATED ENGINEER**

Limited to a minimum of 200 words and a maximum of 500 words per section for Competencies A-D and Commitment E.

The following provides examples showing how you consider you meet the competencies and commitment for Incorporated Engineer as set out in the Engineering Council’s Standard for Professional Engineering Competence (UK-SPEC). Your proposer and seconder should initial the parts of your work-based learning and experience where they have direct experience of your activities.

Incorporated Engineers must be competent throughout their working life by virtue of their education, training and experience to:

**A Knowledge and understanding**

**Incorporated Engineers shall use a combination of general and specialist engineering knowledge and understanding to apply existing and emerging technology. The applicant shall demonstrate that they:**

**A1 Have maintained and extended a sound theoretical approach to the application of technology in engineering practice. This could include:**

* Identifying the limits of your knowledge and skills
* Taking steps to develop and extend personal knowledge of appropriate technology, both current and emerging
* Applying newly gained knowledge successfully in a task or project
* Reviewing current procedures and processes and recommended improvements or changes to reflect best practice
* Developing knowledge needed to work in a new industry area or discipline

Limit this section to minimum of 200 words and a maximum of 500 words

**A2 Use a sound evidence-based approach to problem-solving and contribute to continuous improvement. This could include:**

* Applying knowledge and experience to investigate and solve problems arising during engineering tasks and implementing corrective action
* Identifying opportunities for improvements and how these have been (or could be) implemented
* Using an established process to analyse issues and establish priorities

Limit this section to minimum of 200 words and a maximum of 500 words

**B Design, development and solving engineering problems**

**Incorporated Engineers shall apply appropriate theoretical and practical methods to design, develop, manufacture, construct, commission, operate, maintain, decommission and recycle engineering processes, systems, services and products. The applicant shall demonstrate that they:**

**B1 Identify, review and select techniques, procedures and methods to undertake engineering tasks. This could include:**

* Establishing the engineering steps needed to carry out a task efficiently
* Identifying the available products or processes needed to undertake an engineering task and establishing a means of identifying the most suitable solution
* Preparing technical specifications
* Reviewing and comparing responses to the technical aspects of tender invitations
* Establishing user requirements for improvements.

Limit this section to minimum of 200 words and a maximum of 500 words

**B2 Contribute to the design and development of engineering solutions. This could include an ability to:**

* Contributing to the identification and specification of design and development requirements for engineering products, processes, systems and services
* Identifying operational risks and evaluating possible engineering solutions, taking account of cost, quality, safety, reliability, accessibility, appearance, fitness for purpose, security (including cyber security), intellectual property constraints and opportunities, and environmental impact
* Collecting and analysing results
* Carrying out necessary tests

Limit this section to minimum of 200 words and a maximum of 500 words

**B3 Implement design solutions for equipment or processes and contribute to their evaluation. This could include an ability to:**

* + Identifying the resources required for implementation
* Implementing design solutions, taking account of critical constraints, including due concern for safety and sustainability
* Identifying problems during implementation and taking corrective action
* Contributing to recommendations for improvement and actively learning from feedback on results

Limit this section to minimum of 200 words and a maximum of 500 words

**C Responsibility, management and leadership**

**Incorporated Engineers shall provide technical and commercial management. The applicant shall demonstrate that they:**

**C1 Plan the work and resources needed to enable effective implementation of engineering tasks and projects. This could include:**

* Identifying factors affecting the project implementation
* Carrying out holistic and systematic risk identification, assessment and management
* Preparing and agreeing implementation plans and method statements
* Securing the necessary resources and confirming roles in a project team
* Applying the necessary contractual arrangements with other stakeholders (clients, subcontractors, suppliers, etc)

Limit this section to minimum of 200 words and a maximum of 500 words

**C2 Manage (organise, direct and control), programme or schedule, budget and resource elements of engineering tasks or projects. This could include:**

* Operating appropriate management systems
* Working to the agreed quality standards, programme and budget, within legal and statutory requirements
* Managing work teams, coordinating project activities
* Identifying variations from quality standards, programme and budgets, and taking corrective action
* Evaluating performance and recommending improvements

Limit this section to minimum of 200 words and a maximum of 500 words

**C3** **Manage teams, or the input of others, into own work and assist others to meet changing technical and management needs. This could include an ability to:**

* Agreeing objectives and work plans with teams and individuals
* Reinforcing team commitment to professional standards
* Leading and supporting team and individual development
* Assessing team and individual performance, and providing feedback
* Seeking input from other teams or specialists where needed and managing the relationship

Limit this section to minimum of 200 words and a maximum of 500 words

**C4 Take an active role in continuous quality improvement. This could include an ability to:**

* Ensuring the application of quality management principles by team members and colleagues
* Managing operations to maintain quality standards e.g. ISO 9000, EQFM
* Evaluating projects and making recommendations for improvement
* Implementing and sharing the results of lessons learned

Limit this section to minimum of 200 words and a maximum of 500 words

**D Communication and interpersonal skills**

**Incorporated Engineers shall demonstrate effective communication and interpersonal skills. The applicant shall demonstrate that they:**

**D1 Communicate effectively with others, at all levels, in English. This could include:**

* Contributing to, chairing and recording meetings and discussions
* Preparing communications, documents and reports on technical matters
* Exchanging information and providing advice to technical and non-technical colleagues
* Engaging or interacting with professional networks

Limit this section to minimum of 200 words and a maximum of 500 words

**D2 Clearly present and discuss proposals, justifications and conclusions. This could include an ability to:**

* Preparing and delivering appropriate presentations
* Managing debates with audiences
* Feeding the results back to improve the proposals
* Contributing to the awareness of risk

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Limit this section to minimum of 200 words and a maximum of 500 words

**D3 Demonstrate personal and social skills and awareness of diversity and inclusion issues. This could include an ability to:**

* Knowing and managing own emotions, strengths and weaknesses
* Being confident and flexible in dealing with new and changing interpersonal situations
* Identifying, agreeing and working towards collective goals
* Creating, maintaining and enhancing productive working relationships, and resolving conflicts
* Being supportive of the needs and concerns of others, especially where this relates to diversity and inclusion

Limit this section to minimum of 200 words and a maximum of 500 words

**E Personal and professional commitment**

**Incorporated Engineers shall demonstrate a personal commitment to professional standards, recognising obligations to society, the profession and the environment. The applicant shall demonstrate that they:**

**E1 Understand and comply with relevant codes of conduct. This includes:**

* Demonstrating compliance with the Safety and Reliability Society’s Code of Professional Conduct
* Identifying aspects of the Code particularly relevant to your role
* Managing work within all relevant legislative and regulatory frameworks, including social and employment legislation

Limit this section to minimum of 200 words and a maximum of 500 words

**E2 Understand the safety implications of their role and manage, apply and improve safe systems of work. This could include an ability to:**

* Identifying and taking responsibility for your own obligations for health, safety and welfare issues
* Managing systems that satisfy health, safety and welfare requirements
* Developing and implementing appropriate hazard identification and risk management systems and culture
* Managing, evaluating and improving these systems
* Applying a sound knowledge of health and safety legislation, for example: HASAW 1974, CDM regulations, ISO 45001 and company safety policies

Limit this section to minimum of 200 words and a maximum of 500 words

**E3 Understand the principles of sustainable development and apply them in their work. This could include:**

* Operating and acting responsibly, taking account of the need to progress environmental, social and economic outcomes simultaneously
* Recognising how sustainability principles, as described in the Engineering Council’s Guidance on Sustainability can be applied in your day-to-day work
* Providing products and services which maintain and enhance the quality of the environment and community, and meet financial objectives
* Understanding and encouraging stakeholder involvement in sustainable development
* Using resources efficiently and effectively
* Taking action to minimise environmental impact in your area of responsibility

Limit this section to minimum of 200 words and a maximum of 500 words

**E4 Carry out and record the Continuing Professional Development (CPD) necessary to maintain and enhance competence in their own area of practice including:**

* Undertaking reviews of your own development needs
* Planning how to meet personal and organisational objectives
* Carrying out and recording planned and unplanned CPD activities
* Maintaining evidence of competence development
* Evaluating CPD outcomes against any plans made
* Assisting others with their own CPD

Limit this section to 200 words

**E5 Understand the ethical issues that may arise in their role and carry out their responsibilities in an ethical manner. This could include:**

* Understanding the ethical issues that you may encounter in your role

Please give an example of where you have applied ethical principles as described in the UK-SPEC Statement of Ethical Principles.

Please give an example of where you have applied or upheld ethical principles as defined by your organisation or company.

Limit this section to 200 words

**PART 7 – REGISTRATION FEES**

The application fee for CEng and IEng will be invoiced before the application is processed. The total fee will depend on the route to registration when determined by SaRS. Any balance will be payable before proceeding to interview or assessment is completed.

Please find details of the annual fees for registration on the SaRS website.

|  |  |  |
| --- | --- | --- |
| **Application Fees 2019/2020** | CEng | IEng |
| Recognised Qualification Route total application fee | £150 | £150 |
| Individual Assessment Route total application fee | £150 | £150 |
| Technical Report Route (TRR) total application fee | £300 | £250 |

SaRS reserves the right to make an additional charge where extra administration is involved or for the conducting of overseas interviews. In this case the candidate will be advised of the cost.

**PART 8 – CANDIDATE’S DECLARATION**

I hereby agree, if elected, to be bound by the Memorandum & Articles of association &By-Laws of the Safety and Reliability Society insofar as they affect registration both as they exist now or as they may be altered from time to time.

All professionally registered engineers make a commitment to maintain and enhance their competence by undertaking Continuing Professional Development (CPD). From January 2019 it is mandatory to undertake CPD as part of maintaining professional registration.

I declare that I will comply with CPD requirements as laid down by the Safety and Reliability Society. I declare that I have completed CPD during the past 12 months and will comply with SaRS Statement of CPD and the Engineering Council CPD requirements and if requested will submit evidence of CPD activities. Professional registration may be removed from registrants who cannot provide evidence of CPD.

I confirm I understand that the information contained in this form will be processed in accordance with the Data Protection Act and Associated GDPR principles (please see and complete PART 9) and I understand that my data will be passed to the Engineering Council for the purpose of registration.

I declare that the statements I have made on this form are true to the best of my knowledge.

Signature of applicant…………………………………………………………………………

Date……………………………………………………………………………………………………

Please return this completed form with colour photographic identity and where applicable copies of verified degree certificates to:

The Safety and Reliability Society  
Hollinwood Business Centre  
Albert Street  
Oldham  
OL8 3QL

Email: [info@sars.org.uk](mailto:info@sars.org.uk)

Tel: 0161 393 8411

**Engineering Council Registration via SaRS and**

**Continuing Professional Development (CPD)**

You are applying for registration with the Engineering Council at CEng or IEng through SaRS and we want to highlight the part that Continuing Professional Development (CPD) plays in this process.

Both SaRS and the Engineering Council publish guidance on CPD that you can find here:

[Engineering Council Guidance on CPD and CPD Code for Registrants](https://www.engc.org.uk/professional-development/continuing-professional-development-cpd/)

[SaRS Guidance on CPD](https://www.sars.org.uk/section-membership/continuing-professional-development-cpd/)

**If your registration application is successful, once you are registered CPD will be mandatory. SaRS samples registrants in line with the Engineering Council requirements.**

The application form you are completing asks about your CPD plan in Part 5, and in the Professional Review Interview we will ask you to demonstrate your understanding of Continuing Professional Development as outlined in the Engineering Council’s CPD Code for Registrants. Section E4 in the Statement of Competencies section details the requirements.

The Engineering Council state on their website:

*‘CPD has several purposes, which will vary in relation to your circumstances, needs and career progression. It can also take a variety of forms. At its heart is informal learning through the challenges and opportunities of working life, and interaction with others such as colleagues, customers and suppliers, including professionals from other disciplines. This may be supplemented by structured activities such as courses, distance learning programmes, private study, preparation of papers and presentations, mentoring, involvement in professional body activities, or relevant voluntary work. This list is not exhaustive, and individual registrants are best placed to determine their needs and how to meet them.’*

Here at SaRS we take CPD seriously. CPD forms an important part of professionalism and keeps practitioners up to date with industry developments and innovation. For example, SaRS provides the following CPD opportunities for SaRS members:

* A Peer-Reviewed Journal with academic and industry papers and articles
* Branch Meetings with Technical focus
* Webinars with international, cross industry participation
* Opportunities to represent SaRS on external Standards and in Consultations
* Opportunities to serve with cross-industry experts on SaRS Council and Committees

You will find CPD opportunities in many other places – we look forward to discussing how you will identify, record and reflect on your CPD experiences.

**PART 9. DATA PRIVACY NOTICE**

**How information about you will be used:**

In completing this application form I understand that:

* We will store the information you provide securely
* We will use this information to send you membership benefits or to contact you about events, branch meetings and other information relating you your membership
* We will only use your information for the purpose of your membership and will not share your information with anyone else without your consent
* You may change or delete your information at any time by contacting the Society by email, post, telephone or web portal. We will make any changes as soon as possible, but within 30 days
* You may request to see the data we hold for you at any time by email, post or web portal. We will answer such requests as soon as possible, but within 30 days

Please tell us your contact preferences:

Post  
 Email (we may use 3rd party secure web based apps to contact you by email)  
 Phone

The Safety and Reliability will never sell your data. We are committed to protecting the privacy of our members and Affiliate Organisations.

**Please complete the following consent form:**

**I give my consent for the Safety and Reliability Society to hold my data and to contact me with information about membership benefits.**

**Signature Date**

If you need any further information about this please contact us at:

The Safety and Reliability Society  
Hollinwood Business Centre  
Albert Street  
Hollinwood  
Oldham  
OL8 3QL

Or by email at: info@sars.org.uk