

Costain is committed to operating a fully competent workforce on all contracts, departments and offices.

All management and supervisory staff, whether employed by Costain or by our supply chain must be able to demonstrate competence in appropriate management, supervisory or technical skills and health and safety matters.

Costain will provide advice and guidance to enable compliance with this policy, which will be subject to regular independent audits.

The Competency Card system provides the mechanism for verifying this competence and as such, all members of our workforce are required to hold the appropriate card. This means that:

- All operational staff that have a specific skill / trade are required to hold a [relevant competence card](#)
- All office and non-construction/ operational staff must hold a Costain Visitor card. For new starters this will be via the onboarding process and for existing staff this can be accessed through MyLearning.

100% of the workforce working for Costain should fall into one of the following categories and all personnel should progress to reach category A:

Category A – Hold the appropriate' competence card for their role including the Costain Visitors card.

Category B – Hold a competence card, or recognised equivalent not specified for role, this includes individuals holding a trainee or experienced worker card who are registered for an NVQ or undertaking professional competence assessment

Category C – Have passed the relevant H&S Test and applied for their specified competence card and be able to provide written proof.

Category D – Have booked the relevant H&S Test but not yet passed. Verification of competence required, by issue of a Costain Permit to Work ([SHE-T-271](#)), valid for three weeks and not renewable, before work can commence.

Competency Card Information

Card	Details
A Plant Delivery Cards	
ALLMI	Association of Lorry Loader Manufacturers and Importers
CCDO	Demolition Ops
CCNSG Safety Passport	Accepted all Sectors. Non-trade specific unless accompanied by an ACE card—mechanical, welder etc
CISRS	Scaffolders
CPCS	Plant Operatives
CSCS	Construction Workers
<u>CSCS partner schemes</u>	Partner schemes assessed by CSCS and have the hologram. These are accepted on contracts providing it is the correct card for the job / activity being undertaken
CSCS (White / Grey card) SIA (Security guards) in addition to CSCS	Professionally/ academically qualified or security Guard
CSR	The Northern Irish equivalent of CSCS
Drivers Qualification Card (DQC)	
ECITB – ACE	Engineering Construction Workers—to be accompanied with a CCNSG
ECITB – BES	Gas, Electric, Water, Oil, Refrigerants, and steam workers
Engineering and Marine Training Authority (EMTA)	
Essential Minimum Safety Standards (EMSS) Card	Appropriate for Costain Upstream and accepted in all Sectors—non-trade specific
EUSR	Utility Industries (Clean Water and Sewage) SHEA—Working on gas Cat 1 & 2 combined - Locate Utility Services & Implement Safe Digging Excavating Practices or equivalent for all those overseeing or carrying out work employing underground services detection devices on National Highways contracts.
FASET	Erecting safety nets on site.
Gas Safety Register (formally Corgi)	Gas Workers
HERS (Highways Electrical Registration Scheme)	Electricians within Highways Sector
Highways passport & common induction	Required for relevant roles on National Highways contracts
IPAF	Users of all forms of powered access equipment
IRATA	Industrial rope access
JIB-ECS	Electricians
JIB-PMES	English and Welsh Plumbers
LANTRA	Traffic Management
	Chain Saws
	Steel blade strimmer (Users of nylon line strimmer require familiarisation training)
	All-Terrain Vehicles (not to be used without Contract Leader authorisation)
Minimum Industry Safety Training (MIST) Card	Required for all offshore works. Basic Offshore Safety Induction & Emergency Training (BOSIET) course required before this card can be obtained
MPQC	Mobile Plant Operations (Roadbuilding)
NPORS	Construction Plant. Only accepted if the card has the CSCS hologram
NPTC certificates (City and Guilds)	Chain Saws
NRSWA	Streetworks
Nuclear Skills Passport	Triple bar 'existing nuclear' and 'new nuclear'
Sentinel Smart Card	Network Rail Personal Track Safety (PTS) Holders
SKILLcard	Heating, Ventilating, Air Conditioning and Refrigeration personnel
SNIJIB	Scottish and Irish Plumbers
SOLAS (The Republic of Ireland CSCS equivalent)	Not acceptable as exemption to Supervisor or Manager and Professional (MAP) level CITB Health, Safety & Environment test.
Water Jetting Association (WJA)	Water jetting