



Risk Assessment & Disinfection Scheme
Application & Declaration Form

The following application form should be fully completed by the business principal or a senior manager in order to join the PHCA Risk Assessment & Disinfection Scheme and be listed as accredited. For further information on making an application please read the requirements in the scheme guide document.

Business Name: _____

APHC Membership Number: _____

Number of approved plumbing operatives under the scheme: _____

Part A – Proposed Work to be Carried Out by the Approved Business

Please advise the scope of work your business proposes to carry out under the scheme.

Type of Work	Please tick one of the following only
Risk Assessment of hot and cold water systems <u>only</u>	
Disinfection of hot and cold water systems <u>only</u>	
<u>Both</u> Risk Assessment and Disinfection of hot and cold water systems	

Part B – Business Insurance

Please provide evidence of the following insurances required under the scheme (employer’s liability Is not required for sole traders).

- 1/ I have attached a current copy of confirmation of Public Liability insurance held, with a minimum cover of £2 million, or
- I have previously provided this to APHC (within the last 12 month period).
- 2/ I have attached a current copy of confirmation of Employer’s Liability insurance held, (where required), or
- I have previously provided this to APHC (within the last 12 month period).
- 3/ I have attached a current copy of confirmation of Professional Indemnity insurance held, with a minimum cover of £250 thousand.

Part C – Watersafe Scheme Approval

All PHCA Risk Assessment & Disinfection Scheme members must also be approved under the WaterSafe Scheme for Water Regulations Approved Contractors.

By ticking here please confirm that you are listed by APHC under the WaterSafe Scheme, or

By ticking here, provide evidence of approval through an alternative WaterSafe scheme operator (e.g. copy of current business approval certificate)

Part D – Details of Areas Covered

Please provide details of the postcode areas in which the business normally carries out work in order that contact details can be made available to potential customers.

ALL POSTCODE AREAS	<input type="checkbox"/>		
AL St. Albans	<input type="checkbox"/>	HD Huddersfield	<input type="checkbox"/>
B Birmingham	<input type="checkbox"/>	HG Harrogate	<input type="checkbox"/>
BA Bath	<input type="checkbox"/>	HP Hemel Hempstead	<input type="checkbox"/>
BB Blackburn	<input type="checkbox"/>	HR Hereford	<input type="checkbox"/>
BD Bradford	<input type="checkbox"/>	HU Hull	<input type="checkbox"/>
BH Bournemouth	<input type="checkbox"/>	HX Halifax	<input type="checkbox"/>
BL Bolton	<input type="checkbox"/>	IG Ilford	<input type="checkbox"/>
BN Brighton	<input type="checkbox"/>	IM Isle of Man	<input type="checkbox"/>
BR Bromley	<input type="checkbox"/>	IP Ipswich	<input type="checkbox"/>
BS Bristol	<input type="checkbox"/>	KT Kingston-upon-Thames	<input type="checkbox"/>
CA Carlisle	<input type="checkbox"/>	L Liverpool	<input type="checkbox"/>
CB Cambridge	<input type="checkbox"/>	LA Lancaster	<input type="checkbox"/>
CF Cardiff	<input type="checkbox"/>	LD Llandrindod	<input type="checkbox"/>
CH Chester	<input type="checkbox"/>	LE Leicester	<input type="checkbox"/>
CM Chelmsford	<input type="checkbox"/>	LL Llandudno	<input type="checkbox"/>
CO Colchester	<input type="checkbox"/>	LN Lincoln	<input type="checkbox"/>
CR Croydon	<input type="checkbox"/>	LS Leeds	<input type="checkbox"/>
CT Canterbury	<input type="checkbox"/>	LU Luton	<input type="checkbox"/>
CV Coventry	<input type="checkbox"/>	M Manchester	<input type="checkbox"/>
CW Crewe	<input type="checkbox"/>	ME Maidstone	<input type="checkbox"/>
DA Dartford	<input type="checkbox"/>	MK Milton Keynes	<input type="checkbox"/>
DE Derby	<input type="checkbox"/>	N North London	<input type="checkbox"/>
DH Durham	<input type="checkbox"/>	NE Newcastle upon Tyne	<input type="checkbox"/>
DL Darlington	<input type="checkbox"/>	NG Nottingham	<input type="checkbox"/>
DN Doncaster	<input type="checkbox"/>	NN Northampton	<input type="checkbox"/>
DT Dorchester	<input type="checkbox"/>	NP Newport	<input type="checkbox"/>
DY Dudley	<input type="checkbox"/>	NR Norwich	<input type="checkbox"/>
E East London	<input type="checkbox"/>	NW North West London	<input type="checkbox"/>
EC East Central London	<input type="checkbox"/>	OL Oldham	<input type="checkbox"/>
EN Enfield	<input type="checkbox"/>	OX Oxford	<input type="checkbox"/>
EX Exeter	<input type="checkbox"/>	PE Peterborough	<input type="checkbox"/>
FY Fylde Coast	<input type="checkbox"/>	PL Plymouth	<input type="checkbox"/>
GL Gloucester	<input type="checkbox"/>	PO Portsmouth	<input type="checkbox"/>
GU Guildford	<input type="checkbox"/>	PR Preston	<input type="checkbox"/>
HA Harrow	<input type="checkbox"/>	RG Reading	<input type="checkbox"/>
		RH Redhill	<input type="checkbox"/>
		RM Romford	<input type="checkbox"/>
		S Sheffield	<input type="checkbox"/>
		SA Swansea	<input type="checkbox"/>
		SE South East London	<input type="checkbox"/>
		SG Stevenage	<input type="checkbox"/>
		SK Stockport	<input type="checkbox"/>
		SL Slough	<input type="checkbox"/>
		SM Sutton	<input type="checkbox"/>
		SN Swindon	<input type="checkbox"/>
		SO Southampton	<input type="checkbox"/>
		SP Salisbury	<input type="checkbox"/>
		SR Sunderland	<input type="checkbox"/>
		SS Southend-on-Sea	<input type="checkbox"/>
		ST Stoke-on-Trent	<input type="checkbox"/>
		SW South West London	<input type="checkbox"/>
		SY Shrewsbury	<input type="checkbox"/>
		TA Taunton	<input type="checkbox"/>
		TF Telford	<input type="checkbox"/>
		TN Tonbridge	<input type="checkbox"/>
		TQ Torquay	<input type="checkbox"/>
		TR Truro	<input type="checkbox"/>
		TS Teeside	<input type="checkbox"/>
		TW Twickenham	<input type="checkbox"/>
		UB Uxbridge	<input type="checkbox"/>
		W West London	<input type="checkbox"/>
		WA Warrington	<input type="checkbox"/>
		WC West Central London	<input type="checkbox"/>
		WD Watford	<input type="checkbox"/>
		WF Wakefield	<input type="checkbox"/>
		WN Wigan	<input type="checkbox"/>
		WR Worcester	<input type="checkbox"/>
		WS Walsall	<input type="checkbox"/>
		WV Wolverhampton	<input type="checkbox"/>
		YO York	<input type="checkbox"/>

Part E – Proof of Operative Competence

The following qualifications are a mandatory requirement of approval under the PHCA Risk Assessment and Disinfection Scheme. APHC requires proof of qualification for each operative in the following areas.

- 1/ I have attached a copy of a full mechanical services qualification certificate (plumbing, gas or heating & ventilating) for each operative listed below, or**
- I have attached a JIB grade card at a qualified operative plumber level for each operative listed below, or**
- I have previously provided these to APHC (for each operative listed) as part of an earlier APHC membership application.**
- 2/ I have attached a copy of a water regulations certificate for each plumbing operative listed below, or**
- I have previously provided these to APHC (for each operative listed) as part of an earlier APHC membership application.**
- 3/ I have attached a copy of a BPEC risk assessment and disinfection of water systems certificate for each operative listed below.**
- 4/ I have attached a passport style photograph to this form for each operative listed below, or**
- I have previously provided these to APHC (for each operative listed) as part of an earlier APHC membership application.**

List of plumbing operatives to be registered under the scheme.

Name	Date Of Birth	National Insurance Number	Gender (M/F)

Part F – Permission to Use Your Information

We will allow members of the public to access selected contact information about your business and the names of individual approved employees under the scheme.

(Please tick the box to allow APHC to provide your business and operative details to members of the public).

Data Protection

APHC is a controller under the Data Protection Act 1998. This statement confirms our commitment to protect your privacy, to process your personal information in a manner which meets our requirements of this legislation and to use your data only for the delivery of the APHC Membership Scheme(s) in the performance of our legal and regulatory responsibilities.

By completing and submitting this information you are confirming that the information you are supplying is correct to the best of your knowledge and you agree to selected contact data being used by APHC.

Part G – Scheme Fees

The current annual accreditation fee under the scheme is £100 plus VAT (please note that this fee is in addition to membership fees on one of the APHC business accreditation schemes).

I have attached a cheque as payment for the first year fees of £120 incl. VAT, or

I wish to make payment via credit or debit card and have provided my details below.

Payment by Credit/ Debit Card											
Please debit my Mastercard/Visa/Switch/Delta or Solo the sum of:										£	
Card number										Issue number	
Expiry date				Start date (if known)				Security code (3 digits on the back)			
Name as it appears on the card											
Cardholder's signature								Date			

Part H – Declaration to Support the Application

To apply to become an Approved Business under the terms of the PHCA Legionella Risk Assessment and Disinfection scheme you agree, by completing and signing this application, that you will accept the terms of the Scheme conditions (as prescribed in the Scheme Guide) and that you will ensure that all work undertaken by each operative will be carried out in compliance with the scheme guide.

Signed

Position in business

Dated

NOTE: APHC reserves the right to take disciplinary action against member companies for breaches of the aforementioned requirements.

Please return the completed application form together with copies of all certificates and supporting evidence required, together with payment to –

APHC Ltd.
12 The Pavilions
Cranmore Drive
Solihull
West Midlands
B90 4SB.