CATHODIC PROTECTION PERSONNEL CERTIFICATION SCHEME TO ISO15257:2017

APPLICATION FORM: LEVEL 1, CATHODIC PROTECTION DATA COLLECTOR/TESTER

APPLICATION SECTOR: ON-LAND METALLIC STRUCTURES

TYPE or PRINT in black ink. This form is available in e-format from <http://www.icorr.org>.

You may extend cells or rows as necessary.

It is strongly advised that you review the guidance notes which accompany this form before and during completion. Failure to do so may result in your submission being returned as incomplete.

# PERSONAL INFORMATION AND APPLICATION DETAILS

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Title |  | Surname |  | | | | Forenames | | |  | |
| Telephone Mobile | | |  | | | | | | | | |
| Business | | |  | | | | | | | | |
| Home | | |  | | | | | | | | |
| E-mail Business | | |  | | | | | | | | |
| Home | | |  | | | | | | | | |
| Private Address (Including Postcode): | | | | | | | | | | | |
|  | | | | | | | | | | | |
| Business Address (Including Postcode): | | | | | | | | | | | |
|  | | | | | | | | | | | |
| Which address for communications? | | | | | | Business / Home (delete as required) | | | | | |
| Application Type - Please tick one box below:  Please consult the accompanying guidance notes for details of which application type you should complete. | | | | | | | | | | | |
| Initial Certification | | | |  | Interim Assessment | | |  | Re-Certification | |  |
| Course, Examination & Certification Details  This information can be found on your Attendance Records, Examination Pass, and Certification.  Note: Practical examinations require renewal every 10-years, you should list your most recent examination pass number only.  A certification number is not required for initial certification. If applying for initial certification leave this cell blank. | | | | | | | | | | | |
| Candidate No.: | | | | | |  | | | | | |
| ICorr Level 1, Course Dates: | | | | | |  | | | | | |
| ICorr Level 1, Examination Pass No: | | | | | |  | | | | | |
| ICorr Level 1, Certification No. | | | | | |  | | | | | |

# EMPLOYMENT HISTORY [NOT REQUIRED FOR INITIAL CERTIFICATION]

You are asked to provide details of your present and any previous employment and positions held in the last 5-years. ICorr use this information to determine if you are likely to be undertaking the duties of a certificated CP person at the level, and in sector for which, you are seeking certification.

ICorr may contact your employer to verify any of the details you provide in this application.

|  |  |  |  |
| --- | --- | --- | --- |
| Employer |  | | |
| Employers Address  If different from Part 1. |  | | |
| Telephone number: |  | Date joined |  |
| Job Title |  | Grade (if applicable) |  |
| Responsibilities: | | | |
|  | | | |
| Previous Employer |  | | |
| Employers Address  If different from Part 1. |  | | |
| Telephone number: |  | Date joined |  |
| Job Title |  | Grade (if applicable) |  |
| Responsibilities: | | | |
|  | | | |

# KNOWLEDGE, COMPETANCE AND EXPERIENCE

# [NOT REQUIRED FOR INITIAL CERTIFICATION]

As an ICorr certificated Data Collector you will have been demonstrated and examined on the knowledge items and tasks laid out in the following tables during your course and examination.

During the period following your initial certification you should have practiced the skills learned during your training and should be able to demonstrate this by completing the tables in SECTION 3.1 and an experience report in SECTION 3.2

## KNOWLEDGE AND COMPETENCE REQUIRMENTS

It is expected that in the time following your initial certification you will have practiced the skills learned during your training in the workplace. It is expected that you will have used the knowledge and undertaken the majority tasks listed in tables 1 through 3 below during this period. Please complete the tables below inserting an R, C, U or N where indicated.

R = Tasks you are deemed competent to carry out and have regularly carried out in your normal job activities.

C = Those tasks you are deemed competent to carry out although your present duties may not require them to be used regularly.

U = Tasks for which you have general understanding of the concepts involved but have limited or no direct experience.

N = Tasks with which you are not familiar and are not deemed competent.

We rely on the Applicant and their Referees to be honest and rigorous in the assessment of whether the Applicant is competent in their understanding and execution of the specific tasks below.

No applicant is expected to be competent in every task but applicants indicating a lack of understanding or competence may be requested to carry out additional training and assessment prior to being awarding certification.

Table 1, Knowledge required by level 1 Applicants

|  |  |  |
| --- | --- | --- |
| Knowledge  Number | Description of Knowledge | Insert  R, C, U or N |
| 1 | Electricity relevant to CP application and measurements |  |
| 2 | Corrosion, electrochemistry and coatings relevant to CP |  |
| 3 | Theory, principles and criteria of CP |  |
| 4 | Requirements related to application of CP |  |
| 5 | Application methods of CP, galvanic anodes, impressed current |  |
| 6 | CP measurements and test procedures |  |
| 7 | Relevance of voltage gradient errors and influence on structure to electrolyte potential measurement |  |
| 8 | Factors influencing the correct selection of reference electrodes for potential measurements |  |
| 9 | Effects of excessive CP on coatings, high-yield strength steels and corrosion-resistant alloys |  |
| 10 | Diagnostics of CP systems |  |
| 11 | Interference conditions (alternating current and direct current) |  |
| 12 | Standards and codes of practice in the relevant application sector |  |

Table 2, Specific tasks to be fulfilled by Level 1 Cathodic Protection Technician in all application sectors

|  |  |  |
| --- | --- | --- |
| Task  No. | Description of Task | Insert  **R, C, U or N** |
| 5 | Check calibration validity of CP measuring and testing equipment based on documentation |  |
| 6 | Measure structure to electrolyte potential |  |
| 7 | Perform verification test of working portable reference electrode against master electrode of the same type based on measurement |  |
| 12 | Identify a wrong polarity of the CP system by structure to electrolyte potential measurement |  |
| 14 | Record and report results of the measurements in a comprehensible format |  |
| 19 | Measure current and voltage in the CP circuit |  |
| 20 | Carry out basic maintenance work on CP systems |  |
| 21 | Inspect and measure of DC power supply output current and voltage |  |
| 23 | Inspect and maintain DC power supply output terminations if accessible without exposing persons to live AC equipment |  |
| 25 | Verify DC power supply voltage and current outputs with portable calibrated meter |  |
| 29 | Ensure compliance with safety requirements related to application of CP in the application sector, task and competence level |  |
| 30 | Perform risk assessment of safety requirements related to application of CP in the application sector, task and competence level |  |
| 33 | Set up measuring and testing equipment and verify equipment settings |  |

Work on the AC mains, side of transformer rectifiers is specifically excluded from the competence requirements of all levels of personnel. Regulations, training and specific certifications apply for work on mains voltage equipment.

Table 3, Specific tasks to be fulfilled by Level 1 Cathodic Protection Data Collector/Tester for on-land metallic structures application sector

| Task  No. | Description of Task | Insert  **R, C, U or N** |
| --- | --- | --- |
| 1 | Measure metal to electrolyte natural (free corrosion) potential |  |
| 2 | Measure resistivity: four-pin Wenner |  |
| 21 | Measure structure to electrolyte ON potential |  |
| 22 | Measure structure to electrolyte instant OFF |  |
| 45 | Perform visual inspection of simple components of CP systems (e.g. test posts) |  |
| 46 | Perform visual inspection of coating for physical damage |  |

## INDUSTRIAL EXPERIENCE

As a CP Data Collector, it is required that you spend no less than 20% [approximately 48 days per year] of your professional activities on Cathodic Protection duties at Level 1 or higher.

Please complete the table below providing details of relevant work undertaken and referencing items from tables 2 and 3 from SECTION 3.1. An example entry is provided in the first row.

The period covered should be no less than the 5-years since you were initially certificated or last assessed. The total time listed should amount to 48-days per year or 240 days in total.

|  |  |  |  |
| --- | --- | --- | --- |
| Dates | Works undertaken | Duration  [Days] | How verified: Manager, Self or Referee |
| *10/1/2020 to 14/2/2020*  *[Example Only]* | *Collecting CP performance data for pipeline x.*  *Table 2, Items No.s: 5-14.*  *Table 3, Items No.s: 21-22.* | *14* | *Manager* |
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| **Total Time [>240 Days]** | |  | |

You may add or extend rows as necessary.

Applicants may attach their own format of the records above provided that this offers the same level of information and confirmation of the overall time allocated.

# APPLICANT’S UNDERTAKINGS

I wish to apply for registration as a Certificated Level 1 Cathodic Protection Data Collector/Tester, On-Land Metallic Structures application sector (Buried pipeline externals which may cross river/estuaries etc., buried tank externals, external bottoms of above ground storage tanks, well casings etc.)

ATTESTATION

In signing and completing this form I confirm that the information given above, and attached, is truthful and accurate. I acknowledge that my Certification can be withdrawn by the Institute of Corrosion if any element of the above information is shown to be false and that such withdrawal can be published by the Institute.

I also accept that the Institute of Corrosion will maintain records of my Certification and may disclose them at any time to any enquirer seeking personnel Certificated in Cathodic Protection. The Institute of Corrosion is authorised to make contact with me by the details that I have provided above.

I am also accepting and agreeing to work within the Code of Ethics for the Institute of Corrosion Scheme for Certification of Inspection and Cathodic Protection Personnel as detailed below:

Code of Ethics for ICorr Certification of Cathodic Protection Personnel

This code must be upheld by all personnel Certificated to levels 1- 5 under the Institute of Corrosion’s *ICorr Certification Scheme* for Inspection and Cathodic Protection personnel engaged in painting and coating inspection, cathodic protection, and in inspection of pipe coating, insulation, fire proofing and metallic coatings.

Before ICorr Certification or Re-certification can be issued, participants in the scheme shall sign this Code of Ethics and undertake to comply with the following:

1. I undertake to uphold the dignity and good standing of my profession and the Institute of Corrosion and its Certification Scheme; I will observe the highest standards of ethical behaviour and obey local laws.
2. I will exercise due skill, care and diligence in all of my professional activities.
3. I acknowledge that my activities may impact on the health and safety of individuals, of the public at large, on the safety of plant and facilities on which I work and on the environment; I will be rigorous in the execution of my professional activities.
4. I shall not use ICorr Certification to mislead any individual, employer or authority by presenting it as testimony that applies to any task outside the scope of the Certification as declared on the ICorr Certificate. I shall not permit my ICorr Certification to be used by any other party nor shall I knowingly permit my Employer or others to misuse the Certification documents issued to me.
5. I shall always endeavour to become fully familiar with my duties and understand the scope of my authority prior to performing work. I shall not accept duties for which I am not trained and proficient; if I am requested to do so I will request – (in writing) – to receive additional training and mentored experience.
6. I recognise that it is my duty to perform tasks as I have been contracted to do and I shall not allow deviations from specified requirements unless given permission – (in writing) – to do so by a higher authority.
7. I will report – (preferably in writing) – to a higher authority if I am aware of any specified requirements which may lead to adverse work or conditions which were not intended.
8. I will endeavour to perform inspections, tests, measurements and any other work for which I have been contracted to the best of my ability and will inform my superior(s) – (in writing) – if I am unable to do so.
9. I will not accept gratuities of any kind which may affect my judgement in the work that I am performing as an ICorr Certificated individual.
10. I will endeavour to be fair, reasonable and objective towards the requirements for which I perform at all times.
11. I will not allow my work to be influenced by personalities or other individual considerations.

I hereby agree to uphold and abide by this code and I acknowledge that I may be subject to a disciplinary procedure which could result in loss of Certification if it can be proven that I have failed to comply or have provided false information associated with my participation in the scheme.

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| --- | --- | --- |
| Name (Print) | Signature of Applicant: | Date |

# REFEREES [NOT REQUIRED FOR INITIAL CERTIFICATION]

A single referee is required to verify the information provided by the applicant. Ideally the referee should have a direct knowledge of the applicant’s employment and day-to-day work and be certificated to ISO 15257:2017 at level 3 or above in the same application sector. The referees should have known the applicant for a minimum of 3-years. The applicant and referee should have no direct financial dealings e.g. they should not be business partners.

REFEREES ATTESTATION

I confirm that I have read the Criteria for Level 1 Certification and confirm that the applicant is competent to carry out the tasks listed above. I recommend that the applicant, to the best of my knowledge and belief, is a fit person to be registered as a Certificated Level 1 Cathodic Protection Data Collector through the Institute of Corrosion. I agree, on request of the Institute of Corrosion, to provide a confidential written reference.

|  |  |  |  |
| --- | --- | --- | --- |
| Name |  | Qualification |  |
| Address |  | | |
| Tel No |  | | |
| Email |  | | |
| Signature |  | Date |  |

Please also initial at the bottom of each page where indicated to confirm that the information is to the best your knowledge true and correct.

If the referee is unable to verify significant portions of the content on a given page, we ask that they strike-through their verification box and initial only the content they can verify.

# PAYMENT

Please enclose the required registration and administration fee of **£55 plus VAT** – applications will only be fully processed if registration and administration fees are paid in advance and in full.

Payment by cheque

|  |  |
| --- | --- |
| I enclose a cheque crossed and made payable to The Institute of Corrosion for £55 plus VAT |  |

Payment by credit card

|  |  |
| --- | --- |
| Visa/MasterCard only – Please telephone the ICorr Office on 01604 438222 to make payment |  |

DATA PROTECTION

If your application is successful, details will be held on the Institute of Corrosion’s Certification Register database. This publicly available register will include your name, e-mail address and details of the sectors for which you hold accreditation.

|  |  |
| --- | --- |
| If you do not wish your details to be published on the public register, please tick here. |  |

ICorr may wish to use the information you supply in this application to communicate with individuals effectively. You have the right of access your personal data held by ICorr and the right to prevent its use for direct marketing services.

Whilst you remain a registered Cathodic Protection Technician ICorr is unable to delete or remove your data from our records but will do so upon instruction to do so and termination of your certification.

|  |  |
| --- | --- |
| If you wish to receive a copy of the information we hold, please tick the box |  |

# SENDING YOUR APPLICATION

Please send this signed and completed application along with supporting documentation to:

INSTITUTE OF CORROSION

Corrosion House,

5 St Peters Gardens,

Marefair,

Northampton,

NN1 1SX

FAO Professional Assessment Committee, CP Sub-Committee Chair

or by e-mail to [**admin@icorr.org**](mailto:admin@icorr.org). If your submission exceeds 10mb in size please contact ICorr as alternative means of submission may be required.

Before applying for Re-certification please ensure you have completed an up-to-date practical examination. This requires renewal every 10-years. Details of how to book a practical examination or attend a refresher course can be obtained by e-mail to [cpsm@icorr.org](mailto:cpsm@icorr.org) detailing your requirements.

Please check before sending your application that you have completed this form correctly and that your examination details are up-to-date.

|  |  |  |  |
| --- | --- | --- | --- |
| REQUIREMENTS | Initial Certification | Interim Assessment | Re-Certification |
| Applicant to Complete and/or Sign: | | | |
| Section 1 – Personal Information & Application Details | ✓ | ✓ | ✓ |
| Section 2 – Employment History | 🗶 | ✓ | ✓ |
| Section 3 – Knowledge, Competence & Experience | 🗶 | ✓ | ✓ |
| Section 4 – Applicant’s Undertakings | ✓ | ✓ | ✓ |
| Section 6 – Payment | ✓ | ✓ | ✓ |
| Referee to Sign / Initial: | | | |
| Section 2 – Employment History | 🗶 | ✓ | ✓ |
| Section 3 – Knowledge, Competence & Experience | 🗶 | ✓ | ✓ |
| Section 4 – Applicant’s Undertakings | 🗶 | ✓ | ✓ |
| Section 5 – Referees | 🗶 | ✓ | ✓ |

ICorr endeavour to process applications within 28-days of receipt of a complete and valid application. Under no circumstances shall ICorr be liable for loss of earnings or contracts which may be conditional upon certification.