

## Power Skills Scheme

### Application Process: Guidance for employers

#### Applications under Grandfather Rights (GR) Route (available until 30<sup>th</sup> September 2021)

1

- Applicant company considers its approach to Grandfather Rights and appoints Nominating Officer (NO)  
(See *Technical Specification: NO advice and guidance*)

2

- Applicant company defines:
  - Who are its Grandfathers?
  - How it will make decisions?
  - How it will quality assure decisions?
  - Its sources of evidence?
  - How it will record decisions and evidence?(See *NO guidance and application form*)

3

- NO applies to NSAP for NO approval (at [quality@euskills.co.uk](mailto:quality@euskills.co.uk)), sending:  
NO application form, Current CV, Letter from applicant company authorising the NO to act in that role, Brief submission from NO re company approach (answering the questions above)  
(See *NO guidance and application form; Grandfather Rights Submission and Nominating Officer interview feedback form*)

4

- NSAP considers NO application and invites NO for telephone interview to discuss personal suitability and organisational approach

5

- After interview, verbal and email feedback plus decision is sent to NO

6

- If successful, the NO completes NO declaration, is added to NSAP systems and is authorised to submit registrations on behalf of their company
- If unsuccessful, the NO may be asked to submit further evidence for review

7

- Upon completion of internal GR process, NO/administrator submits registration directly into EUSR, via QuartzWeb, for appropriate individuals

8

- Registrations are added to EUSR, registration card generated and forwarded to NO for distribution to individuals

## Applications under Assessment Only or Training & Assessment Route

1

- You must be an approved provider and adhere to the Quality Framework: (<https://www.eusr.co.uk/approval-and-delivery/provider-approval/>)
- Once approved, you can apply for Power Skills Programme/Assessment only Approval

2

- Informal discussions - advice and guidance on the approval process from the Quality team (QA team)

3

- Complete and confirm your compliance with our required Self-Assessment Report (SAR) criteria:
  - 1a) Generic Training Programme criteria
  - 1b) Generic Training Programme criteria for assessment only programme
- Evidence, including any mapping, is also provided

4

- We conduct a desktop review of your SAR; we will contact you with any questions or queries
- We confirm any missing details before arranging for a technical visit

5

- A QA representative will come out to check your site and set you actions, recommendations and suggestions to ensure your site meets the requirements
- The QA representative will conduct checks against your mapping process and check your delivery mechanisms to our standard and units

6

- We confirm our approval of your training programme/assessment only approach
- We issue you with certification and give you actions, recommendations or suggestions for your next provider and technical audit

7

- You deliver your programmes
- Submit registrations and programme certificates directly into EUSR, via QuartzWeb, for successful individuals

8

- Registrations added to EUSR, registration cards generated and forwarded to approved providers for distribution to individuals

## Applications under Apprenticeship Route

1

- An individual who has already successfully completed a Level 3 Network Craftsperson Apprenticeship applies for registration (via employer/provider) using an apprenticeship certificate as primary evidence

2

- Successful completion of apprenticeship units/areas must also all be evidenced in order to register the individual for the relevant scheme units
- The employer/provider should contact NSAP as part of the registration process to discuss/agree the best way to evidence these

3

- Submit registrations and relevant certification/other evidence directly into EUSR, via QuartzWeb, for successful individuals
- Registrations are added to EUSR, registration card generated and forwarded to employer/provider for distribution to individuals