

# Safe Control of Mains Connections (Water) Secondary Category

EUSR ID \_\_\_\_\_ Date of Birth     /    /            

First Name \_\_\_\_\_

Last Name \_\_\_\_\_

E-mail \_\_\_\_\_

Employer Name \_\_\_\_\_  
\_\_\_\_\_

## Job Role

Competent Person     Senior Competent Person     Water Company Controller

## Pre-requisites

- Individual has completed an approved programme for SCMC (Water)
- National Water Hygiene
- SHEA Water
- NCO (Water) Mains Layer (any pipe size) (Competent Person applications only)

### Data Protection (GDPR 2018) - Privacy Notice

**What we need:** We require personal information about you, which we obtain from trainers, training providers and employers approved by Energy & Utility Skills, to deliver training and assessment leading to an EUSR registration. This includes for example your name, date of birth, email address, employer and your photo. This does not include any special types of information or location based information.

Energy & Utility Skills Limited will be what's known as the 'controller' of the personal data provided to us. Our company registration number is 03812163 and our registered address is Friars Gate, 1011 Stratford Road, Shirley, Solihull, B90 4BN. The person responsible for our data protection is Rachel Thomas and can be contacted at [dataprotection@euskills.co.uk](mailto:dataprotection@euskills.co.uk).

**Why we need it:** Here at Energy & Utility Skills Limited we take your privacy seriously and will only use your personal information to produce an EUSR registration. It is in our legitimate interests to process your personal data to produce an EUSR registration. We will ensure that we keep the amount of data collected and the extent of any processing to a minimum to meet this legitimate interest.

**How we will use the information about you?** We may share your information with your employer.

**How long we keep it** We will keep your basic personal data for two years after your last EUSR registration expires, after which time it will be destroyed.

**What are your rights?** If at any point you believe retained information is incorrect you can request to see this information and even have it corrected and possibly deleted. Providing you this information is free of charge, but charges may apply for excessive requests. If you wish to raise a complaint on how we have handled your personal data, you can contact Rachel Thomas ([dataprotection@euskills.co.uk](mailto:dataprotection@euskills.co.uk)) who will investigate the matter.

For further information on which companies have been supplied with your details or how your information is used, how we maintain the security of your information and your rights to access/alter and change information we hold on you, please write to us at: Rachel Thomas, Energy & Utility Skills Limited, Friars Gate, 1011 Stratford Road, Shirley, Solihull, B90 4BN.

Should you be unhappy with our processing of your personal data, you have a right to complain to the Information Commissioner's Office, which is the regulator for data protection.



# Job Role Declaration Form

This form may be used by a registered Authorised Signatory to specify the job role undertaken by an individual for the purposes of Safe Control of Mains Connections (Water). Completion of this form does not constitute registration on the scheme and cannot be accepted unless the pre-requisites have been met and registered on EUSR.

The EUSR ID of the Authorised Signatory must be supplied when completing this form to enable verification by Energy & Utility Skills.

To register as an Authorised Signatory, the SCMC Authorised Signatory Registration Form must be completed and sent to Lloyds Register for verification. Please contact EUSR Support for more information.

## Authorised Signatory's Declaration

I certify that the named individual is employed by my organisation and carries out the job role specified on this form for the purposes of Safe Control of Mains Connections (Water). I confirm that valid and authentic evidence exists to demonstrate that the individual meets all the skills and knowledge requirements of the relevant competence for the job role undertaken. I understand that this evidence may be subject to audit by Energy & Utility Skills.

First Name \_\_\_\_\_

Last Name \_\_\_\_\_

Position \_\_\_\_\_

Contact Number \_\_\_\_\_

Signature \_\_\_\_\_

EUSR ID \_\_\_\_\_ Date     /    /            

### EU Skills Use Only

Batch Reference \_\_\_\_\_

EUSR ID \_\_\_\_\_ SCMC (Water) Job Role Declaration Form v4.1