

# Network Construction Operations (Gas) - Meter Disconnection

## Registration Form - For Individuals employed by a Gas Safe registered organisation

The individual's 'Organisation' (Employer) must hold Gas Safe registration

EUSR ID \_\_\_\_\_ Date of Birth  D D / M M / Y Y Y Y

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

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

Mobile No. \_\_\_\_\_

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

Employer \_\_\_\_\_

I hold a current EUSR Registration for:  Service Layer  Mains Layer

I am applying for a EUSR Registration for:  Service Layer  Mains Layer

Individual's Signature

### Meter Disconnection - Route to Registration:

- City & Guilds - NCO (Gas) Unit 219 - Disconnection of Gas Meters
- Gas Safe - ACS Assessment
- Energy & Utility Skills - Endorsed Training Programme (ETP)
- Gas Network Team Leader (GNTL) Apprenticeship - Service Layer
- Gas Network Operative (GNO) Apprenticeship - Service/Mains Layer

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

Address \_\_\_\_\_

Postcode \_\_\_\_\_ Gas Safe Reg. Number \_\_\_\_\_



### Employer Declaration:

This must be signed by a Senior officer/Manager at the employing company

I certify that the above named individual is employed with this company in the role of Service/Mains Layer and that they meet the requirements for Meter Disconnection registration. I have verified all the evidence required in accordance with the scheme criteria, supplied copies of certificates where required, and I confirm that the details provided are correct to the best of my knowledge and belief. Where a photograph is provided, it is a true likeness of the individual.

Signatory \_\_\_\_\_

Full Name \_\_\_\_\_

Position/ Job Role \_\_\_\_\_

EUSR ID \_\_\_\_\_ Date  D D / M M / Y Y

Signature

Payment Details  ONLINE SHOP  PO

Account No. \_\_\_\_\_

PO No. \_\_\_\_\_

Name \_\_\_\_\_

Invoice Address \_\_\_\_\_

Postcode \_\_\_\_\_ Contact No. \_\_\_\_\_

Send Card to:  Invoice Address  Other (Please specify below)

Name \_\_\_\_\_

Return Address \_\_\_\_\_

Postcode \_\_\_\_\_ Contact No. \_\_\_\_\_

EU Skills Use Only  
EUSR ID \_\_\_\_\_

See overleaf for our 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, mobile phone number, employer name 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 and our virtual and smart card suppliers. We may also share your information with CSCS, so your registration details can be independently checked at CSCS controlled sites.

**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.