

## DEFINITION OF WASTE: DEVELOPMENT INDUSTRY CODE OF PRACTICE

Application to Become a New Qualified Person 2014

The following Self Declaration should be completed by the person wishing to register as a Qualified Person. Upon submitting this self-certification record, together with all other relevant documentation, the individual is verifying they have all the necessary capabilities and attributes to act in the capacity of the Qualified Person.

This information will be checked by CL:AIRE as the recognised registration body, who hold the central register of Qualified Persons within England and Wales. **The responsibility for assessing and/or agreeing this information does not rest with CL:AIRE or the regulator and it remains the responsibility of the individual or organisation employing the Qualified Person to verify the requirements stipulated in Appendix 6 of the Definition of Waste: Development Industry Code of Practice have been met.** In maintaining the register of Qualified Person, it is important to note that any person who recklessly or falsely completes a Declaration may be reported to the relevant bodies.

REQUIREMENTS	Please indicate with a tick
<b>CORPORATE AUTHORITY</b> I confirm that I am authorised to act as a Qualified Person and to sign a Declaration on behalf of my organisation in this area of activity.	
<b>PROFESSIONAL STANDING</b> I confirm I have the necessary chartered status, awarded by and registered with a body that sets restrictions on areas of activity and has the capacity to apply sanctions in the event of unprofessional conduct. <i>(Insert name of Institution and date chartered):</i>	
<b>RELEVANT QUALIFICATIONS</b> I confirm that I have academic qualifications relevant to the area of activity.	
<b>EXPERIENCE</b> I confirm I have a minimum of 5 years experience and am currently engaged in the planning, management or oversight of remediation projects, or projects involving site material management.  Specific capabilities include: <ul style="list-style-type: none"> <li>Detailed knowledge of the outputs of various types of Human Health and Controlled Water Risk Assessment</li> <li>Detailed knowledge of remediation strategies and/or design statements</li> <li>Practical experience in understanding the relevant regulatory regimes, e.g. planning process, relevant waste legislation</li> <li>Understand the relevance and importance of the Verification Report in the context of the Code of Practice</li> <li>Working knowledge of Model Procedures for the Management of Land Contamination (CLR11)</li> </ul>	
<b>INDEPENDENCE</b> I confirm that I will not be directly involved in the management or execution of any project where I am acting as the Qualified Person	
<b>NOT BARRED FROM ACTING</b> I confirm I have not received any individual convictions under waste or environmental legislation within the past 5 years, and am not barred from acting in the capability as a result of previous activities in the role of Qualified Person.	
<b>APPROPRIATE TRAINING</b> I confirm I have attended a recognised minimum one day training course on the Code of Practice and role of the Qualified Person. <i>(Insert name of training organisation and date trained):</i>	

In association with:



## DEFINITION OF WASTE: DEVELOPMENT INDUSTRY CODE OF PRACTICE

### Application to Become a New Qualified Person 2014

I certify the details submitted in this form are correct to the best of my knowledge and qualify me to be registered as a Qualified Person.

In completing this declaration, I hereby give consent for this data to be held and processed for the purpose of the Definition of Waste: Development Industry Code of Practice Qualified Person Central Register. I have also consented to contact details or other personal data being made available to relevant individuals or organisations.

CL:AIRE does not collect or compile personally identifying information for dissemination or sale to external parties for marketing purposes or host mailings on behalf of third parties.

I enclosed the following documentation for submission with my declaration (please tick in box indicated):

- ☐ CV
- ☐ Relevant Chartership Certificate (copies are acceptable)
- ☐ Relevant training Certificate of Attendance (copies are acceptable)

#### Subscription Rate

It is a requirement for the Qualified Person to annually update your registration and a nominal fee of £150 (Private Sector) and £105 (Public Sector) will apply. This is an annual regularised subscription from 1st January till 31st December (therefore if you were to join in June, a private sector individual would pay £87.50 for 7 months subscription until 31st December). **This subscription is VAT exempt.**

- ☐ Private Sector      Joining month: \_\_\_\_\_ Cost of joining up until 31st December: £ \_\_\_\_\_
- ☐ Public Sector      Joining month: \_\_\_\_\_ Cost of joining up until 31st December: £ \_\_\_\_\_
- ☐ Please tick this box if you would like to subscribe to the Code of Practice and Cluster Register of Materials and Sites

#### Payment Details

Please visit the CL:AIRE website at [www.claire.co.uk](http://www.claire.co.uk) to make an online payment.

If you require further details please email [enquiries@claire.co.uk](mailto:enquiries@claire.co.uk)

#### Individual Details

Title: \_\_\_\_\_ First Name: \_\_\_\_\_ Surname: \_\_\_\_\_

Job Title: \_\_\_\_\_ Organisation: \_\_\_\_\_

Email: \_\_\_\_\_ Telephone: \_\_\_\_\_

Address: \_\_\_\_\_

Signature: \_\_\_\_\_

**Please send your completed form to: [enquiries@claire.co.uk](mailto:enquiries@claire.co.uk)**

**Terms & Conditions** - It is a requirement of the Qualified Person to annually update your registration. This is an annual regularised subscription from 1st January till 31st December. Upon receipt of the subscription form (and subject to receipt of an official purchase order number at time of booking), CL:AIRE will issue an invoice which can be paid by BACS transfer, cheque and debit/credit card. Full payment is required within 28 days of invoice. Subscription fees are revised annually and will be notified to Qualified Persons in writing. New Qualified Persons have 7 days to cancel their subscription and receive a full refund (on the basis that they haven't acted as a Qualified Person). Any requests for cancellation after this period will not entitle the Qualified Person to a refund. All cancellations must be made in writing by the account holder or bill payer only; we cannot accept cancellations from third parties for security reasons. Please send your cancellation notice to: CL:AIRE, 32 Bloomsbury Street, London, WC1B 3QJ. By becoming a Qualified Person you are agreeing to be added to CL:AIRE's marketing database which distributes twice monthly eAlerts as well as hard copy mailings. CL:AIRE will not distribute these contact details to third parties as this will be in breach of the Data Protection Act 1998. By completing and submitting this form you are agreeing to the terms and conditions above as well as those found on the CL:AIRE website at [www.claire.co.uk](http://www.claire.co.uk)

CL:AIRE is a Charitable Company Limited by Guarantee / Registered in England No. 3740059 / Entrust Enrolment No. 119820 / Registered Charity No. 1075611. Registered office address: 32 Bloomsbury Street, London, WC1B 3QJ.

In association with:



Homes &  
Communities  
Agency



DEC UK  
Environmental Contractor

Hydrock

CL:AIRE