



**EC
ITB***

 **CCNSG**
Client Contractor
National Safety Group

**Client/Contractor National
Safety Group (CCNSG)
Safety Passport Scheme**

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Client/Contractor National Safety Group (CCNSG) Safety Passport

What is CCNSG?

A safety passport scheme to ensure a basic knowledge and understanding of health and safety for all site personnel to enable them, after appropriate site induction, to work on site more safely with lower risk to themselves and others.

The CCNSG Committee

The award of a 'Safety Passport' is monitored and controlled by a national steering group known as the Client/Contractor National Safety Group (CCNSG).

Representatives from major clients serve on the CCNSG and there is also representation from contractors, training providers and trade unions.

The CCNSG meets regularly to ensure that standards are being maintained and that the content of the training scheme continues to meet current safety legislation and current safety practices.

The CCNSG Committee reports into the ECITB Board of Trustees.

The success of CCNSG

Since the start of the scheme more than 1 million passports have been awarded to client and contractors' personnel and many more join the list every week. The passport is transferable to all participating clients and sites, reducing the need for duplicated training.

There has been a significant reduction in incidents and lost time accidents in every location where the scheme has been implemented. One satisfied client was able to report a 50% reduction during a major shutdown.

The rapid growth of the training is proof that it works, and the scheme is now being embraced by sectors of industry outside the original, mainly engineering construction, group. The scheme has participating clients throughout Scotland, England and Wales and has also been delivered overseas in Hungary, Belgium, Poland, Denmark, Italy and Germany. With, on average, over 30,000 site personnel trained per year making CCNSG the scheme of choice within the engineering construction and related industries.

How does the CCNSG Safety Passport operate?

CCNSG National Safety Passport two-day course

To obtain the CCNSG Safety Passport individuals will attend the National two-day course at one of ECITB's Approved Training Providers. The course covers a comprehensive syllabus on the next page in an interactive, discussion-based way.

The course is assessed by 80 multi-choice questions covering all the topics in the syllabus. These may be delivered as four 20 question tests (one after each half-day) or two 40 question tests (at the end of each day).

If all the tests are passed (1 resit is allowed) the individual will be issued with a CCNSG Safety Passport card which will last for three years.

CCNSG Safety Passport Renewal

After three years the Safety Passport card must be renewed. This can be done within six months before the card expiry date by either:

Attending a one-day Safety Passport Renewal course, which revises and where necessary updates the topics covered in the National Course. This will be assessed by 60 multi-choice questions, either two 30 question tests or one 60 question test.

or:

Attending a Training Provider to sit a single computerised 60 question Renewal test (known as the 'test-only' route).

After successfully completing the course or test, a card will be issued for a further three years from the previous card expiry date.

Finding a course or test

All courses and the test-only route are available through the ECITB network of Approved Training Providers. Details of providers and courses available can be found on the ECITB website at www.ecitb.org.uk



CCNSG Safety Passport Syllabus

Understand health and safety legislation, regulations and safe working practices and procedures

- Relevant health and safety legislation and regulations in relation to responsibilities of client or site operator, employers, and employees.
- Approved codes of practice (ACOP)
- Role of Health and Safety Executive (HSE)
- Sources of H&S information
- Who is responsible for the health and safety of people working on a site.
- The consequences for employers and employees of not fulfilling their legal health and safety responsibilities
- The purpose and nature of risk assessments, method statements, and permit to work systems, and the relevance of local procedures and Safe Systems of Work

Understand personal site safety responsibilities.

- Consequences of safety-first attitudes
- Personal behaviour
- Deal with and minimise the risks from different hazards
- Awareness of Equality, Diversity and Inclusion and Mental Health issues

Understand the safe use of tools and equipment in different working environments.

- Hazards and risks, ERICPD/ ALARP
- Fire safety procedures
- Manual handling
- Dangers of slips, trips, and falls
- Working at height
- Working with tools and equipment, noisy environments, vibrating equipment
- Confined space/ excavations working
- Hazardous substances/COSHH
- Lifting operations
- Dangers of asbestos/radiation
- Site Traffic
- Types of signs and warnings
- Electricity and portable electrical appliances/ stored energy devices
- Environmental Issues

Understand safe working practices and safe solutions to problems and emergencies.

- Personal Protective Equipment
- Incident reporting procedures
- Reporting lines and procedures
- Importance of training

