

This checklist may be used and retained by the CPCS Approved Company Validator to ensure that they have checked that all the necessary elements have been met before signing an Application to Renew a CPCS Competent Operator Card (F1/3).

Basic details

Operator Name:	CPCS Card No:
Validator Name:	Validator Number:
Company Name:	

Category Details

Category Code	Endorsement Code	No of Hours Recorded*	Operating Endorsement completed (Please tick)	OSA Achieved Enter Y or N	Valid HS&E Test pass held (Please tick)	Valid Renewal test pass held (Please tick)

Submission Confirmation

Date F1/3 submitted to CITB:	Date renewed card received from CITB:
Validator Signature:	

*If insufficient or no hours have been recorded then an On-Site Assessment should be undertaken to renew that category.