



**CONSTRUCTION INDUSTRY TRAINING BOARD**  
**APPROVED TRAINING ORGANISATION (ATO) AGREEMENT**  
**FORM OF AGREEMENT for ATOs**  
**FOR RECOGNISED PRODUCTS**

**incorporating the CITB Approved Training Organisation Agreement Standard Terms**  
**("Standard Terms")**

CITB TRAINING MODEL

1. CITB has developed and owns the CITB Construction Training Register and the CITB Construction Training Directory which, amongst other things, enables training organisations offering Courses which have been approved by CITB, to be listed in the Construction Training Directory and to enter details of Candidates' achievements in the Construction Training Register.
2. An "ATO for Recognised Products" is one which at the date of this Agreement has entered into an agreement with an Awarding Organisation for delivery of qualifications and/or courses which are approved by CITB for the purposes of the CITB Training Model.
3. By entering into this Agreement the ATO becomes approved by CITB for the purposes of the CITB Construction Training Register and Construction Training Directory in respect of the Courses described in the Awarding Organisation Agreement(s) set out below, provided these Courses are listed in the Construction Training Directory.

**IN CONSIDERATION** of the performance of the ATO Obligations and (where applicable) the payment of Fees by the ATO, CITB approves the ATO and the rights as set out in clause 2.1 of the Standard Terms and agrees to perform its obligations under the Agreement.

**Fees:** The fees, charges and other sums payable by the ATO set out in the "Fees List \* (or similar) document published on the CITB Training Model [Website](#) from time to time.

**Listed Trade Mark(s) and permitted references to CITB / Construction Training Directory and Construction Training Register:**

When promoting CITB approved courses which are listed in the Training Directory you must recognise this by using the CITB trademark together with the relevant wording described below.



It is a condition of this Agreement that you must not use the CITB logo unless it is accompanied by such wording.

1. To identify that a course is listed in the Construction Training Directory you must use the words '[Course Name] is listed in the Construction Training Directory' in all promotional materials.
2. To indicate that results from this course are recorded in the Construction Training Register you must say 'Candidates achievements will be listed in the Construction Training Register' in all promotional materials.

**Note: You are not permitted to use any other brands, logos or trademarks belonging to CITB, or any other wording referring to CITB, the Construction Training Directory, the Construction Training Register or the CITB Model or Training Model.**

Documents incorporated and forming part of the Agreement

- A This CITB Form of Agreement: ATOs for Recognised Products
- B [The CITB Approved Training Organisation Agreement Standard Terms](#)

C      [The User terms and conditions](#)

D      [RATO](#)

E      Branding Guidelines for the Listed Trade Mark – available on request.

Together with information supplied by the ATO as part of its application for approval as an ATO.

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|----------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------|
| Insurance minimum cover, per claim or series of claims, to be maintained by the ATO (clause 15 of the CITB ATO Agreement Standard Terms) shall be: |                            |
| Professional Indemnity Insurance                                                                                                                   | £2 million                 |
| Public Liability Insurance                                                                                                                         | £5 million                 |
| Employer's Liability Insurance                                                                                                                     | minimum as required by law |