



THE FOLLOWING IS REQUIRED TO ENABLE US TO LOOK INTO YOUR CERTIFIED INTERNATIONAL INSTITUTE OF WELDING QUALIFICATION

APPLICANT NAME	
CONTACT TELEPHONE	
CONTACT EMAIL	
1	Application form duly completed and authenticated
2	Evidence of your CPD activities. Please therefore include a copy of your CPD Records or complete Section 8
3	If you have had more than one job change over the past three years please photocopy Section 9 and complete that section for each job
4	One passport size photograph of yourself (taken within the last two (2) years). Please ensure your name is clearly printed on the reverse.
5	<p>The renewal fee of £120. Courier fee of £35</p> <p align="right"><i>(Please tick to confirm return of certificate via courier).</i></p> <p><small>(Please note all certificates will be sent via standard post, unless a courier fee is paid. TWI CL advises the use of a courier as we will accept no liability for items that are delayed, lost or damaged when sent via standard post).</small></p>
PAYMENT OPTIONS	
	Cheque: Made payable to TWI Ltd
	<p>Credit/Debit Card: Details can be taken over the phone, please call +44 (0) 1223 899 434</p> <p>N.B. Legislation does not allow us to receive any card details by email so please do NOT enter the credit/debit card details on this form or into an email.</p> <p>Any email received containing credit/debit card details in the body of the email or in an attachment will not be processed but deleted automatically</p>
	<p>Bank Transfer: Send with your application a copy of the payment confirmation, clearly showing your name, certificate number, date of transfer and the name of the account holder from which payment was made.</p> <p>N.B. If you are paying by bank transfer, please ensure that you pay any applicable bank charges.</p> <p>Payable to: TWI Ltd; Account Number: 60919349; Branch Sort Code: 20-74-21 IBAN Number: GB61 BARC 2074 2160 9193 49; Swift Code: BARC GB22</p>

OFFICE USE ONLY
DATE RECEIVED:
MEMBERSHIP NO:
APPROVED:



RECERTIFICATION APPLICATION

PLEASE PRINT CLEARLY IN BLOCK CAPITALS

1. Name of Certified Person

2. IIW Certificate Details	Title	Number	Expiry date
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3. Address for correspondence		
Telephone No	Fax No	E-mail

4. Has your job function changed substantially?*	YES	NO	*tick as applicable
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5. If you have answered YES to question 4, please give details of your new job, in the section entitled "Record of Professional Welding Experience". If there has been more than one change details are needed of all the new jobs you have held in the last three years. Please photocopy this section as necessary.
ALL CERTIFIED PERSONS <u>MUST</u> COMPLETE THE SECTION ON MAINTAINING UP TO DATE KNOWLEDGE AND ENSURE THAT IT IS AUTHENTICATED.
Signature of Certified Person: _____ Date: _____

6. ENDORSEMENT BY EMPLOYER
The undersigned declares that to the best of his/her knowledge the information in this application is correct. (This section must be signed by the manager or director responsible for welding activities.)
Name: _____ Job title: _____
Signed: _____ Date: _____
Company: _____
NOTE: If the applicant is self-employed, this section must be completed by the appropriate representative of a recent client



7. NOMINATION OF REFEREE

Please provide the name of an appropriately qualified person (preferably International/European Welding Engineer) who may be invited to comment on any of the information you have provided in this RECERTIFICATION application.

Name _____ e-mail _____
International/European Welding Engineer Diploma number _____
Employer _____
Job Title _____
Address _____

8. EVIDENCE OF MAINTAINING UP-TO-DATE KNOWLEDGE OF WELDING TECHNOLOGY

Certified persons are required to keep themselves up-to-date with technical developments and to provide evidence of how this is achieved. Please provide details in the sections below covering the last three years to support your recertification application.

Examples of professional activities as author, teacher or examiner (give dates): Published papers • Seminars • Conferences • Training Courses • Examinations
Appropriate evidence (e.g. copy of attendance certificate) should be provided in each case

Please indicate professional welding activities in which you have been involved relating to the work of other bodies (e.g. Standards bodies)
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Please indicate how you keep up-to-date with developments in welding technology

Give examples, with dates, of activities in the last three years that have helped you to keep up to date (e.g. training, courses and seminars attended), and provide evidence (e.g. copies of attendance certificates)

9. RECORD OF PROFESSIONAL WELDING EXPERIENCE

This section should record the principal features of your job specification for the posts which you have held during the past three years and should show your specific welding responsibilities. Please indicate whether the responsibility is direct or delegated in each case. If more than two posts are involved, continue on a photocopy of this page.

CURRENT JOB TITLE: _____

No of subordinate staff: _____ Employed from (date): _____

Employer: _____ No of employees: _____

BY SELECTING FROM THE ATTACHED LIST, INDICATE BELOW THE PRODUCTS, MATERIALS AND PROCESSES FOR WHICH YOU HAVE RESPONSIBILITY:

Principal products

Materials involved _____

Welding processes used _____

Codes and standards involved:



CURRENT EMPLOYER ORGANISATION CHART

This section should show clearly your position in the organisation related both to senior and subordinate relevant staff and to other staff having welding responsibilities.



KEYWORDS USED WHERE POSSIBLE TO DEFINE SCOPE OF ACTIVITY/EXPERIENCE

Materials:

- C(-Mn) steels, normalized and TM steels
- Cr-Mo (-Ni) steels
- Ferritic/martensitic/austenitic/duplex/high nickel steels
- Aluminium alloys
- Copper alloys
- Nickel alloys
- Titanium alloys and Zirconium alloys
- Others to be specified

Product Types:

- aircraft and space vehicles
- aircraft engines
- rail vehicles
- large storage vessels
- small storage vessels
- machinery
- automotive
- bridges
- cranes and mechanical handling equipment
- construction and mining equipment
- large pressure vessels, boilers
- small pressure vessels
- pressure equipment
- electrical machines
- domestic equipment
- offshore structures
- transport pipelines
- industrial piping
- pressure vessels, equipment
- shipbuilding
- steel construction
- others to be specified

Welding Processes:

- Gas
- MMA
- MIG/MAG
- TIG
- Plasma
- SAW
- EB
- Laser
- Resistance
- Friction
- Stud welding
- Others to be specified



Rules of Professional Conduct

Persons certified according to the IIW Certification Scheme are obliged to follow these rules. The rules of Professional Conduct include any further rule given by the Authorised Nominated Body responsible for the certification.

- Certified persons shall take all reasonable steps to ensure that they discharge their professional responsibilities in an objective, thorough, and competent manner, ensuring the safety of others at all times
- Certified persons are obliged to keep up-to-date in the areas of technology in which they practice
- All information given as the basis for a certification and its recertification must be correct and not misleading
- The certificate must only be used as intended for, and within the scope of, certification
- Certified persons and/or their employers must not use the certificate, nor part of it, nor must they knowingly allow it to be used in a manner that may be considered fraudulent
- Certified persons or their employers must not make incorrect references to the certification system or misleading use of certificates in advertisements, catalogues, etc
- Certified persons are obliged to keep a record of any complaint made against them within the technical field covered by the certificate
- Certified persons must not bring the IIW or the Authorised Nominated Body into disrepute
- Certified persons must follow any rules given for use of scheme logos.

The certificate remains the property of ANB

Failure to follow these rules of Professional Conduct may result in withdrawal of the certificate issued.

The penalties for fraudulent use of certificates may in addition include reporting the matter to the relevant authorities.

An Authorised Nominated Body is obliged to publish details of withdrawn certificates.

A certificate which has been withdrawn due to failure of the certificate holder to follow these rules of Professional Conduct can only be re-issued after a period of minimum 5 years. An Authorised Nominated Body is allowed to deny re-issuing of a certificate.