



CONCORD ASSOCIATES PTE LTD

Management Consultants for Occupational Safety & Health (Since 1982)

SAFETY ORIENTATION COURSE (METALWORKING) RECERTIFICATION ASSESSMENT*

FEE: \$50.00/pax (incl. of GST)

DURATION: 1-Day (2 hours)

Company Name (to be billed): _____
 Company Address: _____
 _____ S(_____)

 Contact Person: _____
 Contact Number: (O) _____ (HP) _____ (F) _____

**Trainees must have a valid MSOC ID CARD and must not have failed for the last assessment.*

Preferred Language: English / Chinese / Malay / Tamil / Bengali
 Preferred Course Date: _____
 Nature of Industry: _____
 Email Address: _____

S/N	FULL NAME in BLOCK LETTERS (As in NRIC / PASSPORT)	GENDER (M/F)	NRIC NO. / PASSPORT NO. (For Singaporeans or PR's only)	WP or E-PASS NO. / FIN NO. (For Foreigners only)	DATE OF BIRTH (DD/MM/YYYY)	NATIONALITY	CONTACT NO.	*** Has worked in Singapore Metalworking Industry for 6 years or more (Yes / No)
1			(NRIC)	(WP/E-PASS)				
			(PP)	(FIN)				
2			(NRIC)	(WP/E-PASS)				
			(PP)	(FIN)				
3			(NRIC)	(WP/E-PASS)				
			(PP)	(FIN)				

PAYMENT MODE: CASH CHEQUE No: _____ Cheque Name: _____ Amount: S\$ _____
 All cheque payments should be crossed and made payable to '**CONCORD ASSOCIATES PTE LTD**'.
 Please write the Company's Name, Course Title/Date & Applicants' Name(s) behind the cheque.

CANCELLATION & WITHDRAWAL:
NO Withdrawal/Postponement/Cancellation/Refund will be given once the above applicant(s) is/are registered for this course.
Any participant who is absent from the recertification assessment must provide a valid reason WITH documentary proof (ie. Medical Certificate) provided to CAPL within 48 hours from the scheduled Re-Certification. Otherwise the participant shall be deemed to have failed for the Re-Certification, and the said participant shall have to re-attend the FULL course under the WSQ scheme, which CAPL provides as well. An administrative fee of \$45.00/pax is chargeable for the re-scheduling of assessment date only for participants that were absent for their re-certification courses with valid reason and documentary proof submitted to CAPL within 48 hours from the scheduled re-certification.

DISCLAIMER:
 Concord Associates Pte Ltd reserves the right to **cancel/postpone** this course at short notice & at its absolute discretion without assigning any reason for such cancellation/postponements.
 Concord Associates Pte Ltd reserves the right to **discard** all certificate(s)/ID card(s) that has/have **not been collected for more than 1 month from the commencement date.**

REQUIRED DOCUMENT(S): - To be attached during Course Registration.
 1. A copy of passport **AND** applicant's NRIC / Work Permit / In-Principle Approval (IPA) Letter
DECLARATION: *I/We hereby confirm that all information given in this application is accurate.

***** Note (For Singaporean & PR's only):**
 1. Applicant who has worked in **Singapore Metalworking Industry** for **6 years or more** is eligible for **4 years**.
 2. Applicant who has worked in **Singapore Metalworking Industry** for **less than 6 years** is eligible for **2 years**.
 3. To check eligibility for 4 years validity, please log on to <https://services.mom.gov.sg/iosh/WSHTRS/wtr-publicPage.aspx>

FOR OFFICIAL USE ONLY:
 Received Via: Email / Fax / Walk-in
 Processing Officer: _____
 Processing Date: _____

FOR OFFICIAL USE ONLY:
 Official Invoice No: _____
 Total Course Fee: S\$ _____

NAME / SIGNATURE / DATE / COMPANY STAMP (for company application only)
 I hereby confirm that the above applicant(s) is/are able to **communicate** and **write the language registered**, and those who do not meet the requirements shall not be allowed to join in the class.