

Enhancements to ECS Applications June 2020

Two enhancements have been made to support our customers during the ECS card application process:

1. Early application - Now apply before you have the HS&E
2. New review screen - Make sure that you know what you are ordering

Early Application

The ECS card application systems have now been updated to allow an application to be submitted prior to the ECS Health Safety & Environmental Assessment being completed. Up to now an ECS card applications need to have all the qualifications and documents present for the application to be accepted by our systems.

The reason ECS has introduced this new facility is to reduce any delay that our customers may experience in waiting for an ECS HS&E assessment. All the application processing and any necessary enquiries can be started as soon as the application is received by the ECS team rather than waiting until after the ECS HS&E assessment has been successfully passed.

All the normal requirements of an application must be met for the ECS card being applied for. Once all the requirements have been fully met the ECS processing team will then put the application on “Conditional Hold” pending the ECS HS&E assessment being successfully passed.

Once the ECS HS&E assessment is passed the application being held will be completed and the ECS card issued.

The screenshot shows a web form titled "Health & Safety Awareness" with a green question mark icon. At the top right, there are buttons for "< PREVIOUS STEP" and "NEXT STEP >". Below the title is a yellow warning box with a triangle icon containing an exclamation mark. The text in the box reads: "No ECS Health, Safety and Environmental Assessment exam result was found for you" and "No Health & Safety Exemption record was found for you on file." Below this is a section titled "Via ECS Health, Safety and Environmental Assessment" with a green question mark icon. It contains a checked checkbox and the text: "I wish to continue with my application without the ECS Health, Safety and Environmental assessment and will be taking the assessment soon." Below that is a section titled "Via Health & Safety Exemption" with a green question mark icon. It contains an unchecked checkbox and the text: "I have a valid current exemption." At the bottom of the form, there are buttons for "< PREVIOUS STEP" and "NEXT STEP >".

During an application, in the health and safety section of the application, the applicant has the option to select to continue their application pending the assessment being passed before any ECS card will be issued.

If no ECS HS&E assessment is registered against the account the “I wish to continue my application without the ECS Health, Safety and Environmental assessment and will be taking the assessment soon” option can now be selected.

Clicking the green question mark provides additional guidance for the applicant.

Health & Safety Awareness ? < PREVIOUS STEP NEXT STEP >

! No ECS Health, Safety and Environmental Assessment exam result was found for you
No Health & Safety Exemption record was found for you on file.

Via ECS Health, Safety and Environmental Assessment ?

I wish to continue with my application without the ECS Health, Safety and Environmental assessment and will be taking the assessment soon. ?

? If you do not have an in date assessment you may request to complete your application pending the assessment. This will ensure you receive your card shortly after you pass your assessment providing the rest of your application is in order. ×

Via Health & Safety Exemption

I have a valid current exemption ?

< PREVIOUS STEP NEXT STEP >

New Review Screen

All ECS card applications now have an additional “Review Screen” prior to the application being finalised.

You are applying pending your Health and Safety Assessment
You are applying for your card before you have passed a current Health and Safety Assessment. Your card will be sent to you once you have sat and passed your test.

A summary of your Craft - Initial:

Craft or Related Disciplines Card Type

Related Disciplines

Main Occupation

ECS Related Discipline Supported

Job Title

Additional Occupations

None available with the selected Main Occupation

Health and Safety Status:

I wish to continue with my application without the ECS Health, Safety and Environmental assessment and will be taking the assessment soon. ?

I confirm that,

I understand that I am applying without a current ECS Health and Safety Environmental Assessment, and my application will not be progressed until this has been passed.

FINALISE NOW

< RECHECK YOUR APPLICATION

The purpose of this screen is to give the applicant the opportunity to review their application before the order is placed and paid for.

The review screen gives a summary of the ECS card being applied for, an indication if anything is missing and if the application is likely to fail because incomplete or missing qualifications or supporting auditable documented evidence.

You are applying pending your Health and Safety Assessment

You are applying for your card before you have passed a current Health and Safety Assessment. Your card will be sent to you once you have sat and passed your test.

A summary of your Craft - Initial:

Craft or Related Disciplines Card Type

Related Disciplines

Main Occupation

ECS Related Discipline Supported

Job Title

Additional Occupations

None available with the selected Main Occupation

Health and Safety Status:

- I wish to continue with my application without the ECS Health, Safety and Environmental assessment and will be taking the assessment soon. ?

I confirm that,

- I understand that I am applying without a current ECS Health and Safety Environmental Assessment, and my application will not be progressed until this has been passed.
- I have read and agree with the **terms and conditions** and that I understand there a no refund policy.

FINALISE NOW 

← RECHECK YOUR APPLICATION

In addition, the review screen also has a series of boxes to make sure that the applicant has understood the conditions and terms of the scheme before their application can be submitted.

You are applying pending your Health and Safety Assessment

You are applying for your card before you have passed a current Health and Safety Assessment. Your card will be sent to you once you have sat and passed your test.

A summary of your Craft - Initial:

Craft or Related Disciplines Card Type

Related Disciplines

Main Occupation

ECS Related Discipline Supported

Job Title

Additional Occupations

None available with the selected Main Occupation

Health and Safety Status:

- I wish to continue with my application without the ECS Health, Safety and Environmental assessment and will be taking the assessment soon. ?

I confirm that,

- I understand that I am applying without a current ECS Health and Safety Environmental Assessment, and my application will not be progressed until this has been passed.
- I have read and agree with the **terms and conditions** and that I understand there a no refund policy.

FINALISE NOW 

← RECHECK YOUR APPLICATION

The application can now be submitted in the normal way.