**PORT SKILLS AND SAFETY TRAINING PROVIDER JOINING FORM**

To be completed and returned to:

Port Skills and Safety Limited

30 Park Street Tel: +44(0) 20 72 60 17 90

London, SE1 9EQ Email: info@portskillsandsafety.co.uk

**Training Provider Subscription: £650.00 + VAT**

PSS subscription year runs from 01 January to 31 December. Subscription fees for organisations joining part-way through the year are calculated pro rata.

**Please complete the following sections:**

* Company Name:
* Name:
* Position in Company:
* Main Address:
* Email:
* Tel:
* VAT Number:
* Signed:
* Dated:

# Contact for invoice (if different from above):

* Name:
* E-mail:
* Tel:
* Address:
* Purchase Order No / Reference:

**Invoices will be raised and forwarded for payment to the contact given above.**

**Terms are 30 days from invoice date.**

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**Training provider details for PSS website:**

* Your company website: https//:www.
* Contact email for website entry:
* Contact number for website entry:
* Head office location for website entry:
* Company logo in high resolution (SVG format if available) for use on PSS website.
* Please provide a brief summary of your organisation (**Maximum 500 words):**

**Training provider services**

## Please indicate the areas in which you offer either consultancy or training services:

**Business & Management**

Appraisals [ ]  Business Administration[ ]

Career Management[ ] Communications [ ]

Conflict Management[ ] Culture Change [ ]

Customer Care/Satisfaction [ ]  Decision-Making [ ]

Delegation [ ]  Discipline & Grievance Handling [ ]

Environmental Management [ ]  Environmental Monitoring [ ]

Feasibility Studies[ ]  First-Line Management [ ]

Induction Training [ ]  Information Management [ ]

Investors in People [ ]  Language Training [ ]

Logistics[ ]  Management Competency Implementation [ ] Management Development [ ]  Management Recruitment [ ]

Managing Safely in Ports [ ]  Marine Policy Management [ ]

Maritime Economics [ ]  Marketing [ ]

Mentoring [ ]  Organisational Development [ ]

Outplacement Counselling [ ]  People Management [ ]

Personnel Administration [ ]  Personnel Practice [ ]

Port Management & Operations [ ]  Port State Control [ ]

Productivity [ ]  Project Design & Implementation [ ]

Psychometric Profiling [ ]  Quality Assurance [ ]

Selection and Recruitment [ ]  Ship Management [ ]

Stress Management [ ]  Teamwork/Teambuilding [ ]

Time Management [ ]  Training Manuals [ ]

Training the Trainers [ ]  Transport Management [ ]

Vocational Qualifications Assessment [ ]

Other (please specify):

# Computer / Information Technology

Business Computing [ ]  CAD/CAM [ ]

Computer Literacy [ ]  Computer Programming [ ]

Computer Security [ ]  Display Screen Equipment [ ]

Information Management [ ]  Information Technology [ ]

Radar [ ]  Software Development [ ]

Telephone Techniques [ ]  VDU Regulations [ ]

VHF Radio [ ]  Vessel Traffic Services [ ]

Other (please specify):

# Finance

Accountancy [ ]  Bookkeeping [ ]

Budgetary Control [ ]  Credit Control [ ]

Financial Control [ ]  Financial Services [ ]

Maritime Economics [ ]  Payroll Management [ ]

Other (please specify):

# Marine

Boat Handling [ ]  Boatmaster Certification [ ]

Bridge Watchkeeping [ ]  Chartwork [ ]

Efficient Deckhand [ ]  GMDSS [ ]

Harbour Master Operations [ ]  ISM Codes [ ]

Marine Electronics [ ]  Marine Insurance [ ]

Marine Operations [ ]  Marine Policy Management [ ]

Marine Risk Analysis [ ]  Navigation/Navigational Aids [ ]

Pilotage [ ]  Port Marine Safety Code [ ]

Radar [ ]  Ship Stability [ ]

Tug Operations [ ]  VDU Regulations [ ]

VHF Radio [ ]  Vessel Traffic Services [ ]

Other (please specify):

# Personal Development

Assertiveness [ ]  Attitude Surveys [ ]

Communications [ ]  Confidence Building [ ]

Conflict Management [ ]  Culture Change [ ]

Decision-Making [ ]  Delegation [ ]

Distance (Open) Learning [ ]  Empowerment [ ]

Leadership [ ]  Literacy [ ]

Motivation [ ]  Negotiating [ ]

Numeracy [ ]  Personal Effectiveness [ ]

Presentation Skills [ ]  Problem Solving [ ]

Report Writing [ ]  Selling Skills [ ]

Stress Management [ ]  Supervisory Skills [ ]

Teamwork/Teambuilding [ ]  Typing Skills [ ]

Word Processing [ ]

Other (please specify):

**Plant / Cargo Handling**

Bulk Solids Handling [ ]  Cargo Checking [ ]

Cargo Marking [ ]  Cargo Storage [ ]

Clamp Trucks [ ]  Confined Spaces [ ]

Cranes – Container [ ]  Cranes – Crawler [ ]

Cranes – Gantry [ ]  Cranes – Mobile [ ]

Cranes – Overhead [ ]  Cranes – Quay [ ]

Cranes - Scotch Derrick [ ]  Cranes – Ships [ ]

Dredging [ ]  Dumper Trucks [ ]

Elevated Work Platforms [ ]  Excavators [ ]

Forklift Trucks & Attachments [ ]  Hazardous Cargoes & Substances [ ]

Hoists [ ]  Hoppers and Silos [ ]

Hydraulics / Pneumatics [ ]  Kinetic Lifting / Manual Handling [ ]

Lifting Gear [ ]  Linkspans [ ]

Linkspans [ ]  Loading Shovels [ ]

Lorry Loaders [ ]  Manual Handling (see Kinetic Lifting) [ ]

Pneumatic Conveyance [ ]  Refrigeration [ ]

Rigging and Slinging [ ]  Road Rollers [ ]

Scaffolding [ ]  Ship’s Gear [ ]

Signalling [ ]  Skid Steer Loaders [ ]

Straddle Carriers [ ]  Telescopic Handlers [ ]

Tractor Units / Tugmasters [ ]  Transtainers [ ]

Warehousing & Stores [ ]  Work Access Platforms [ ]

Other (please specify):

**Safety**

Accident Investigation [ ]  Breathing Apparatus [ ]

Contingency Planning [ ]  Dust Control [ ]

Electrical Safety [ ]  Emergency Planning [ ]

Explosive Security [ ]  Firefighting [ ]

First Aid [ ]  Food Hygiene & Safety [ ]

Hand Power-Tool Safety [ ]  Hazardous Cargoes & Substances [ ]

Health & Safety Legislation [ ]  ISM Codes [ ]

Jetty Operations Safety [ ]  Managing Safely in Ports [ ]

Marine Risk Analysis [ ]  Noise Assessment [ ]

Occupational Hygiene [ ]  Passenger Gangways [ ]

Personal Survival at Sea [ ]  Pollution Prevention [ ]

Port Marine Safety Code [ ]  Power System Protection [ ]

Risk Assessment [ ]  Safety Audits [ ]

Safety & Health Awareness [ ]  Safety Manuals [ ]

Safety Officers/Representatives [ ]  Safety Posters [ ]

Safety Videos [ ]  Security [ ]

Wiring Regulations [ ]

Other (please specify):

**Technical**

Abrasive Wheels [ ]  Bricklaying [ ]

Diesel Engineering Maintenance [ ]  Electrical Safety [ ]

Electrical Testing [ ]  Electricity Regulations [ ]

Engineering Maintenance [ ]  High and Low Voltage Operations [ ]

Highway Excavation & Reinstatement [ ]  Machinery Guarding [ ]

Marine Electronics [ ]  Power Systems Protection [ ]

Welding [ ]

Other (please specify):