

# HS&E Training Record

Employees Name: <b>Malcolm Heskins</b>		Job Title: <b>Facilities Manager</b>		
Date Joined Company: <b>Feb 2007</b>		Date Left Company:		
Previous Relevant Qualifications & Experience: 30 years as an Electrical Engineer and Facilities Manager. See CV attached for details.				
Training Subject	Date Started	Date Finished	Trained by / Approved by	Comments & Evaluation
Induction Training	27/2/07	27/2/07	Anna Vasconcelos	See Checklist QR-01
ISO9002: 2000 Awareness and Quality Policy	3/3/07	3/3/07	Nigel Garretty	All ISO Company Procedures
General H&S Awareness	22/3/07	22/3/07	L.I.T.S. Ltd	Part of C&G2391
Working at Height (Ladders and Steps)	12/5/08	12/5/08	CEDIA	Level 1 Installer programme
Fire Marshal Training	24/7/08	24/7/08	TME Training Ltd	Cert Exp. 07/11
IOSH Managing Safely	27/4/09	30/4/09	Norwich Union	4 days Cert. Exp. 04/14
Director's Health & Safety Duties	21/9/09	21/9/09	H&K Safety Services Ltd	½ day
Environmental Requir'mts for Construction Sites	20/9/10	20/9/10	NOCN	1 day
Level 3 Installations to BS7671:2008 (2011)	8/12/11	12/12/11	City & Guilds LITS Ltd	5 days
Director's Health & Safety Duties	17/4/12	17/4/12	H&K Safety Services Ltd	½ day
Display Screen Equipment Regulation & Interpretation	21/5/1	21/5/1	H&K Safety Services Ltd	½ day
Asbestos Awareness	21/5/14	21/5/14	H&K Safety Services Ltd	½ day
Site Manager Safety Training Scheme (SMSTS)	25/7/14	22/8/14	CITB	5 days Cert. Exp. 07/19
ISO27001 Information Security Certification to 2013 edition	5/2/15	5/2/15	BSI & URM	½ day
BS7671:2008 (2015) Testing Refresher	30/3/17	30/3/17	Redford Charles	1 day
Surge Protection	22/3/18	22/3/18	Redford Charles	1 day
Director's Health & Safety Duties	22/5/18	22/5/18	CITB	1 day Cert. Exp. 05/25

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