

ATLAS ‘Working Towards’ - Checklist/Planning Meeting

The ATLAS ‘Working Towards’ development process document contains further information

Member	
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Step	Description	Complies Y/N	Planned date	Date completed
1	Apply to become a “Working Towards” Member			
	Registered, based and active in the UK, the Channel Islands and/or the Republic of Ireland (ROI)			
	Evidence of operating in the steeplejack or lightning protection sector			
	Appropriate levels of Employer’s, Product and/or Public Liability and/or Professional Indemnity insurance as applicable			
2	Planning Meeting			
3	Acceptance as “Working Towards” Member			
4	Life cover for employees that matches, - The current minimum B&CE payment in the event of an accidental fatality occurring either at work or while travelling to or from work -The current minimum B&CE payment in the event of a death at any other time due to any other circumstance			
	Accident cover for employees. The cover shall match the current minimum B&CE rates, which would provide payments for injuries sustained in an accident at work or while travelling to or from work			



5	Evidence of CITB levy registration (if in scope)			
6	Certification from a Safety Schemes in Procurement (SSIP) member scheme if based in the UK. Applicants based outside of the UK (ROI), will be asked to demonstrate that they meet current Health & Safety legislation.			
7	Provide training equivalent to at least 1% of the total basic hours worked by all employees			
	At least one Director holds a recognised Health & Safety certificate			
	BS EN 62305 accreditation held by a minimum of one employee			
	Registration with CSCS, a CSCS-affiliated scheme, or an equivalent scheme for at least 75% of operational staff engaged in steeplejack and lightning protection work with trade-specific qualifications as listed on the ATLAS website			
	Compliance with the ATLAS Working Agreement			
8	Compliance with ATLAS recognised standards			
9	Details of three contracts (lightning protection, earthing and/or steeplejack) completed within the last 12 months, following relevant British/European/International Standards			
10	Audit to confirm full ATLAS membership			

Signed: Member		Date:	
Signed: Representative		Date:	

Meeting Log			
Date	Attendees and Location	Steps Covered	Actions Agreed